

Commemorative Commission to Honor the Contributions of Virginia's Women  
Executive Committee Meeting  
June 21, 2017 – 10:00 AM – Senate Room 1  
Virginia State Capitol, Richmond, Virginia

**Meeting Notes**

Members in attendance:

Secretary Nancy Rodrigues, Senator Whipple, Susan C. Schaar and Dr. Sandra Treadway

On June 21, 2017 at 10 AM the Executive Committee of the Commemorative Commission to Honor the Contributions of the Women of Virginia met. Senator Whipple called the meeting to order. In addition to Senator Whipple, Secretary Rodrigues, Susan Schaar and Dr. Sandra Treadway were in attendance.

The meeting began with a report from Colleen Messick, who provided a breakdown of where the Commission currently stands financially (see file for handout). The members then went on to discuss the success of past fundraising events followed by Jonas Courey presenting a detailed schedule of upcoming events (see file for handout). Plans for approval of the names on the wall of honor as well as a date to announce an early list of names were also discussed. Following a report from members of the Attorney General's Office Council regarding approval of the IP contract, Senator Whipple made a motion that the Executive Committee approve the form of the IP contract as presented and authorize Secretary Rodrigues to execute the IP contract on behalf of the Commission. Ms. Schaar seconded the motion. Secretary Rodrigues called for a vote to approve the motion. The motion was approved 4-0.

Ms. Schaar moved that the Executive Committee convene in closed session to discuss matters pursuant to Section 2.2-3711 (A)(7) of the Code of Virginia having to do with the

provision of legal advice by counsel. Senator Whipple seconded the motion. Secretary Rodrigues called for a vote to approve the motion. The motion was approved 4-0.

Closed Session

Open Session

Senator Whipple moved to end the closed session to discuss matters pursuant to Section 2.2-3711 (A)(7) of the Code of Virginia having to do with the provision of legal advice by counsel. Ms. Schaar seconded the motion. Secretary Rodrigues called for a vote to approve the motion. The motion was approved 4-0.

Ms. Schaar moved to close the executive session and reconvene in an open meeting and to certify that only matters pursuant to Section 2.2-3711 (A)(7) of the Code of Virginia having to do with the provision of legal advice by counsel were discussed by the Executive Committee during the closed session. Senator Whipple seconded the motion. Secretary Rodrigues called for a vote to approve the motion. The motion was approved by roll call vote 4-0.

Senator Whipple made a motion that the Executive Committee: (1) approve the form of the construction contract as presented; (2) authorize Secretary Rodrigues to execute the construction contract on behalf of the Commission; (3) authorize payments be made in accordance with the terms of the construction contract; and (4) authorize the Commission's DGS agent to issue Notices to Proceed under the construction contract. Ms. Schaar seconded the motion. Secretary Rodrigues called for a vote to approve the motion. The motion was approved 4-0.

Senator Whipple moved the Executive Committee adjourn. Ms. Schaar seconded the motion. The Committee adjourned 4-0.