
Maryland Board of Certified Interior Designers
Business Meeting Minutes

DATE: July 16, 2024, Tuesday

TIME: 1:30 PM

LOCATION: 1100 N. Eutaw St.
5th Floor Conference Room
Baltimore, MD 21201

Videoconferencing: (<https://meet.google.com/wnb-ixmn-wfv>)
Phone Number: (US) +1 406-838-3166 PIN: 914 176 096#

MEMBERS PRESENT: Robyn Dubick, Chair, CID
Carmen Parsons Sneed, CID
Michael Daly, CID, RA
Suzanne Frasier, CID
Nichole McCollum, CID
Cynthia Berardo, CID

STAFF PRESENT: Zevi Thomas, Executive Director
Matthew Venuti, Board Counsel
Noraida Lozano, Board Administrator

Call to Order

Robyn Dubick, Chair, called the business meeting of the Board of Certified Interior Designers to order, virtually via <https://meet.google.com/wnb-ixmn-wfv>, Phone (US) +1 406-838-3166 PIN: 914 176 096# at 1:31 p.m.

Approval of Minutes

Motion (I) was made by Ms. Frasier, seconded by Ms. Sneed, and unanimously carried out by the Board to approve the April 16, 2024, business meeting minutes with no corrections.

Complaint Committee Report - None

Legislative Committee

Mr. Daly and Ms. Frasier recently met to discuss the Practice Act and Title Act and update the Model Law. The Committee agreed to have a follow-up report at the next meeting in October.

DEI Committee - None

Outreach Committee

Ms. Berardo reported that she and Ms. McCollum met with Kayla Karpp, CIDQ Governance and Engagement Manager. Ms. McCollum stated that they were planning to reconvene for another meeting to further discuss possible outreach programs.

Ms. McCollum mentioned Harford County Community College is in partnership with the Designer Society of America's Residential Interior Designer program which could help interior designers get their certification through NCIDQ. Ms. Sneed suggested the committee meet with Ms. Karpp in September. The board chair, Ms. Dubick agreed.

Executive Director's Report

Mr. Thomas announced that the new fees for CID will be implemented starting Aug 1, 2024, and are already posted on the website.

Mr. Thomas confirmed that there are no travel restrictions for board members at this time and that CIDQ has offered to fund (2) delegates from each jurisdiction to attend the CIDQ Annual Meeting on November 8-9 in Chicago, IL. Ms. Dubick stated that the two delegates were Ms. Sneed and Ms. McCollum. Ms. Berardo has agreed to be the alternate delegate.

Ms. Dubick agreed with Mr. Thomas's recommendation to establish a rotating schedule to ensure all board members interested in attending the annual CIDQ meeting have this opportunity. Mr. Thomas said he would follow up with Ms. Sneed and Ms. McCollum to make travel arrangements.

Board Counsel's Report

Mr. Venuti reiterated the fee increase which takes effect on August 1, 2024.

New Business

Ms. Frasier announced she has been appointed Program Director for the Interior Design program at Morgan State's School of Architecture + Planning. She also expressed her gratitude to the State CID Board for its support.

Old Business

Code Officials Handbook

Ms. Dubick gave an overview of the last meeting of the Joint Chairs where they discussed plans to create the CID handbook for code officials, similar to what the Architects Board has developed. She proposed the items she would like to replicate from the Architects Board Handbook and the Nevada Board's Blue Book.

She asked the Board's opinion if it would be beneficial to combine the handbook with all the design boards or create an individual handbook related to interior designers. Mr. Thomas informed Ms. Dubick that the Architect's handbook has been finalized and is ready to be published and disseminated at the end of the month. Ms. Dubick said she would wait until the Joint Chairs meeting to discuss this with that group.

Ms. Dubick said she would review the Architects Board's Code Officials handbook before the Joint Chairs meeting on August 15th and circulate a copy to the CID Board for their review and comments.

Model Law

Mr. Daly reported that CIDQ Model Law has been reviewed and edited by each jurisdiction and has been submitted to the member Boards for their review and comments.

Correspondence – NONE

Adjournment

There being no further business to discuss, Motion (II) was made by Ms. Frasier seconded by Mr. Daly, and unanimously carried to approve the Board to adjourn the meeting at 2:15 p.m.

The next Board Meeting is scheduled for October 15, 2024, Tuesday, at 1:30 pm

Approved: X without corrections _____ with corrections

Signed: (Signature on File)
Robyn Dubick, Chair

Date: 10/21/2024