



The American Institute of Architects

APPLICATION FOR MEMBERSHIP

APPLICATION NO AP 18277
 Dated Dec. 10 19 62
 Received Jan. 10 19 63
 Granted Feb. 1 19 63
 MEMBERSHIP NO 18277

- A Name of applicant Lawrence Ashton Menefee, Jr. Chapter Baltimore
- B Address of applicant Butler, Maryland
- C Application received with check for \$ 20.00 on Jan. 10 19 63.
- D Application returned for correction 19 .
- E Application in due order on Jan. 10 19 63.
- F Acknowledgments to applicant and chapter on Jan. 10 19 63.
- G Certified resolution of chapter executive committee recommending admission Jan. 10 19 63.
~~or that applicant be denied received on~~
- H Record of registration received Jan. 10 19 63.
- I The applicant has been examined as to his professional qualifications by
Md. Bd. of Examiners & Reg. of Architects
- J The applicant is currently registered as an architect or licensed to practice
architecture in the states of Maryland
- K Application sent to The Committee on Membership Jan. 18 19 63.
- L The Committee on Membership reported on application on Jan. 18 19 63.
- M The applicant was requested to furnish additional evidence of his profes-
sional qualifications on or before 19 , which was received.

REPORT:

As a result of its findings on the evidence submitted The Committee on Membership unanimously reports that in its opinion the applicant is* qualified for membership in The American Institute of Architects.**

THE COMMITTEE ON MEMBERSHIP

Date Jan. 18 19 63

Clinton Bause
 Chairman

CERTIFICATION OF ELECTION AND ASSIGNMENT

I, Secretary of The American Institute of Architects, hereby certify that, under authority vested in me by The Board of Directors, I have this day duly elected
Lawrence Ashton Menefee, Jr.
 to membership in The Institute, and hereby declare him to be a corporate member of The Institute and assign him to membership in the Baltimore Chapter.

Date Feb. 1 19 63

Clinton Bause
 Secretary

- N Applicant admitted on Feb. 1 19 63
- O Notice to applicant and notice of assignment to chapter on Feb. 1 19 63
- P Notice of denial of application to chapter and applicant and \$
returned to applicant on 19

In Due Order
L. H. Gerson
Head
Membership Dept.
A. I. A.



APPLICATION No. 18277

INSTRUCTIONS

Type in all information carefully and sign with ink.
Mail both copies to the secretary of the local Chapter of The Institute, with check for \$20.00 made payable to The American Institute of Architects.

The American Institute of Architects

APPLICATION FOR CORPORATE MEMBERSHIP

I, the undersigned, do hereby apply for corporate membership in The American Institute of Architects.

1. My full name is **LAWRENCE ASHTON MENELEE, Jr.**
2. I am a **natural** citizen of the United States.
3. My legal residence is in the City of **Butler**
County of **Baltimore** County State of **Maryland**
4. My address in The Institute records will be **Butler, Maryland**

Number	Street	City	Zone	State

5. I am engaged in the profession of architecture as **designer**
6. I desire to be a member of the **Baltimore** Chapter.
7. I declare that I will comply with the By-laws; and the Standards of Professional Practice of The American Institute of Architects, which are attached hereto; and the Rules and Regulations supplementary thereto; and that I understand the duties, responsibilities, and obligations of a member of The Institute; and that I have read and understand all the information contained in this form and its attachments.
8. I am not indebted to The Institute or to any of its component organizations.

I enclose my check for \$20.00, for admission fee and the first year's annual dues, of which \$5.00 is for a year's subscription to the *Journal of The American Institute of Architects* and the *Memo— a Newsletter*. It is my understanding that if I am not admitted to membership \$10.00 will be returned to me, and \$10.00 retained by The Institute as an examination fee.

Date **12-10-62** 19

Lawrence A. Menefee Jr.
Applicant sign full name in ink

1.

PAID
11/10/63

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2. State whether a natural or a naturalized citizen.

4. State whether residence or office address.

5. State whether as a practicing architect, a teacher, a public official, etc.

STATISTICS

10. Date of birth 3-12-34 Place of birth Baltimore, Md.

11. (a) I am registered or licensed to practice architecture in the following-named states:

Maryland

(b) I passed the State Board Examination in the following-named states:

Maryland

(c) I hold Certificate No. _____ of the National Council of Architectural Registration Boards, for having passed their Standard Examination.

EDUCATION

12. (a) I attended high schools, private schools, colleges, universities, as follows:

<i>Name of School, College, University</i>	<i>Location</i>	<i>No. of Years</i>	<i>Year of Graduation</i>	<i>Degree</i>
University of Virginia		1 year		
Johns Hopkins University		1 year		
University of Virginia		4 years	June, 1958	B/Arch.

(b) I have held the following-named scholarships or other honor awards, and have traveled in the following-named countries:

PROFESSIONAL TRAINING *

13. I list below, in chronological order, the periods of my training as draftsman, the names and addresses of my principal employers, and my classification as draftsman while employed by each

<i>Employer's Name-Address</i>	<i>Type of Business</i>	<i>Classification of Position</i>	<i>Period of Employment by month and year</i>
Ettore J. Lippi	Architecture	designer	June 58- Sept. 59
Smith & Veale	"	"	Sept. 59 - present

*(NOTE: Applications must conclusively show that applicant has had three full years of experience in architectural work, in offices, governmental employment, or teaching, in addition to graduation from an architectural school; or eight full years of such experience without formal education; or equivalent combinations of both of the foregoing.)

PROFESSIONAL PRACTICE

14. I list below, in chronological order, the periods during which and the states in which I have practiced architecture as an individual or as a member of a firm or corporation or as a public official or have taught architecture or the arts and sciences allied therewith. (State names of firms or corporations or public office and of schools or colleges.)

From To

None

15. Is architecture your principal vocation? Yes

BUSINESS AFFILIATIONS

16. I list below other business in which I participate or own an interest, and the extent of such participation or interest.

None

PRESENT OR PREVIOUS MEMBERSHIPS AND APPLICATIONS IN ARCHITECTURAL ORGANIZATIONS

17. I have previously applied for membership or associateship in the _____ chapter of The American Institute of Architects. The details concerning this application are as follows:

- 18. Member of Institute from to
19. Junior of Institute from to
20. Associate of Chapter from to
21. Junior Associate of Chapter from to
22. Student Associate of University of Va. Chapter from 1954 to 1958
23. Member of State Organization in from to

REFERENCES

Five references are required, at least three of whom shall be corporate members of The Institute in good standing. Member references must be available for personal contact by the local chapter officers.

Table with 2 columns: Name/Role and Address. Includes entries for Thomas W. Smith, Rutherford O. Diehl, Graham Veale, Lawrence A. Menefee, and John A. Webb, Jr.



RECORD OF REGISTRATION

THE AMERICAN INSTITUTE OF ARCHITECTS

B A L T I M O R E

(Chapter)

Baltimore, Maryland.

(Address)

SECRETARY.

BOARD OF ARCHITECTURAL EXAMINERS.

Address

516 N. Charles Street, Baltimore 1, Md.

(Name of Applicant)

Dear Sir:

LAWRENCE ASHTON MENELEE, Jr.

The above named applicant for membership in The American Institute of Architects is an architect practicing in your state.

To qualify for such membership, an applicant must be registered or licensed by the state to practice architecture therein.

Will you please answer the following questions relating to the applicant's registration, to assist The Institute in determining his eligibility for membership? A duplicate of the form is enclosed for your files.

Date 12-12-62 1962

Orin M. Bullock, Jr.
Orin M. Bullock, Jr., Chapter Secretary

1. Is the applicant registered or licensed to practice architecture in your state? Yes
2. Was his registration or licensing by examination? Yes or by exemption?
3. What was the scope of the examination? Four-day, thirty-six hour, Written Examination which Mr. Menelee passed with a general average of 83.0%. This examination conformed exactly with the syllabus of the N. C. A. R. Boards.
4. What was the period of the examination? 4 days. Written examination 36 hours; Oral examination _____ hours.
5. When examined, did applicant have a certificate from the National Council of Architectural Registration Boards? No. If so, give Certificate No. _____
6. Date of first registration June 21, 1962. Registration No. 1576-A. Is it current? Yes-until June 1, 1963

M. J. Jamieson
(Signature of Secretary of Board)

MARYLAND BOARD OF EXAMINERS AND REGISTRATION OF ARCHITECTS

(Name of Board)

Date December 13, 1962

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A.I.A. Form H-315
10,000-2-61

A.I.A. Form H-315
10,000-2-61

11/2/63

THE AMERICAN INSTITUTE OF ARCHITECTS

The Octagon • 1735 New York Avenue, N. W. • Washington 6, D. C. • EXecutive 3-7050

February 1, 1963

Mr. Lawrence Ashton Menefee, Jr., AIA
Butler,
Maryland

Dear Mr. Menefee:

The Board of Directors of The American Institute of Architects takes pleasure in informing you that it has acted favorably on your application and welcomes you to corporate membership in The Institute.

In approximately two months you will receive a certificate of membership duly executed by the officers of The Institute.

You are assigned to the Baltimore Chapter of The AIA, effective February 1, 1963.

I sincerely hope that you will take an active and interested part in your Chapter activities. The Chapter is the cornerstone of The Institute's strength where the policies which advance our profession are developed. Members who are active in Chapter affairs gain the most from A.I.A. as professional men and provide the leadership which A.I.A. needs to meet the challenges and opportunities which the future holds for architecture.

I want you to know that The Secretary's Office is at your service to the fullest extent of its powers.

By direction of The Secretary.

Sincerely yours,

William H. Scheick, AIA
Executive Director

NOTICE OF TERMINATION OF MEMBERSHIP

EFFECTIVE DATE: 10/31/76 For non-response to ~~Regular Dues \$XXXXXXXXXX~~ or Supplemental Dues OWES

This notice has been delayed in the hope that you would respond to the Notice of Impending Termination which was forwarded to you approximately sixty days ago. Since there was no reply to this final request for dues payment, we are compelled to terminate your membership in The American Institute of Architects, effective this date.

Sincerely,

Hilliard T. Smith Jr.
HILLIARD T. SMITH, JR.
Secretary,
The American Institute of Architects

521640-1
MENEFFEE JR, L A
2525 N CALVERT ST
BALTIMORE

213

MD 21218

(Copy to State and Chapter organizations)

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MENEFEE & ASSOCIATES, LTD.

ARCHITECTS A.I.A.

lawrence a menefee jr aia
charles a de marco aia
lawrence a menefee
lawrence s lennon jr

November 8, 1976

The American Institute of Architects
1735 New York Avenue, N.W.
Washington, D.C. 20006

Dear Sir:

We are in receipt of your notice of termination of membership. We would like to investigate as to how we can become reinstated in the A.I.A. We have been unable to pay our membership dues for this past year due to our financial situation.

Please advise us as to what procedures we should follow in order to become reinstated.

Very truly yours,

Lawrence A. Menefee Jr.
Lawrence A. Menefee, Jr.
mcs

NOV 15 1976

2/3 -
S.oney
|

Recd

**Mr. Lawrence A. Menefee, Jr.
Menefee & Associates, Ltd.
2525 N. Calvert Street
Baltimore, Maryland 21218**

Dear Mr. Menefee:

Thank you for your letter dated November 8.

**If you will pay your supplementary dues by December 31,
we can reinstate your membership without your having to pay
the reinstatement fee and additional dues.**

**After December 31, we would require the dues in arrears
(1976 supplementary dues), the fee (\$20), and one year's
current regular dues (\$78). Also, the approval of your
Chapter and State.**

We hope that you will soon be able to reapply.

Sincerely yours,

**Maureen Marx, Director
Membership Procedures**

MM:ct

MENEFEE & ASSOCIATES, LTD.

ARCHITECTS A.I.A.

1. 7/78
lawrence a menefee jr aia
charles a de marco aia
lawrence a menefee
lawrence s lennon jr

July 27, 1978

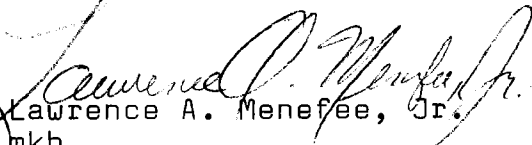
The American Institute of Architects
1735 New York Avenue, N.W.
Washington, D.C. 20006

Gentlemen:

I wish to be reinstated into the American Institute of Architects.

Enclosed please find check in the amount of \$220.00 covering the national fees for 1976 through 1978.

Very truly yours,


Lawrence A. Menefee, Jr.

mkb
Enc.

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8/2/78

2525 n. calvert street

baltimore, maryland 21218

phone (301) 338-0600

September 6, 1978

Mr. Lawrence A. Manefee, Jr.
2525 N. Calvert Street
Baltimore, MD 21218

Dear Mr. Manefee:

Thank you for your letter dated July 27 and check for \$220.00.

However, we do not understand how you arrived at that amount and must ask that you complete a 1976 supplemental dues invoice as required by the Bylaws and explained on the enclosure.

The following is required to reinstate your membership: 1976 supplemental dues in arrears (to be computed by you), one year's current regular dues (\$100) of which one half will be applied to 1979 if readmitted the last half of this year and the readmission fee (\$20). You will be billed for supplemental dues at the next regularly scheduled billing following reinstatement.

As of interest, the AIA's present dues structure is explained in the enclosed memo.

We will also need the approval of the Baltimore Chapter and Maryland Society of Architects and by copy of this letter request the Executive Director to advise you and us on this score.

Until your readmission is effected, we must ask that you eliminate the initials "AIA" from your letterhead. The same is true of Charles A De Marco who has not been a member since 1974.

Lawrence Menefee, Jr.
September 6, 1978
Page Two

We look forward to having you on board again soon.

Sincerely yours,

Maureen Marx, Director
Membership Procedures

MM:dg
Enclosures

cc: Ronald Ryner, Executive Director, Baltimore Chapter and Maryland Society of Architects, AIA

DIRECTORS, 1978-79

Lee, Jr., AIA, President
 D. Cooke, AIA, President-Elect
 B. Acey, AIA, V.P. Communications
 J. Clarke, AIA, V.P. Legislative Affairs
 George S. Salabes, Jr., AIA, V.P. Government Affairs
 Philip Vander Myde, AIA, Secretary-Treasurer
 Harold L. Adams, AIA
 W. McNeill Baker, AIA
 Mark H. Beck, AIA
 Charles W. Bowen, AIA
 Franklin J. Duane, Jr., AIA

150 South Street
 Annapolis, Md. 21401
 263-0608

Baltimore Chapter
 11 W. Mount Vernon Place, Baltimore, Md. 21201
 269-1501

Chesapeake Bay Chapter
 150 South Street, Annapolis, Maryland 21401
 263-0608

Ronald S. Ryner
 Executive Director

Potomac Valley Chapter
 150 South Street, Annapolis, Maryland 21401
 261-1400

R.M.L.
10/21

Maryland Society of the American Institute of Architects

October 19, 1978

To: Maureen Marx

Fr: Ronald S. Ryner

Re: Reinstatement of Lawrence Menefee Membership

R.M.L.
Swys OK
to reinstat
10/21

On September 6 you wrote to Mr. Menefee advising him of certain conditions for his reinstatement as an AIA member.

You asked how he determined the \$220 dues indebtedness and I will answer for him. In discussing the problem with him at that time I determined that he would owe the Institute \$100 in current dues plus \$20 for the readmission fee plus approximately \$100 in past dues.

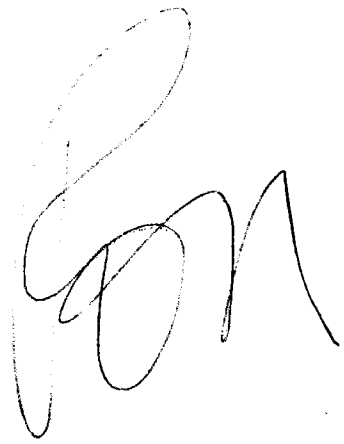
The \$100 for supplemental dues is obviously a rounding-off because it wasn't worth the nuisance to search through his files to find the data and to then apply the oddball percentage number that AIA uses. My rounding-off may have saved either Menefee or AIA a dollar or two but that is about all.

Consequently, may I suggest that you accept his payment and reinstate his membership immediately. Baltimore Chapter and MSAIA will waive his local past dues. As soon as he is reinstated by the Institute, he will be billed for local dues at the full rate.

Let's open the church door and get the man back into his pew and stop quibbling about a few missing pennies from the collection basket.

RSR/dsh

cc: Lawrence Menefee



OCT 23 1978

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November 10, 1978

**Mr. Lawrence A. Mensfee Jr., AIA
2525 N. Calvert Street
Baltimore, MD 21218**

Dear Mr. Mensfee:

We are pleased to inform you that your membership in the AIA, its Baltimore Chapter and Maryland Society of Architects has been restored, effective this date.

The normal flow of mail should resume within a month from now.

It is a pleasure to welcome you to membership again. We look forward to your renewed interest, support and active participation in AIA, Chapter and State activities.

Sincerely yours,

Robert M. Lawrence, FAIA

**cc: Baltimore Chapter, AIA
Maryland Society of Architects, AIA**

DUES INVOICE - 1982

THE AMERICAN INSTITUTE OF ARCHITECTS
1735 NEW YORK AVENUE, N.W.
WASHINGTON, D.C. 20006

Telephone (202) 626-7325
626-7322

(\$8.00 OF THESE DUES IS FOR
YOUR JOURNAL SUBSCRIPTION.)

PAGE 1

REGULAR DUES

INVOICE DATE	MEMBER NO.	REGULAR DUES	SCHOLARSHIP CONTRIBUTION *	TOTAL INVOICE	AMOUNT PAID	AMOUNT UNPAID	AIA CONTRIBUTION **
2/21/82	000404	120.00	3.00	123.00	.00	123.00	213

FOR MEMBERSHIP RESTORATION, PAY THE AMOUNT DUE AS INVOICED ON THE ATTACHED,
COMPLETE AND PAY YOUR SUPPLEMENTAL DUES, IF LIABLE.

MENEFF JR, LAWRENCE A AIA
2525 N CALVERT ST MD 21218
BALTIMORE

SUPPLEMENTAL DUES COMPUTATION:

NUMBER OF REGISTERED ARCHITECTS IN FIRM (BOTH
EMPLOYEES AND OWNERS) AS OF JANUARY 2, 1982. _____ X \$160.00 = \$ _____

SUBTRACT: REGISTERED ARCHITECTS IN FIRM (BOTH
EMPLOYEES AND OWNERS) WHO ARE MEMBERS OF AIA
AS OF JANUARY 2ND. ATTACH LIST OF THESE MEMBERS _____ X \$ 90.00 = \$ _____
TO QUALIFY FOR THIS CREDIT.

SUPPLEMENTAL DUES
EVERY MEMBER OF AIA MUST RESPOND TO THIS SUPPLEMENTAL
DUES INQUIRY. SUPPLEMENTAL DUES MUST BE PAID ON THE
TOTAL NUMBER OF REGISTERED ARCHITECTS IN THE FIRM EVEN
THOUGH ALL OWNERS IN THE FIRM MAY NOT BE MEMBERS OF
AIA. PLEASE CHECK THE APPROPRIATE BOX. SIGN WHERE
INDICATED AND MAIL TO AIA WITH PAYMENT.

- I HAVE NO OWNERSHIP OR MANAGERIAL POSITION IN A FIRM AND AM NOT LIABLE FOR SUPPLEMENTAL DUES.
- I HAVE OWNERSHIP OR MANAGERIAL POSITION IN A FIRM AND SUPPLEMENTAL DUES ARE SUBMITTED HERewith.
- I HAVE OWNERSHIP OR MANAGERIAL POSITION IN A FIRM AND MY SUPPLEMENTAL DUES HAVE BEEN PAID UNDER THE NAME OF: _____

TOTAL SUPPLEMENTAL DUES _____ \$
TOTAL DUES (SUPPLEMENTAL PLUS
REGULAR PAID THIS INVOICE) _____ \$

* THIS CONTRIBUTION TO THE AIA MINORITY SCHOLARSHIP FUND IS VOLUNTARY. IF YOU DO NOT WISH TO CONTRIBUTE, DEDUCT \$3 FROM THE TOTAL AMOUNT.

** THE AIA BOARD OF DIRECTORS HAS APPROVED THE USE OF THIS INVOICE TO SOLICIT CHARITABLE CONTRIBUTIONS FOR THE AIA FOUNDATION'S ENDOWMENT CAMPAIGN. A TAX-DEDUCTIBLE CONTRIBUTION OF \$10 OR MORE HELPS PRESERVE THE OCTAGON AND EXPAND THE AIA FOUNDATION'S SERVICES TO THE PROFESSION. TO CONTRIBUTE, PLEASE ADD \$10 OR MORE TO THE TOTAL INVOICE BILLING.

SEE INFORMATION — REVERSE SIDE