

**Women of Virginia
Commemorative Commission**
July 12, 2012, 2:00 PM
Senate Room A, General Assembly Building
Richmond, Virginia

Minutes

Members in Attendance:

Secretary Lisa M. Hicks-Thomas
Delegate Jimmie Massie
Mrs. Em Bowles Locker Alsop
Mrs. Kitty Claiborne
Sen. Mary-Margaret Whipple

Susan C. Schaar
G. Paul Nardo
Dr. Sandra G. Treadway
Mrs. Mary Abel-Smith
Ms. Jacqueline Cook Hedblom

The meeting was called to order by Secretary Lisa M. Hicks-Thomas. The Commission members introduced themselves, and a quorum was established. Mrs. Alsop called for a few corrections to the last meeting's minutes, to clarify some language used in her suggestion of Dr. Treadway leading the historical consultants that would be helping with the project. She also wanted to clarify the situation of contact between the Commonwealth's colleges' and universities' presidents. The minutes were adopted as amended.

Linda Wettstone, from the Senate Clerk's Office, gave a presentation of the website and the RFP/Application that was newly added to it. She demonstrated how one can submit a proposal, and showed features of the website that would help instruct in this. Secretary Hicks-Thomas explained that with the help of DGS and the Senate Clerk's Office, the website has pictures of the site, the plans, and the dimensions. Ms. Hedblom asked if there were instructions for uploading and submitting the RFP on the website. In response, Mrs. Wettstone told the Commission that the application and RFP will not submit until everything is completed correctly, and a window will pop up with a "Successful" or "Unsuccessful" message.

The Secretary then gave the report for the June 14, 2012 Executive Committee meeting. Members in attendance were Lissy Bryan, Em Bowles Alsop, Jacqueline Hedblom, Sen. Mary-Margaret Whipple, Susan Schaar, and Secretary Hicks-Thomas. All members of the Committee were present except for Rita McClenny. Alice Lynch also came to the meeting to answer questions about the Capitol Foundation. The committee decided that they would be responsible for creating the final version of the RFP and implementing the timeline for the project, starting with submitting the advertisement to *Sculpture* magazine. However, it was agreed upon that anything decided upon by the Committee would have to be approved by the Full Commission. The timeline for the RFP has already begun, as the RFP went live on the website recently: the ad was sent to *Sculpture*, and the deadline for proposal submissions is on October 1st. Finalists will be notified November 16th, then the 5 finalists will be presented to the Commission, hopefully having the final proposals with scale models due in February. The final selection is to be due in March. The RFP is expected to be posted to the DGS website and it was suggested that the advertisements be sent to art departments of Virginia's Colleges and Universities as well as other

art magazines and periodicals. The Virginia Museum of Fine Arts was also considered as a resource for spreading the word about the project. In discussing the RFP further, it was suggested to raise the stipend for finalists to \$3,500 to attract more submissions. The question of raising seed money was also addressed, and it was decided that the Capitol Foundation would be the fundraising arm of the Commission, instead of forming a 501(c)(3) as originally planned. An advisory board would be formed for the Capitol Foundation, and it was suggested to add members from the Commission to this board, as well as people from across the Commonwealth. It was suggested to present to Joint Rules for seed money in the form of a loan, as has been done in the past for other monuments. The contact person from DGS was selected, Dave McGreevy, and he accepted this role. The Executive Committee also selected the following people for working as an advisory board to the Committee in choosing finalists (the Executive Committee also serving as the Selection Committee): Dr. Treadway (leading the historians), Juliette Landphair (Dean of Westhampton at University of Richmond), Dave McGreevy (from DGS), Helene Combs Dreiling (2014 President of American Institute of Architects), Dr. Cassandra Newby-Alexander (Professor at Norfolk State University), Richard Guy Wilson, Alex Nierges, and Dean Joseph Seipel (from VCU). These people have not been contacted yet, but they are not needed until the deadline for proposal submission. Kitty Claiborne asked what number of proposals we will be looking at, to which the Secretary turned over to Susan Schaar. She said that the Virginia Indian Commemorative Commission only received 11 submissions, but it was not as widely advertised as this monument. Mrs. Schaar moved the previous names be agreed to, and Em Bowles Alsop seconded the motion, but Mrs. Claiborne interjected, asking if more names can be added later to this list if needed. The Secretary responded yes, and she was flexible with allowing more time to think it over, since these names do not need to be finalized until the deadline in October; however, the number of people must be kept at 7. Jacqueline Hedblom asked if someone could not participate could the Executive Committee have the power to replace them as needed, to which the Commission voted to allow that.

After the report from the Executive Committee meeting was given and discussed, the Media Rollout Plan was presented. Secretary Hicks-Thomas stated that the DRAFT press release was being worked on, and will be released by her once it is finalized (with an anticipated finalization date of Monday, July 16, 2012. There were a few corrections to the press release suggested: in the 3rd paragraph change to “Woman’s Suffrage Amendment”, and in the 5th paragraph change “principle” to “principal.” The Secretary went on to explain that the press release will be sent to local newspapers, magazines, various women’s groups, and local television shows and interviews with members of the Commission will be scheduled. Dr. Treadway suggested putting the press release on various list serves for Southern and Women’s history.

Since there was no public comment and all items on the agenda had been completed at this point, adjournment began with directing the members to the future dates of meetings of the Executive Committee and the Full Commission, the next Full Commission date being set for October 18th, 2012 at 2 PM. The Secretary reminded the Commission that the report to the General Assembly is due December 1, 2012. With that, the meeting was adjourned at 3:07 PM.