

Women of Virginia  
Commemorative Commission  
July 30, 2013

**Minutes**

Members in Attendance:

Secretary Lisa M. Hicks-Thomas  
Senator Mary Margaret Whipple  
Senator McDougle  
Delegate Massie  
Susan C. Schaar

Alice Lynch  
Paul Nardo  
Rita D. McClenny  
Em Bowles Locker Alsop  
Kitty Claiborne

The meeting was called to order by Secretary Lisa M. Hicks-Thomas. Members of the Commission introduced themselves and members of the public were welcomed. After introductions, the minutes from the previous Commission meeting on May 23, 2012 were reviewed. Susan Schaar moved to adopt the minutes, and Delegate Massie seconded the motion. The minutes were then approved.

Next, the Commission began a discussion of things that had happened since the Commission last met. Secretary Hicks-Thomas reviewed a letter from the NOVA Coalition which contained a list of women to be considered for placement on the monument. Members also reviewed a letter from the Virginia Capitol Foundation which stated that the monument design was unanimously approved by the Foundation. The Foundation letter also recommended the Commission use a collaborative fundraising effort with all projects on Capitol Square.

After the letters were reviewed, Secretary Hicks-Thomas presented members with the Executive Committee Report on the two meetings of the Executive Board which had taken place since the last full meeting of the Commission. Alice Lynch reviewed the events of the June 11<sup>th</sup> meeting where members of the Executive Board received a presentation from Jeffrey Wilk from the Monument Group. Secretary Hicks-Thomas presented the idea of hiring a primary fundraiser for the monument as discussed by the Executive Board at the June 11<sup>th</sup> meeting. Discussion then ensued over the other fundraising efforts currently under way on Capitol Grounds including the Public Safety Memorial, Indian Monument, and the current projects of the First Lady. Delegate Massie suggested members of the Commission receive an executive summary of fundraising efforts for the women's monument and others around the Capitol from Mrs. Lynch. Secretary Hicks-Thomas then provided the Commission with a summary of the Executive Board meeting on June 28<sup>th</sup>. She noted that the Executive Board met with Ivan Schwartz and John Crank from the design team to discuss the next steps of the project. Currently, the team is in the middle of contract negotiations. Secretary Hicks-Thomas also noted Mrs. Alsop requested the design team provide a design for an element of greater height to include in the Monument, to which the design team agreed to produce.

Members of the Commission then moved on to discuss contract development. Secretary Hicks-Thomas informed members that the contract had not been signed, and that she wanted the Commission to authorize contract phases. The Secretary informed members that the contract includes six phases which

will each be negotiated as funds are raised. During the 1<sup>st</sup> phase, schematic design, the design team will provide the Commission with a binder of detailed information for presentational/fundraising purposes. The total cost for Phase 1 will be \$87,000 (\$75,000 fixed design fees and \$12,000 for reimbursable expenses – travel, printing, binding, and shipping). The Secretary clarified that the design team will be paid for each deliverable as they are produced. Members of the Commission then discussed the current funds gifted to their Commission and their use in the building process. Secretary Hicks-Thomas stated she would contact the monument's major donor and receive approval from the donor to use said gift for Phase 1. Members of the Commission then voted to authorize Phase 1 of the contract if Secretary Hicks-Thomas received permission from the donor. All members voted "aye" with the exception of Em Bowles Alsop.

Discussion by the Commission moved to the decision of whether to use specific or representational bronze figures for the monument. It was noted that there will be a slight cost difference to include specific women, but it will not be much more. Susan Schaar moved to vote on using both representational and specific figures; her motion was seconded by Em Bowles Alsop. Senator McDougale raised the question of if the Commission chose to use specific figures, which women would be included. Delegate Massie responded that he did not think the decision needed to be made at that time. Senator Whipple then amended the motion to move in the direction of selecting the specific women and representational women to be decided upon at a later date. Paul Nardo voted no and all others voted yes.

After the vote, Alice Lynch presented Commission members with fundraising information she had gathered based upon recent discussions with donors. Mrs. Lynch noted that she had met with two major donors, one corporation and one foundation. Mrs. Lynch stated the corporate donor noted that it would be important for the Commission to approach them with a unified, comprehensive campaign approach. The corporation would also need to have a relatively brief overview of monument goals, timeline, cost, level of involvement and evidence that Commission members have also supported the project with their own funds. Mrs. Lynch remarked that the foundation she met with was more interested in the women's monument over other Capitol projects. While they still preferred to be approached by a unified campaign, the foundation stated they donate to projects more specific to them. Secretary Hicks-Thomas asked if the Commission could take part in both a unified and singular campaign at the same time. Mrs. Lynch responded this was possible. Mrs. Lynch explained that both the corporation and foundation suggested the Commission allocate money for educational programs, for Commission members to make donations, and for the Commission to provide them with an overview of the monument to have something formal to present to their boards. Both the corporation and foundation noted that they will consider giving a gift once they are presented with an overview. Kitty Claiborne suggested members donate funds in order to present a unified image. Members of the Commission agreed that the next meeting they will adopt a fundraising plan that Mrs. Lynch will draft.

The discussion was then opened to public comment, of which there was none. It was then agreed upon that polling dates would be sent out for future meetings and that several dates would then be set in advance. The meeting adjourned at 3:25 p.m.