

**Maryland Board of Architects  
Business Meeting Minutes**

**DATE:** June 25, 2025

**TIME:** 11:00 AM

**LOCATION:** 100 S. Charles Street  
Tower 1, Suite 3300  
Baltimore, MD 21201

**Video conferencing via:** [meet.google.com/jzf-hyjn-wcx](https://meet.google.com/jzf-hyjn-wcx)

**By Phone:** (US) +1 470-228-0070 PIN: 831 936 121#

**MEMBERS PRESENT:** Cynthia Shonaiya, Chair  
Paul Edmeades, Architect  
Mark Flemming, Architect  
Kevin Sneed, Architect  
Casey Dawkins, Consumer Member  
Gretel Lott, Consumer Member

**MEMBERS ABSENT:** Douglas Polt, Architect

**STAFF PRESENT:** Zevi Thomas, Executive Director  
Raquel Meyers, Assistant Executive Director  
Matthew Venuti, Board Counsel  
Noraida Lozano, Board Administrator

**Call to Order**

Ms. Cynthia Shonaiya, Chair, called the Business Meeting of the Maryland Board of Architects to order at 11:09 a.m., virtually via [meet.google.com/jzf-hyjn-wcx](https://meet.google.com/jzf-hyjn-wcx), (US) +1 470-228-0070 PIN: 831 936 121#.

**Approval of Minutes**

The members reviewed the minutes of the Business Meeting held on May 28, 2025. Motion (I) was made by Mr. Edmeades, seconded by Mr. Sneed, and unanimously carried by the Board to approve the minutes without corrections.

## **Complaint Committee Report**

Mr. Dawkins presented the following report on behalf of the Complaint Committee:

**03-AR-25** - OAH hearing scheduled for July 3, 2025

**05-AR-25** - Waiting for response from the respondent

**11-AR-25** - New complaint waiting for response

**12-AR-25** - New complaint waiting for response

**13-AR-25** - New complaint waiting for response

**14-AR-25** - New complaint waiting for response

Motion (II) was made by Mr. Sneed, seconded by Mr. Edmeades, and carried by the Board to accept the Complaint Committee Report.

## **Review of Applications**

### **Applications for Architectural Registration Exam (A. R. E.)**

Mr. Edmeades presented the report for the Architectural Registration Exam (A.R.E.) and reciprocity applications.

There were **two (2)** A.R.E. applications administratively approved:

**DUNAHEE, Tyler**

**WATSON III, Lloyd Roger**

There were **six (6)** ARE applications approved by the Board:

**COLROSS, Christopher**

**JOSHI, Anju**

**GARNER, Mark**

**NGUYEN, Ngan Thi Kim**

**HABIBI, Bahareh**

**TARVER III, Willie**

### **Applications for Reciprocity - None**

The Board agreed with Mr. Edmeades' recommendation that candidate **AJ** resubmit 2 separate ERC (Experience Record Certification) forms to clarify her full-time and part-time work experience under one supervisor.

Ms. Shonaiya commented that candidate **AS** is not qualified for the A.R.E. due to insufficient work experience under a licensed architect. Ms. Shonaiya explained that work experience under the supervision of a professional engineer is not acceptable to the Board, as defined in the A.R.E. application form.

Motion (III) was made by Mr. Dawkins, seconded by Ms. Lott, and unanimously carried by the Board to approve **eight (8)** A.R.E. applications with **one (1)** pending application due to work experience

clarification and **one (1)** denial due to insufficient work experience. No application for reciprocity was submitted.

## **Old Business**

### **Committee Reports**

#### **Pathways to Licensure Forum - None**

#### **Outreach Opportunity - None**

#### **2025 NCARB Annual Business Meeting Feedback**

Ms. Shonaiya reported that the Maryland Board of Architects was well-represented at the NCARB Annual Business Meeting (ABM) held on June 19-21, 2025, in Scottsdale, Arizona. She also recognized the presence of members of the staff, Mr. Venuti and Ms. Meyers, during the ABM.

Mr. Edmeades mentioned that the NCARB Resolutions (2025-01 to 2025-05) all passed. The elected NCARB Board of Directors includes Miguel Rodriguez as Secretary/Treasurer, and elected NCARB Members-At-Large were Coffee Polk and Kevin Singh.

Ms. Lott commented that the Mutual Recognition Agreement (MRA) resolutions that passed would be helpful to the ARE candidates, especially those with foreign degrees.

Mr. Sneed mentioned that former MD Board Member Stephanie Hopkins was re-elected for another term as NCARB Public Director.

Ms. Shonaiya commented on the likely benefits of Resolution 2025-04: NCARB Certification Guidelines Amendment, which removes the three-year requirement for NCARB certification for those who obtained licensure through an alternative education path.

## **New Business**

Ms. Shonaiya announced that Mr. Flemming's term as board member will end on June 30, 2025, and a newly appointed member will start on July 1, 2025. Members of the Board expressed their gratitude to Mr. Flemming for his support and commitment as a member of the Board and the Complaint Committee.

As part of Mr. Flemming's departure from the Board, Mr. Sneed was appointed to the Complaint Committee. Ms. Shonaiya thanked Mr. Sneed for accepting the position. Mr. Flemming expressed his appreciation and gratitude to the Board.

An in-person meeting is scheduled for Aug 27, 2025, as planned. Ms. Shonaiya confirmed her presence and encouraged the Board to attend this meeting. Mr. Thomas will notify the Board of the location and parking information.

**Correspondence - None**

**Executive Director’s Report**

Mr. Thomas informed the Board that the Legislative Concept Sheet for amendment to the 6-month hearing process is moving forward to the Office of the Secretary.

Ms. Shonaiya requested that the recent NCARB Annual Business Meeting be posted on the newsletter and the Maryland Board website. Mr. Thomas agreed to send the weblink to the Board members once these are posted.

**Board Counsel’s Report**

**Legislative Task Force**

Mr. Venuti reported that the Legislative Task Force met on June 2, 2025, and worked on the changes to Maryland regulations and the A.R.E. Education Equivalency Matrix. The next committee meeting is scheduled for July 8, 2025.

**License Verification Task Force**

Mr. Venuti informed the Board that the license verification task force has not met. The topic of license verification and fraudulent use of registration numbers was discussed during the NCARB Annual Business Meeting. He commented that this issue is not only in Maryland but nationwide. NCARB is already working on recommendations about license verification that will be helpful to the member boards. He will gather this information and plan to meet with the task force members.

**Adjournment**

There being no further business to discuss, Motion (IV) was made by Mr. Edmeades, seconded by Mr. Sneed, and unanimously carried by the Board to adjourn the meeting at 11:40 a.m.

There is no Board meeting in July. The next Board Meeting will be on Wednesday, August 27, 2025, at 11:00 a.m.

\_\_\_\_\_ With Corrections        X   Without Corrections

(Signature on File)

**Cynthia Shonaiya, Chair**

07/27/2025

**Date**