

## **CAC Minutes December 4, 2015**

Meeting was called to order by Chairman Scarbrough at 12:25 p.m. Minutes from the September meeting were approved as written.

### **CAC Member Training - Gina Burgin (Deputy Secretary of Finance):**

Ms. Burgin explained and reviewed CAC committee rules and bylaws for all members as well as the requirements of the Freedom of Information Act (FOIA). Among the salient points:

- CAC members are asked to attend four meetings per year and must be willing to serve on a subcommittee. All CAC members must submit a Conflict of Interest form each year.
- Members were apprised of FOIA rules regarding closed meetings, public meetings, and record keeping.

Written materials distributed at the meeting may be read for further information. Updates on bylaws can be commented on at the next meeting in March.

### **CAC Executive Committee:**

A motion was brought forth to approve the new Executive Committee members. They are:

- Jane Plum – Chairman
- Daphne Maxwell Reid – Vice Chair
- Cindy Conner – Secretary
- Peggy Richardson – Treasurer
- Luranett Lee – Historian
- Sarah Scarborough – Past Chairman

Motion was approved and carried.

### **Mansion Director's Report (Kaci Easley):**

- Chris Beschler, new director of the Department of General Services, was introduced.

- Visitors to the mansion from September – November: 946
- Expenditures since September meeting include \$240 for repair of furniture casters on period sofa in the ballroom; \$329 for holiday décor (thus far); and \$3858.26 for fabric to cover two reproduction loveseats in the ballroom. Balance remaining is \$26,584.03.
- Accessibility Ramp – Construction on a handicap accessibility ramp on the side of the mansion is scheduled to begin shortly. The ramp will not touch the house, and is technically removable if so desired. The First Lady invited comments from members. Among the comments, Susan Allen asked if other options had been explored. (Yes, all options had been explored.) Kathleen Kilpatrick commented that the ramp offers a modern day response to access.

### **Moment in History (Lauranett Lee)**

- Today marked Mothers Against Drunk Drivers national day of remembrance for those killed in auto accidents each year. Thanks to MADD's initiatives, laws on drunk driving changed as well as measures to determine alcohol levels in drivers.

### **Committee Reports**

#### **Collections (Lex Reeves)**

- A rare print of a View of Richmond (1833) was brought to the attention of CAC. Asking price is \$35,000. Interest in its purchase for the mansion at this time was tabled.
- Labels for existing artwork on the mansion's public floor are under consideration. Some works are already labeled; others are not. Mr. Reeves will look into purchasing new labels and will present his findings at the March meeting.

#### **Education (Clay Hamner)**

- Mr. Hamner showed the first draft of a brochure for the mansion that he worked on along with deputy director, Victoria Lewkow. Committee members are asked to send their comments by email to either him or Victoria. A final draft will be presented at the March meeting.

### **Furnishings (Will Paulson)**

- Mr. Paulson presented his report on eleven archival boxes pertaining to the mansion that he found at the State Library. Findings included the following:
  - Original name for the mansion was the Governor's House.
  - The General Assembly directed purchase of furnishings for many years.
  - Inventories of furnishings were done on a regular basis
  - Furnishings were periodically auctioned when new items were purchased.

### **Building and Restoration (Bryan Green)**

- Mr. Green brought along a group of graduate students to give a presentation on their research on the Old Kitchen. From their research in the Duke University archives, they were able to find the names of slaves who worked at the mansion in the 19<sup>th</sup> century as well as correspondence and other materials.
- Students suggested to dedicate the Old Kitchen and its garden to the enslaved who worked at the mansion. The project could include landscaping the yard and featuring memorial plaques with the names of the slaves as well as quotations from their correspondence. Their stories could be told on permanent posters inside the kitchen.
- All members found the presentation most compelling and agreed to follow up on the students' suggestions as a future project. Details will be discussed at the March meeting.

### **New Business (Kaci Easley)**

- Ms. Easley gave a report on a meeting with a professional silver conservator to re-plate various pieces from the U.S.S. Virginia. Will Paulson and Peggy Richardson volunteered to get other estimates.
- Members are invited to comment on the updated CAC bylaws at the next meeting in March.

**Next Meeting: March 3, 2016**

**Meeting adjourned at 2:25**  
**December Attendees**

Alefantis, Sue  
Allen, Susan  
Camden, Tom  
Chen, Rose  
Conner, Cindy  
Davis, Beverly  
Davis, Harry  
Denlea, Maureen  
Green, Bryan  
Hamner, Clay  
Herndon, Mark  
Lee, Luranett  
Reid, Daphne Maxwell  
Paulsen, Will  
Plum, Jane  
Reeves, Lex  
Richardson, Peggy  
Scarborough, Sarah  
Smith, Rita Moyer  
Theobald, Mary  
Wood, Steven

**Staff & guests**

Beschler, Chris  
Burgin, Gina  
Easley, Kaci  
Gomer, Charlotte  
Kilpatrick, Kathleen  
Lewkow, Victoria  
Lynch, Alyice  
Peeks, Andrea  
Shinn, Emily  
Watson, Lindsey