

Here is some basic information regarding Board service:

As you probably know, service on the board is purely civic service. It's not glamorous and it is a significant commitment for this Board. However, board members feel that the benefits are great, too: getting to know the other members, getting to see how one aspect of government works, becoming familiar with the regulated profession, and even improving their personal practice.

Board meetings - Board meetings typically occur monthly on the 2nd Friday of each month. The meetings usually begin about 9:00 a.m. and the meetings conclude by mid-afternoon. Meeting preparation by reading each agenda is expected. Preparation time is variable, depending on the individual, but I would estimate about 6-8 hours as a place to start.

**Please note** that the Board typically meets via Zoom webinar but may meet in person at our Denver offices from time to time (although there are no plans to do so at the moment).

The board meeting agendas include, complaints against licensees and unlicensed persons, consideration of applications for licensure that our Office of Licensing is not able to approve based on pre-determined review parameters and need board review, and various policy issues.

Orientation - Members appointed to the Board will receive an email from our Division with orientation materials for review. This helps the member understand what the Board meetings involve and what the focus should be. That orientation would take about 2 hours.

Training meetings - We typically provide training as Lunch-and-Learn sessions or at the end of a regularly scheduled meeting of the Board throughout the year. The training covers topics related to the industry, such "101's" on Architecture, Engineering (sometimes discipline specific), and Land Surveying. Additionally, Annual Ethics Training is provided virtually by our Office of Legal Affairs.

Regular attendance at meetings **is not optional** as the role each Board Member fills is important to fulfill the Governor's expectations for addressing Board business. 1 absence per year is acceptable, but anything beyond that is not.

Board members are compensated \$50 per day (except those that work for the State) for their service and for any in person meeting(s) reimbursement is made for mileage to/from the meeting and parking expenditures; lunch is also provided. For those traveling a distance of 200- 250 miles, overnight accommodations may be considered.

Typically, one Board member participates in the meetings of the National organizations - An Architect for NCARB and an Engineer or Surveyor for NCEES. Participation is at the discretion of the Division and no meeting or committee work should conflict with any regularly scheduled meeting of the Colorado Board.

Thank you very much for your consideration. Please let me know your interest level as soon as possible including a copy of your current resume. If you already know you would like to apply, I encourage you to complete the short application [HERE](#) in conjunction with emailing me your resume. Please note that reference letter(s) are always helpful for the Governor when selecting a good member.

I look forward to hearing from you and hopefully scheduling a time for us to discuss your desire to serve.

Please Note that Board Members cannot serve in leadership positions in other industry organizations while serving on the Board. If you are currently serving in such a position and intent to continue to serve in that capacity, *please do* let me know asap and if you might be interested in serving on the Board in the future after your service w/ that organization has concluded.