

Citizens' Advisory Council
Meeting Minutes
June 24, 2015

Vice-Chairman Ashley Peace called the meeting to order at 12:15 p.m. and welcomed all participants.

Approval of Minutes - Minutes from the March 26 meeting were approved as written.

Mansion Director's Report (K. Easley) - Ms. Easley reviewed the past financial report and presented a new format for future reports. A request was made for a detailed description of the line items to be included in the new report format.

Proposal for Removable Shelving Units in Dining Room (V. Lewkow) – Deputy Director Victoria Lewkow presented a prototype for a removable shelving unit to be placed in the two dining room niches at the request of First Lady Dorothy McAuliffe. The Governor and First Lady would like to use the shelves to display historical items that would enhance the tour experience for visitors, such as the collection of silver from the *SS Virginia*, or china from past governor's that could be acquired with the assistance of the CAC's Acquisitions and Collections committee.

The prototype for the unit was built by master carpenters Danny Duke and Ken Boyd of the Department of General Services. Both have worked on other projects around the mansion. Cost for both units is \$1200.00, which includes labor, materials, paint, and installation.

The presentation generated discussion about the unit's style, the use of moldings, and the spacing between the actual shelves. At the conclusion of the discussion, Ms. Peace recommended that DHR be contacted before final recommendations.

Committee Reports

Education (J. Plum) – Several projects are being undertaken by this committee: a new brochure for the mansion; a new selection of photographs, along with reframing, of historic photos located along the small hallways on the mansion's first floor.

- **Brochure:** The committee met by conference call in late March to discuss plans for a new mansion brochure. The last one produced was in 2004. It was decided that Ms. Lewkow will draft the copy and distribute it for comment by email to all members of the committee. Once changes and edits are made, the final draft copy will be distributed for approval at the next meeting of the CAC. Cost estimates will also be discussed at that time.
- **Historic Photographs:** Replacing some of the photographs found in the small hallways of the first floor of the mansion is under discussion. These photos are often seen during tours. Along with some new selections from the Library of VA, Valentine, etc., also under consideration is the enlargement and reframing of all selected photos. Committee members Jane Plum and Brownie Ritenour suggested looking into better lighting for the area as well.
- **Docents/Volunteers:** In an effort to attract more docents, an application on the mansion website is being considered. A draft of the application will be sent to the committee for review.

Department of General Services (A. Peeks)

Ms. Peeks reported on the progress made with the inventory project at the Patrick Henry building. She made special mention of the excellent work done by docent Aurora Vicars, who volunteered to assist with items in storage from the mansion. A gift of a book was made to Ms. Vicars. The project is ongoing and reports will continue at future meetings.

Virginia Capitol Foundation (A. Lynch)

Currently, the Virginia Capitol Foundation is trying to raise money for women and Indian monuments. Cost of the project is just under 10 million dollars. Next week, major gifts will be announced to the campaign. Plans for a second monument dedicated to Virginia women, are also underway. Twelve bronze figures have been chosen to be featured within the Capitol. Each woman has a compelling story that contributed to Virginia history. The campaign project is now featured on social media sites including Facebook, Twitter, Instagram, Pinterest, and the main website virginiacapitol.gov.

Moments in History (Lauranett Lee)

Ms. Lee suggested a moment of silence be observed in remembrance of the nine victims killed in Charleston, SC. She then discussed the various exhibits on African American history including “Standing in the threshold of freedom,” the Juneteenth event held at the mansion on June 23rd, and the unveiling of the portrait of Oliver Hill, Sr. now located in the Old Governor’s Study.

First Lady’s Remarks

Toward the end of the meeting, the First Lady arrived after a scheduled event to give a brief welcome and share the importance of current events such as Juneteenth celebration and the Oliver Hill Sr. portrait donation.

Adjournment

The CAC meeting was adjourned at approximately 1:40 p.m. The date for the next meeting will be emailed to members by Kaci Easley along with a proposed agenda and a copy of this meeting’s minutes.