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# Idaho State Capitol Commission

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Official Minutes, February 6, 2013

A meeting of the Idaho State Capitol Commission was held on this date in Hearing Room WW17, Capitol Building, Boise, Idaho.

**Members Present:**

Andy Erstad, Chairman

Stephen Hartgen, Representative

Joe Stegner

Joy Richards

Mary Symms-Pollot

Teresa Luna, Director, Department of Administration, and Ex-Officio Member

Jeff Youtz, Director, Legislative Services Office, and Ex-Officio Member

Jan Gallimore, Executive Director, Idaho State Historical Society, Ex-Officio Member

**Others Present:**

Bryon Folwell, Studio Maelstrom

Michelle Lynch, Idaho State Historical Society

Barbara Perry Baurer – TAG History Research & Consulting

Michelle O'Brien, Robyn Lockett, Legislative Service Office

Larry Johnson, Director, Endowment Fund Investment Board

Keith Reynolds, Tim Mason, Margaret Odedo, Department of Administration

**Call to Order**

Chairman Erstad called the meeting to order at 1:30 p.m.

**General Commission Business**

Approval of Minutes

**MOTION:** Commissioner Youtz moved to approve the minutes from the December 20, 2012 Capitol Commission meeting as written, seconded by Commissioner Richards. Motion passed.

**Capitol Restoration Updates**

**Project Status & Budget**

A financial report was provided by Mr. Keith Reynolds, Chief Financial Officer with the Department of Administration. Finding no irregularities the Commission accepted the report.

## **Public Outreach, Art & Culture**

### **Arts, History and Culture Committee Report, *Jan Gallimore***

- AHC Committee Report – Commissioner Gallimore informed that the following exhibits are on display within the Capitol Building:
  - Idaho Commission on the Arts, located in the Garden Level
  - Early Governor’s Exhibition, located in the East and West Garden Level main hallways
  - Capitol Historic Tree Objects, located in Statuary Hall
- Banners Lamppost Guidelines – Commissioner Gallimore provided updated photos of banners that will be attached to lamppost around the Capitol Mail during the Idaho Territorial Sesquicentennial for all Commissioners.
- Those Who Served – Commissioner Gallimore provided an update on request for a temporary commemorative exhibit honoring Idahoans who served in the military. Commissioner Gallimore collaborated with the Military Museum and other stake holder groups for this project. Additional information in regards to the exhibit design buildup and contents that could be displayed was provided by Bryon Folwell with Studio Maelstrom. Idaho Territorial Sesquicentennial Commemoration Update –March 4, 2013 marks 150 years of the Statehood. There are a number of events that have been scheduled including Capitol Steps Kick Off.

## **Other/New Business**

### **Capitol Commission Guideline Review, Chairman Andy Erstad**

- Chairman Erstad asked all Commissioners to review the guidelines. Commissioner Gallimore than stated that these guidelines had been put in place during the Capitol Restoration project and that the guidelines have worked well. Commissioner Youtz also noted that the guidelines are more for informational proposes for our new Commissioners and as special circumstances or requests come up, they are reported back to the Commission for review and approval. No recommendations to change the document were made by the Commission.

### **Legislative Recommendation, *Jeff Youtz***

- Capitol Maintenance Reserve Fund - Commissioner Youtz provided draft legislation and a statement of purpose in regards to creating a Capitol Maintenance Reserve Fund. Commissioner Youtz further explained that this fund would provide for future major repairs and maintenance needs. Commissioner Gallimore moved to approve the draft legislation as presented, seconded by Commissioner Hartgen. Motion passed.
- JFAC One Time Transfer - Commissioner Youtz reviewed the need to transfer one time funding of one million to establish the new funding requiring approval from JFAC. Commissioner Stegner moved that the Commission approve the suggestion of a one million transfer effective July, 1, 2013. Seconded by Commissioner Gallimore. Motion passed.

### **Hearing Room Improvements**

- Capitol Hearing Room Improvements - Commissioner Youtz discussed requests to improve conference rooms by extending the dais approximately eight feet to accommodate two new desks, and relocating electrical floor connections within the Capitol Auditorium. Both

projects total \$67,000. Commissioner Youtz moved approval for spending of \$67,000 in Capitol Commission funds to undertake the work on the three hearing rooms, seconded by Commissioner Symms-Pollot. Motion passed.

### **Meeting Schedule**

#### **Capitol Commission Meeting Schedule, *Chairman Erstad***

- Chairman Erstad asked staff to look for dates in June or July, 2013 for the next meeting that will accommodate all Commissioners.

### **Adjournment**

**MOTION:** Commissioner Stegner moved that the Commission adjourn. The second was by Commissioner Youtz; the motion passed unanimously and the meeting was adjourned.

**The meeting adjourned at 2:31 p.m.**

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Margaret Odedo, Department of Administration