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# Idaho State Capitol Commission

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Official Minutes, August 22, 2013

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

**Members Present:**

Andy Erstad, Chairman

Joe Stegner

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

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

Mary Symms-Pollot

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

**Via Conference Call:**

Joy Richards

**Members Absent:** Stephen Hartgen, Representative

Brad Little, Lieutenant Governor, Commissioner

**Others Present:**

Michelle Lynch, Idaho State Historical Society

Jeff Tucker, Idaho Public Television

Michelle O'Brien, Robyn Lockett, Legislative Service Office

Larry Johnson, Chris Halverson, Endowment Fund Investment Board

Keith Reynolds, Jennifer Pike, Tim Mason, Jan Frew, Margaret Odedo, Department of Administration

**Call to Order**

Chairman Erstad called the meeting to order at 9:34 a.m.

**General Commission Business**

Approval of Minutes

**MOTION:** Commissioner Stegner moved to approve the minutes from the July 8, 2013, Capitol Commission meeting as written, seconded by Commissioner Gallimore. Motion passed.

**Capitol Finances**

Commissioner Youtz provided a revised financial report covering FY2013, FY2014, and FY2015; noting that the Capitol Commission itself will be seeing a substantial decrease in expenditures under the new three fund structure. Commissioner Youtz then outlined the purpose of the three funds, the Capitol Commission Operating Fund, Capitol Maintenance Reserve Fund and the Permanent Endowment Fund. The FY2015 budget request reflects \$142,000 for the Capitol Operating Fund and spending authority up to \$3,459,500 for the Capitol Maintenance Reserve Fund.

**MOTION:** Commissioner Mary Symms-Pollot moved to approve the budget as corrected. Seconded by Commissioner Gallimore. Motion passed.

## **Maintenance Reserve Fund**

Larry Johnson from the Endowment Fund Investment Board (EFIB) presented relevant information on the Capitol Permanent Fund Investment, statutory changes with the 2013 Legislative Session, authorization of special one-time distribution, and Idaho Code Title 67, which further explains the role of EFIB. Mr. Johnson also reviewed current distribution policy, sustainability, and forecast. Mr. Johnson then recommended that the reserve fund be invested in the current endowment asset mix of 70% equity, 30% fixed income. Mr. Johnson also recommends that if the Capitol Commission considers a major expenditure that notification is made to EFIB of potential withdrawal.

**MOTION:** Commissioner Stegner moved to accept all EFIB recommendations made. Seconded by Commissioner Mary Symms-Pollot. Motion passed.

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

Commissioner Gallimore began by thanking the Commission for approval of the FY2015 Capitol Curation budget and reviewed key program outcomes. She then presented an overview of current Capitol exhibitions beginning with Idaho's Early Governor's, Idaho at 150 participation, and Capitol Historic Tree objects. Additionally Commissioner Gallimore provided information on the Veteran's Exhibit of historic flags known as "Those Who Served," noting the exhibit will be available for travel around the State of Idaho.

## **Other Updates**

Commissioner Youtz reviewed facility improvement requests from the Legislative Council that consisted of East Wing Hearing Room 42 video streaming capability, at a cost of \$55,700, House & Senate Caucus room sound improvements at a cost of \$2,736, and new Audio/Video bollards located on the exterior grounds at a cost of \$9,500.

**MOTION:** Commissioner Youtz moved to authorize \$55,700 for East Wing 42 video streaming to come out of the special projects funding, and authorize expenditures estimated at \$9,500 to come from monies set aside for that project if still available, or it would be covered by the Capitol Maintenance Reserve fund. Seconded by Commissioner Gallimore.

Commissioner Stegner voiced support of including the \$2,700 for the Caucus rooms that was included in the Legislative Council request.

**WITHDRAWAL OF MOTION:** Commissioner Youtz moved to withdrawal his motion with consent of second. Second consents.

**MOTION:** Commissioner Youtz moved to approve \$55,700 out of special projects money and the costs for the Caucus room improvements of \$2,736 and \$9,500 for the new bollards to come out of the Capitol Maintenance Reserve Fund. Seconded by Commissioner Symms-Pollot. Motion passed.

Commissioner Youtz then reviewed a letter from the Attorney General in regards to the action the Commission took in approving the Lewiston project. Commissioner Hartgen had requested this informal opinion, and wanted the results to be available to the Commission. The Attorney General felt that current statutes do cover actions that the Commission took.

Commissioner Youtz then presented a short video clip on the virtual Capitol Tour program in collaboration with Idaho Public Television. Michelle O'Brien and Jeff Tucker have worked very hard on this project. This program allows our legislatures to interact live with their schools back home. It has been

tremendously successful with funding coming from the Idaho Library Association, and contributions of staff time from Legislative Service Office and Idaho Public Television.

Jan Frew brought to the attention of the Commission that we have received the original unframed water color by Paul Brown that was commissioned for the Grand opening. Ms. Frew stated that we are looking for some direction on framing and hanging the item in the building. It was agreed by the Commission that Ms. Frew work with Commissioner Gallimore on framing and location of the water color.

Ms. Frew then mentioned that the Division of Public Works will be hosting the Western Regional Conference for the National Association of State Facilities Administrators on September 18, 2013. Part of the conference will be highlighting the Capitol restoration and there will be a special session on low water use and xeriscaping.

Additionally Commissioner Gallimore thanked Ms. Frew for leading a Capitol tour of twenty individuals from around the country who were attending a conference for State Historic Preservation Officers.

### **New Business**

The next meeting will be the day before our annual JFAC meeting. Margaret will work with Commissioner Youtz on a date and will get the information to all Commissioners.

### **Adjournment**

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

**The meeting adjourned at 10:47 a.m.**

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Margaret Odedo, Department of Administration