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March 3, 2022

Invitation to the 2022 Annual Business Meeting

Dear Member Board Members:

I am pleased to invite you to NCARB's 2022 Annual Business Meeting. Join us June 2-4, 2022, as we gather to conduct essential business and explore the future of NCARB, our members, and the entire architecture community.

The 2022 Annual Business Meeting will offer hybrid engagement opportunities with options for attending virtually or joining us in-person in Austin, Texas. NCARB is closely monitoring the ongoing COVID-19 pandemic, and all in-person activities are being designed with all health and safety guidelines and restrictions in mind.

However you choose to engage, take advantage of this opportunity to shape the national conversation. During the meeting, members of licensing boards across the country will vote on several important resolutions, elect FY23 leadership, and discuss current trends and concerns. You'll also have the chance to attend workshops designed to better equip you to carry out your board's essential mission to protect the public and receive updates on key initiatives for the year ahead.

Your participation is crucial as we reflect on current accomplishments and set the agenda for the year ahead—make sure your jurisdiction's voice is heard.

I look forward to seeing you in June!



Alfred Vidaurri Jr., NCARB, NOMA, FAIA
President/Chair of the Board

2022 Annual Business Meeting

Official Meeting Notice

- Draft Annual Business Meeting Agenda
- Your Guide to ABM

This notice is sent 90 days in advance of the Annual Business Meeting in accordance with NCARB Bylaws, Article V, Section 1.



Edward T. Marley, NCARB, AIA, LEED AP
NCARB Secretary

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Coronavirus (COVID-19) Update

NCARB is closely monitoring the ongoing pandemic, and the Annual Business Meeting is being planned with current recommendations from the Centers for Disease Control and Prevention (CDC) in mind. This year's meeting will allow attendees to participate both in-person and virtually, so you can choose the attendance option that best suits your health and safety needs.

Draft 2022 Annual Business Meeting Agenda

Please note: If you plan to attend virtually, all times are **Central Daylight Time (CDT)**. This agenda is subject to change.

Thursday, June 2

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|------------------|---|
| 9 a.m. – 1 p.m. | NCARB FY22 Board of Directors Meeting |
| 4 – 6 p.m. | First Business Session
<i>This session includes opening remarks, recognition of special guests, and a preview of the meeting's events.</i> |
| 6:15 – 7:30 p.m. | Welcome Reception |

Friday, June 3

9:30 a.m. – Noon	Second Business Session <i>This session includes leadership reports and an introduction of candidates for the FY23 Board of Directors.</i>
1:20 – 2:20 p.m.	Workshop Session 1
2:40 – 3:40 p.m.	Workshop Session 2
4 – 5 p.m.	Workshop Session 3
7 p.m.	Regional Dinners

Saturday, June 4

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|-------------------------|--|
| 7:30 a.m. | Voting Delegates Meeting |
| 8 – 10 a.m. | Regional Meetings |
| 10:30 a.m. – Until done | <p>Third Business Session</p> <p><i>This session includes voting on resolutions, elections for the FY23 Board of Directors, and a town hall with NCARB leadership.</i></p> |
| 3 – 4 p.m. | FY23 Committee Chairs Leadership Strategy Session |
| 6 – 7 p.m. | President’s Reception & Recognition of President’s Medalists |
| 7 – 10 p.m. | <p>President’s Dinner</p> <ul style="list-style-type: none"> • FY22 President – Farewell Remarks • Induction of FY23 NCARB President |

Sunday, June 5

- | | |
|------------------|---|
| 10 a.m. – 1 p.m. | NCARB FY23 Board of Directors Meeting |
| 10 a.m. – Noon | Optional Committee Chairs Leadership Training |

Your Guide to the 2022 NCARB Annual Business Meeting

If you're new to NCARB or have never attended an Annual Business Meeting, here's everything you need to know about this gathering and its important role in the regulation of the architectural profession.

What is the Annual Business Meeting?

NCARB is made up of the architectural licensing boards of the 50 U.S. states, the District of Columbia, Guam, the Northern Mariana Islands, Puerto Rico, and the U.S. Virgin Islands. Once a year, delegates from each board come together to review and comment on NCARB's programs and services, consider changes to national licensure standards, and elect new leadership. A key focus of the meeting is ensuring that Member Boards are best equipped to fully understand, utilize, and demonstrate the value of NCARB's regulatory toolkit; in doing so, attendees develop national consensus regarding best practices and strategic thinking. The meeting enables NCARB to evolve in its work of facilitating architectural licensure across the United States, providing essential services to its members, licensure candidates, and licensed professionals, while supporting our Member Boards as they protect the public health, safety, and welfare.

Why attend the Annual Business Meeting?

Participation from each jurisdictional board is an essential part of the Annual Business Meeting. Changes to programs, adjustments to model laws and regulations, and the election of national officers to guide the implementation of NCARB services all require national consensus from the diverse voices of NCARB's 55 jurisdictional Member Boards. Your attendance ensures that your board's unique perspective, priorities, and concerns are a part of the national conversation.

As an attendee of the Annual Business Meeting, you will help shape NCARB's agenda for the coming years as you vote on resolutions and elect new members of the NCARB Board of

Directors. In addition, you will receive important resources and training to better position yourself as an effective member of your licensing board. This year's meeting will be available virtually as well as in person, so this is an excellent opportunity for Member Board Members who wouldn't normally be able to attend to follow along and engage with their counterparts in other jurisdictions.

Your Role

All delegates attend each day's plenary session, where organizational business is carried out, as well as several workshops. Your role is to represent your board as we work to create the best possible national licensing standards and further our shared mission of protecting the public by facilitating licensure.

If you have been identified as your board's voting delegate, you are responsible for casting an official ballot in any votes for resolutions or elections of NCARB officers. You will receive follow-up information, including a voting guide, if you are designated as the voting delegate.

Funding

NCARB will continue to help facilitate the national conversation and the work of our boards by making funds available to travel. To determine if you are one of your jurisdiction's funded attendees, please discuss with your board's executive and chair before registering for ABM.

2022 Annual Business Meeting Workshops

This year, attendees will engage in workshops that review tools and best practices for Member Boards, what's on the horizon for NCARB, efforts to promote reasonable regulation, exploration of future licensing models, pathways to NCARB leadership, and ongoing diversity, equity, and inclusion efforts.

Submission of Resolutions

The items placed on the agenda for discussion and vote by NCARB membership at the Annual Business Meeting are known as resolutions.

As per the NCARB Bylaws, all resolutions submitted by Member Boards or regions for consideration at the 2022 ABM must be presented to the Regional Leadership Committee for review by **March 21, 2022**. Resolutions may include a brief statement of support.

The Council will distribute all resolutions that are not laudatory in nature to its Member Boards by early May. All Member Boards, regions, and the NCARB Board of Directors may offer amendments to the resolutions at the Annual Business Meeting.