

# **BOARD OF CERTIFIED INTERIOR DESIGNERS MINUTES**

**DATE:** April 20, 2021

**PLACE:** Virtual meeting information:  
Video Conferencing – <https://meet.google.com/dfh-mfdy-bba>  
Join by Phone – 1 617-675-4444 PIN: 383 397 670 2243#

**TIME:** 1:30 p.m.

**PRESENT:** Robyn Dubick, Interior Designer, Chair  
Carmen Parsons Sneed, Interior Designer  
Michael Daly, Architect  
Suzanne Frasier, Interior Designer  
Cheryl Duvall, Interior Designer

## **OTHERS PRESENT:**

Joseph Cullingford, Executive Director, Design Boards  
Jessica Praley, Board Counsel  
Raquel Meyers, Assistant Executive Director  
Noraida Lozano, Board Administrator

## **CALL TO ORDER**

Robin Dubick, Chair, called the Business meeting of the Board of Certified Interior Designers to order, virtually, at 1:32 p.m.

## **APPROVAL OF MINUTES**

Motion (II) was made by Ms. Frasier, seconded by Ms. Duvall, and unanimously carried by the Board to approve the January 19, 2021 minutes without corrections.

## **COMPLAINT COMMITTEE REPORT – None**

## **EXECUTIVE DIRECTOR'S REPORT**

Ms. Meyers was introduced as the new Assistant Executive Director with ten years' experience in the professional boards and service as an officer in the military as a Captain. Mr. Cullingford also introduced Ms. Zamon as the new Administrative Specialist for the Board of Examiners for Landscape Architects and Board of Land Surveyors. He stated that this will be his last meeting. He has accepted another position with the federal government as an Operations Director. Congratulations were given by the Board. He had

expressed his gratitude and appreciation for having known each Board member and what he has learned in the field of interior design. If anyone needs to reach him, he stated he will be available.

Mr. Cullingford briefly outlined the deferral of license renewals by the Governor's Executive Order No. 21-03-09-03. This order extended license renewals in the months of March, April, May and June 2021. The Board of Certified Interior Designers has been extended until May 31, 2021. He stated that 45 have been allowed to operate in extended status. The final date for extend status will end June 30, 2021.

## **BOARD COUNSEL'S REPORT**

Ms. Praley stated that the legislative session has ended. The bill on permit applications will be introduced to the governor for signature and he is expected to sign it into law. This bill will not have no impact on the Board. This would require firm permit renewals to confirm SDAT good standing.

## **NEW BUSINESS**

Ms. Dubick informed that she met virtually along with Mr. Cullingford last month with the NCIDQ. They reached out to NCIDQ to assist the Board with education, examination, and legislative perspective. They informed about their services availability to other states.

She also informed Ms. Frasier that the NCIDQ is willing to come and schedule a discussion with the students of Morgan State University about the importance of taking the exams and becoming certified. Ms. Frasier thanked Ms. Dubick and informed her that she has been in contact with NCIDQ.

Mr. Cullingford mentioned that an introductory meeting has been scheduled with NCIDQ, Ms. Meyers and Noraida "Neng" Lozano the following week. This meeting will allow both Ms. Meyers and Ms. Lozano an opportunity to ask questions and to review the services offered by NCIDQ.

Mr. Daly updated the Board on the joint report being created by NCIDQ and NCARB being finished and submitted by the sub-committee. This report is in the hands of the Board and CIDQ. He gave some positive insights and updates about these reports and how it can be helpful to both the profession of interior design and architecture.

**OLD BUSINESS - None**

**CORRESPONDENCE – None**

## **ADJOURNMENT**

The next Board Meeting is scheduled on July 20, 2021 at 1:30 pm.

There being no further business, Motion (III) was made by Mr. Daly, seconded by Ms. Parsons Sneed, and unanimously carried by the Board to adjourn the meeting at 1:48 p.m.

Approved: \_\_\_\_\_ without corrections      \_\_\_\_\_ with corrections

Signed: Signature on File  
Robyn Dubick, Chair

Date: \_\_\_\_\_