
Certified Interior Designers
Business Meeting Minutes

DATE: October 14, 2025

TIME: 01:30 PM

LOCATION: 100 S. Charles Street
3rd Floor Conference Room
Tower 1, Baltimore, MD 21201

(Video Teleconferencing via: <https://meet.google.com/xyp-ayfs-gyu>)

(By Phone: Dial (US) +1 208-718-1767 PIN: 598 245 157#)

MEMBERS PRESENT: Carmen Parsons Sneed, Chair, CID
Nichole McCollum, Vice Chair, CID
Cynthia Berardo, CID
Michael Daly, CID, RA
Suzanne Frasier, CID
Elizabeth Glenn, Consumer Member

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

OTHERS PRESENT: Mandy Gitt, Director of Advocacy, Maryland Coalition for Interior Designers
Lisa Cole, Co-Director of Advocacy, Maryland Coalition for Interior Designers

Called to Order

Carmen Sneed, Acting Chair, called the business meeting of the Board of Certified Interior Designers to order virtually.

Approval of Minutes

Motion (I) was made by Ms. Berardo, seconded by Ms. McCollum, and unanimously carried by the Board to approve the July 15, 2025, business meeting minutes with no corrections.

Complaint Committee Report – None

Outreach Committee

Ms. Sneed stated that she is in contact with Ms. Gitt and Ms. Cole of the Maryland Coalition for Certified Interior Designers (MDCID) to collaborate on the CID Board's Outreach Program. She will provide them with the list of certified interior designers in Maryland.

Ms. Berardo reported that the Outreach Committee is in the process of gathering information from the NCIDQ (National Council for Interior Design Qualification) and the Maryland Board of Architects regarding the outline for the CID Outreach program. She and Ms. Sneed will be attending the 7th Annual B'more Design Expo on Thursday, November 6, 2025, at the Renaissance Baltimore Harborplace Hotel, which was organized by the Maryland Coalition for Certified Interior Designers (MDCID). The goal of joining the Annual B'more Design Expo next year is to encourage more interior designers to become registered in Maryland. Ms. Berardo stated that an e-blast could help reach out to interior designers in Maryland. Mr. Thomas agreed.

Ms. McCollum presented the outline they prepared for the outreach program during the meeting. The format was a combined template from both the CIDQ and the Maryland Board of Architects' outreach presentation. The outline summary includes information about certified interior designers, the steps to become certified, the benefits, and guidelines for maintaining certification. Ms. Sneed encouraged the Board to share additional information they may have to finalize the report before the January 2026 CID Board meeting.

Ms. Frasier shared with the Board an overview of the outreach program and presentation at Morgan State's School of Architecture + Planning. This is an annual event hosted each Spring, and it is coordinated with Ms. Kayla Karpp of CIDQ.

DEI (Diversity, Equity, and Inclusion) Committee

Motion (II) was made by McCollum, seconded by Ms. Berardo, and unanimously carried by the Board to transition the directives and programs of the DEI (Diversity, Equity, and Inclusion) Committee to the other standing committees of the CID Board.

Executive Director's Report

Mr. Thomas announced that all meetings across the Division of Occupational and Professional Licensing will be recorded starting August 1, 2025. There'll be transcripts and videos of these meetings for archival purposes only. The official meeting minutes will still be published on the website and will continue to serve as the official record of these proceedings.

He also mentioned he received an email from the NCIDQ about the Leadership Development Council, which was previously known as the NCIDQ Strategic Council. This event is when the member Boards vote on new Board Members at the national level during the NCIDQ Annual Business Meeting. He will share this email with the Board after the meeting.

Board Counsel's Report

Mr. Venuti announced that the next legislative session starts in January 2026, which takes place before the next CID Board meeting. Other than the State Board of Land Surveyors, no Sunset report will be submitted this year on behalf of the Design Board.

New Business

Newly Appointed CID Board Member

Ms. Elizabeth Glenn, a new CID Board member, introduced herself as a retired Deputy Director of the Baltimore County Department of Planning. She is now the Chair of the US Africa Collaborative, a Maryland corporation; a non-profit organization that focuses on inclusive sustainability, smart villages, smart design, and a human-centered approach to building communities. They frequently are partners with the Maryland Department of Housing and Community Development and the Maryland Secretary of State's office.

Election of New CD Chair and Secretary

Motion (II) was made by Mr. Daly, seconded by Ms. Berardo, and unanimously carried by the Board to select Ms. Sneed as the new Chair for the CID Board. The position as Chair was duly accepted by Ms. Sneed. Motion (III) was made by Ms. Berardo, seconded by Ms. Sneed, to nominate Ms. Frasier as the Board Secretary. Unfortunately, the nomination was declined by Ms. Frasier. Motion (IV) was made by Ms. Berardo, seconded by Mr. Daly, to select Ms. McCollum as the Board Secretary. The position of CID Board Secretary was duly accepted by Ms. McCollum. The Board unanimously approved both selections.

Old Business

CIDQ Model Law Task Force

Mr. Daly reported on the CIDQ Model Law draft. The draft will be open for public comments from January to April 2026. Between August and October, the document will be finalized for CIDQ Board approval and will finally be voted on at the November 2026 CIDQ Business Annual Meeting.

Ms. McCollum asked about the implementation of the CIDQ Model Law (Practice Act) in the State of Maryland. Mr. Venuti suggested waiting until CIDQ finalizes the document, then our Board could create a task force to review the model law proposals internally. Mr. Thomas agreed.

Correspondence – None

Adjournment

There being no further business to discuss, Motion (V) was made by Ms. Sneed, seconded by Ms. McCollum, and unanimously carried to approve the Board to adjourn at 2:28 p.m. The next Board Meeting is scheduled for Tuesday, January 13, 2026, at 1:30 pm.

Approved: x without corrections with corrections

(Signature on File)

Signed: _____

Carmen Sneed, Chair

01-13-2026

Date: _____