**MEMORANDUM**

Date: October 26, 2023

To: All Board Members

From: Ruby Courtney, PE Board Administrator

Re: Board Meeting

**November 9, 2023 at 9:00 a.m.**

**1100 N. Eutaw Street, Baltimore, MD 21201**

Access Using Video Conferencing

https:/meet.google.com/ipm-pxny-hej

                          Phone: 1-484-416-2276

Pin:  201 307 165#

**AGENDA**

1.   Call to Order

2.   Review of Reciprocity and Exam Applications

3.   Approval of the October 12, 2023 Meeting Minutes

4.   New Business

5. Old Business

- Overlapping Practice Guide (MD State Architect’s Board Handbook)

6.   Report from the Continuing Professional Competency (CPC) Committee

7. Update from Ethics Committee

8.  Report from Executive Director

9. Report from Board Counsel

10.  Correspondence

- Email from D. Matthew Stuart regarding Signing and Sealing Rules

11.  Executive Session

12.  Other Business

- Next Meeting December 14, 2023

15.  Adjournment

\*\*\*\*A PORTION OF THIS MEETING MAY BE CLOSED PURSUANT TO GENERAL PROVISIONS ARTICLE, ANNOTATED CODE OF MARYLAND §3-305 (b)

**Please silence the ringers on your cell phones before entering the meeting.**

IF YOU ARE UNABLE TO ATTEND THE ABOVE MEETING, PLEASE NOTIFY THE OFFICE PRIOR TO THE MEETING DAY.  IN THE EVENT THAT THERE WILL NOT BE A QUORUM, THE BOARD MEMBERS CAN BE NOTIFIED AHEAD OF TIME THAT THE MEETING CANNOT BE HELD.

cc: Zevi Thomas, Executive Director

Matthew Venuti, Assistant Attorney General