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# Idaho State Capitol Commission

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## Official Minutes

October 14, 2021

A meeting of the Idaho State Capitol Commission was held on this date in room WW17, State Capitol Building, Boise, Idaho, and via teleconference. Chairman Erstad called the meeting to order at 2:30 p.m.

## Attendees

### Members Present:

Andy Erstad, Chairman

Keith Reynolds, Director, Dept. of Administration (DOA), Ex-Officio Member, Commission Secretary  
Terri Kondeff, Director, Legislative Services Office (LSO) and Ex-Officio Member

Mary Symms

Janet Gallimore, Executive Director, State Historical Society (ISHS), and Ex-Officio Member

Representative Jason Monks

Marilyn Whitney, Deputy State Superintendent of Public Instruction

Nancy Sue Wallace

### Members Absent:

Senator Chuck Winder

### Others/Staff Present:

Steve Bailey, Deputy Director/CFO, Department of Administration

Nicole Inghilterra, Capitol Curator, ISHS

Pat Donaldson, Administrator, DPW

Sarah Phillips, Curator of collections and exhibitions ISHS (via teleconference)

Kimberly Rau, Executive Assistant, Department of Administration

## Action Item

### Approve August 18, 2021 Meeting Minutes:

**MOTION:** Commissioner Reynolds moved, and it was seconded by Commissioner Gallimore that the minutes of the August 18, 2021, Idaho State Capitol Commission meeting be approved as submitted. The motion passed unanimously.

## **Action Item**

### **Review proposed Capitol Building Use Manual changes and public comment:**

Commissioner Reynolds shared the background with the Commission regarding the decision to amend the Capitol Building Use Manual. Last year, upon looking to the manual for guidance regarding a display request, it was determined that the manual needed more clarification, along with other updates.

The Commission reviewed and took into advisement the one submitted public comment. Further discussion ensued regarding the history of the Capitol Building Use Manual, and why changes needed to be made. Deputy Attorney General Julie Weaver clarified for the Commission the difference between a display and an exhibit, which are the terms used in the usage manual. Displays are defined as attended items and are allowed both inside and outside of the Capitol. Exhibits are unattended items, such as items from the Idaho State Historical Society (ISHS). The public comment is relevant to that clarification. Chairman Erstad commented that the usage manual is consistent, a public request last year is what led to the review of the manual and subsequently the changes.

Commissioner Gallimore thanked Deputy Attorney General Julie Weaver for all her effort and hard work regarding the Capitol Building Use Manual, on behalf of the Commission.

#### **MOTION:**

**Commissioner Reynolds moved to approve the revised Capitol Use Manual dated August, 2021 as submitted. Commissioner Monks seconded the motion. Motion carries unanimously.**

#### **Next Meeting Date:**

The next Capitol Commission meeting is scheduled for February 17, 2022.

## **Adjournment**

The October 14, 2021 meeting of the Idaho Capitol Commission adjourned at 2:47 PM

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Kimberly Rau, Program Specialist  
Department of Administration