



NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE  
ANNUAL BUDGET MEETING  
AGENDA

Joe Lombardo  
Governor

**BOARD MEMBERS**

Melinda Gustin, President/Public  
Member

Laura Miller, Secretary

John L'Etoile, CLARB  
Representative

Marc Chapelle, Newsletter Editor

**DEPUTY ATTORNEY GENERAL**  
Henna Rasul

**EXECUTIVE DIRECTOR**  
Ellis Antuñez

**DATE:** *May 30, 2025*

**TIME:** *1:00 PM*

**PLACE:** **Zoom Meeting**  
**<https://us02web.zoom.us/j/6555590472>**  
**Meeting ID: 655 559 0472**  
**Phone Via Zoom at: 16699006833, or**  
**mobile at: 6555590472# US (San Jose)**  
**Meeting ID 655-559-0472**

**Please Note:** The Nevada State Board of Landscape Architecture may 1) take agenda items out of order; 2) combine two or more items for consideration; 3) remove an item from the agenda or delay discussion related to an item at any time. Reasonable efforts will be made to assist and accommodate individuals with disabilities who wish to attend the meeting. Please, contact Ellis Antuñez at (775) 971-4410 ([landscapeboard@nsbla.nv.gov](mailto:landscapeboard@nsbla.nv.gov)), in advance, so that arrangements can be made.

**1. CALL TO ORDER- Melinda Gustin, President**

- 1) Roll Call of Board Members
- 2) Establish Quorum.

**2. PUBLIC COMMENT PERIOD** Action may not be taken on any matter brought up under public comment until scheduled on an agenda for action at a later date. Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual, the board may refuse to consider public comment. See NRS 233B.126.

***The public may comment via video conference or telephone using the meeting identification listed above.***



### **3. APPROVAL OF MEETING MINUTES (For Possible Action)**

#### **A. Meeting Minutes of April 4, 2025**

### **4. EXECUTIVE DIRECTOR REPORT- Ellis Antuñez (For Possible Action on all items below)**

#### **A. Discussion and possible action on Financial Operations Update**

- 1) Review, discuss and approve FY26 Budget
- 2) Previous Year Comparison with Fiscal Year 2025 Budget v. Actual
- 3) Report on Certificate of Deposit accounts
- 4) Capital Expenses
  - a) CLARB Annual Dues
  - b) CLARB Annual Meeting Attendance Lexington KY September 17 – 20, 2025
  - c) New Computer system
  - d) Salaries
- 5) Lease for Office Space

#### **B.1) Review of Executive Director Performance**

- 2) Review and Discuss Appointment of Executive Director as per NRS 623A.100(b) Appoint an Executive Director.

### **5. DISCUSSION AND IDENTIFICATION OF TOPICS FOR FUTURE MEETINGS All Board Members (Discussion Only)**

### **6. DISCUSSION OF MEETING DATES AND LOCATIONS FOR 2024 (For Possible Action)**

- A. June 20, 2025
- B. Other Dates

### **7. PUBLIC COMMENT PERIOD** Action may not be taken on any matter brought up under public comment until scheduled on an agenda for action at a later date. Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual, the board may refuse to consider public comment. See NRS 233B.126. ***The public may comment via video conference or telephone using the meeting identification listed above.***

### **8. ADJOURNMENT**

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At the discretion of the Chair, public comment is welcomed by the Board, but will be limited to five minutes per person. A public comment time will be available at the beginning of the meeting and then once again prior to adjournment of the meeting. The Chair may allow additional time to be given a speaker as time allows and at his/her discretion. Once all items on the agenda are completed the meeting will adjourn.

Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual, the board may refuse to consider public comment. See NRS 233B.126.

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Anyone desiring agenda or supporting Materials regarding any board meeting is invited to call or email the Executive Director, Ellis Antuñez at (775) 971-4410 or by email at [landscapeboard@nsbla.nv.gov](mailto:landscapeboard@nsbla.nv.gov) and is available on the web site: <http://landscapeboard.nv.gov/Agendas.html> The agenda and supporting materials may also be picked up in person at 1755 E. Plumb Lane, Suite 107, Reno, Nevada 89502

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In accordance with NRS 241.020, this public notice and agenda was posted on or before August 9, 2021 on the Nevada State Board of Landscape Architecture website, <http://nsbla.nv.gov>, the State of Nevada's Public Notice Website, <https://notice.nv.gov> and in the following locations:

- a. Nevada State Board of Landscape Architecture, 1755 E. Plumb Lane, Suite 107-C, Reno, NV 89502
  - b. Nevada State Board of Landscape Architecture Website: <http://nsbla.nv.gov/meetings/2020/home>
  - c. Nevada Meeting Notice Website: <https://NV.GOV>
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- The Board reserves the right to change the order of items (other than those items posted with a specific date and time) on the agenda. Agenda items may be taken out of sequence to accommodate persons appearing before the Board and/or to aid in the effectiveness of the meeting.
  - The Board is pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements are necessary, in this regard, please notify Ellis Antuñez at 1755 E. Plumb Lane, Suite 107-C, Reno, NV 89502 or by mail at P.O. Box 34143, Reno, NV 89533, or at 775 971-4410 as soon as possible prior to the date of the meeting.
  - This Agenda was sent to all requestors for notice in accordance with NRS241.0203B. Persons/facilities must submit a request in writing every six (6) months, NRS241.0204(c).
  - With regard to any Board meeting, it is possible that an amended notice will be published adding new items to the original agenda. Amended notices will be posted in accordance with the Open Meeting Law.



AFFIDAVIT OF POSTING  
5-30-2025

The undersigned affirms that on or before 9AM on May 26, 2024, he/she posted a copy of the Notice of Public Meeting and Agenda for the May 30, 2025, meeting of the Nevada State Board of Landscape Architecture in accordance with NRS 241.020: said agenda was posted at the following location:

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Signature	Title	Date & Time of Posting
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