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# Idaho State Capitol Commission

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Official Minutes, August 27, 2014

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

**Members Present:**

Andy Erstad, Chairman  
Brad Little, Lieutenant Governor  
Mary Symms-Pollot  
Jeff Youtz, Director, Legislative Services Office, and Ex-Officio Member  
Teresa Luna, Director, Department of Administration, and Ex-Officio Member  
Janet Gallimore, Executive Director, Idaho State Historical Society, Ex-Officio Member

**Members Absent:**

Joe Stegner

**Via Conference Call:**

Stephen Hartgen, Representative  
Joy Richards

**Others Present:**

Michelle Lynch, Idaho State Historical Society  
Larry Johnson, Laurel Fitz - Endowment Fund Investment Board  
Robyn Lockett, Michelle O'Brien, Eric Milstead - Legislative Services Officer  
Keith Reynolds, Tim Mason, Jan Frew, Jennifer Pike - Department of Administration  
Danielle Heath, CSHQA

Chairman Erstad called the meeting to order at 10:02 a.m.

The Chairman welcomed to the Committee Eric Milstead, incoming Director of the Legislative Services Office.

**APPROVAL OF MINUTES**

**Motion:** Commissioner Symms-Pollot moved to approve the minutes from the January 30, 2014 meeting as written; seconded by Commissioner Richards. With no discussion or objection, the motion carried.

**CAPITOL FINANCES**

Commissioner Youtz reviewed the budget of the Capitol Commission budget that consists of an operating fund and an endowment.

Commissioner Youtz noted that starting in FY2014, the Commission established a Capitol Maintenance Reserve Fund to address future repairs and maintenance. This fund includes the license plate fees, a one-time appropriation from the Permanent Endowment and an annual 5% transfer from the permanent endowment.

Operating Fund Expenditures satisfy the Commission's statutory obligation to provide a budget for approval each year. The proposed operating expenditures for FY2016 are the same as FY2015. Within the operating fund is a line item for Special Project Costs for improvements or special projects supported by the Commission that are not repairs and maintenance.

The Permanent Endowment, managed by the Endowment Fund Investment Board, is doing well and continues to grow.

Chairman Erstad asked, and Commissioner Youtz confirmed, that any funds in the Capitol Maintenance Reserve Fund that are not used in the current fiscal year roll over for use in the next year.

Commissioner Youtz recommended the Commission make a motion to approve the proposed FY2016 budget, including spending authority sufficient to cover the Department of Lands management fees and some spending.

**Motion:** Commissioner Youtz moved to approve the FY2016 budget request, including \$142,000 in Operating Fund Expenditures, and that spending authority out of the Capitol Maintenance Reserve Fund be \$2.5 million (\$300,000 for Management Fees and \$2.2 million for repair and maintenance). Seconded by Commissioner Symms-Pollot.

**Discussion:** Chairman Erstad inquired about the \$70,000 increase in management fees from FY2015 to FY2016's budget. Commissioner Youtz explained that the request for increased spending authority will adequately cover the management fees for FY2016; the management fees had exceeded the \$230,000 estimates in both FY2014 and FY2015.

(Commissioner Brad Little joined the meeting at 10:14 a.m.)

**Motion, Cont.:** With no further discussion, the motion carried.

The budget will be presented to the Joint Finance-Appropriations Committee during the 2015 Legislative Session.

## **PUBLIC OUTREACH / ARTS, HISTORY & CULTURE**

Commissioner Gallimore gave an overview of the Capitol Curation Program.

The Arts, History & Culture (AHC) subcommittee, currently comprised of Commissioner Gallimore and Commissioner Youtz, is charged with reviewing proposals from Michelle Lynch, Capitol Curator, and others, to nominate displays in the Statehouse. The AHC subcommittee has a strong partnership with the Arts Commission.

Commissioner Gallimore reminded the Commission that during the remodel of the Capitol there was desire to start an art purchase fund. That fund has not yet come to fruition, but the rotating exhibits and the collaboration with the Arts Commission and other groups has allowed for a range of rotating exhibits that represent the entire state.

Commissioner Gallimore then presented the proposed 2014-2015 Capitol Changing Exhibits calendar to the Commission. Additionally, while the Idaho State Historical Museum is under construction, the Historical Society will be featuring themed rotations of exhibits in Statuary Hall from the museum's collections. The previously featured exhibit, "Those Who Served", will now become a statewide traveling exhibit in coordination with Military Museum.

As part of the recognition of Idaho's 125<sup>th</sup> year of statehood celebrations, and as March 4, 2015 being Idaho's first "Idaho Day"; the original Idaho Constitution will be displayed in the Capitol on that day. Additionally, banners noting the 125<sup>th</sup> anniversary of Idaho's statehood will be placed on the posts around the Capitol, in cooperation with the Department of Administration. There are no additional costs to the Idaho Capitol Commission for these exhibits. The event duration is yet to be determined.

**Motion:** Commissioner Youtz moved to approve the 2014-2015 Capitol Changing Exhibits for 2014-2015 and rotating features from the ISHS collections. Seconded by Commissioner Symms-Pollot.

**Amended Motion:** Commissioner Youtz moved to approve the 2014-2015 Capitol Changing Exhibits for 2014-2015 and rotating features from the ISHS collections, including the Idaho Constitution which will be displayed as part of Idaho Day. Second, Commissioner Symms-Pollot, concurred. With no further discussion, the motion carried.

As a reminder, the Idaho State Historical Museum will be under construction for the next two years. ISHS will be doing exhibitions and promotions around the state during that time. Exhibitions will also be available online.

### **PROJECT UPDATES: 3<sup>rd</sup> Floor Lounge**

Commissioner Youtz presented the renderings developed by CSHQA for the public lounge on the 3<sup>rd</sup> floor of the Capitol. The exact use of this room was not clearly identified in the restoration project. Commissioner Youtz recommended that the Commission continue the room as a lounge and overflow area for committee meetings with mounted television/monitors, particularly JFAC, House floor and Senate floor. The initial artwork in this room will be Paul Kjellander's artwork titled Legislators at Work.

Commissioner Gallimore noted that Mr. Kjellander will be gifting his artwork to the State. The paintings will then become part of the State's permanent historic art collection.

Commissioner Youtz estimated the budget for this project around \$50,000; those funds would come out of the special projects fund. There are some opportunities to use existing furniture versus purchasing all new furniture. The target for completion of this project would be prior to the 2015 Legislative Session.

Jan Frew, Deputy Administrator Division of Public Works, inquired about the possibility of using picture rails to minimize the damage to the wall from rotating artwork in the lounge. Commissioner Youtz responded that the lack of picture rails had been a personal preference, but the Commission could decide to add them.

**Motion:** Commissioner Gallimore moved to authorize expenditures up to \$50,000 to implement the concept presented for the 3<sup>rd</sup> Floor Lounge project. Seconded by Commissioner Richards. With no further discussion, the motion carried.

Commissioner Hartgen inquired about the possibility of the Thomas Moran painting of Shoshone Falls, currently at the Gilcrease Museum, to be made available for loan to the Idaho Capitol for display. Commissioner Gallimore vaguely recalled a prior conversation about this piece. The Commission could have the opportunity to request a loan, but would also need to consider expenditures around \$150,000 for insurance, crating and transportation for a multi-billion dollar piece. Commissioner Gallimore would also have to verify the dimensions of the painting to see if there is a space in the Capitol suitable for the display. Commissioner Gallimore will follow up on the inquiry.

### **PROJECT UPDATES: Capitol Building ADA Compliance**

Jan Frew reviewed her continuing work with the U.S. Department of Justice (DOJ) in regards to ADA compliance issues. At its last meeting, the Commission approved \$110,000 from the Capitol Maintenance Reserve Fund to address signage throughout the building and on the grounds, add automatic door openers, correct the cross slope on ramps, modify railings on entry ramps, and addresses fabrication and installation of ADA hardware and adding wheelchair spaces and companion seats in the Lincoln Auditorium with additional designated signage.

Additional items still in the design and estimate phases are the Gallery modifications and Lincoln Auditorium seating issues. Ms. Frew hopes to bring those items back to the Commission at its next meeting.

The target timeline is to have an agreement in place with the DOJ by the end of the year, but possibly commence work on the cross slope of the ramps as early as fall 2014.

Ms. Frew also made the Commission aware of a few items she planned to present at the next meeting. The first is a need for a fall protection system on a roof of the building. This is a Division of Building Safety requirement that was not foreseen during the reconstruction. Second is a method for more efficiently and effectively inventorying and maintaining the furnishings in the building and how to make the users aware that funding is available to make any repairs, particularly to the historical pieces. Lastly, there is the need to develop a protocol for changes to the building noting who has decision making authority.

Michelle Lynch, the Capitol Curator, conducts an inventory of historic furniture every year. Each Capitol tenant is responsible for verifying the rest of their inventory, including those pieces that were purchased by the Commission as part of the restoration. Commissioner Gallimore noted that there is a lack of communication and education with office staff about how to properly handle issues with furniture, both new and historic, and some kind of written procedures or protocol would be beneficial.

## **NEW BUSINESS**

The next meeting will be scheduled the day before or afternoon of the budget presentation to the Joint Finance-Appropriation Committee. **(Since this meeting, the JFAC budget presentation has been scheduled for February 5, 2015)**

Chairman Erstad recognized Commissioner Youtz for his service to the Commission with a token of the Commission's appreciation.

## **ADJOURNMENT**

**The meeting adjourned at 11:06 a.m.**

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Jennifer Pike, Department of Administration