

CAPITOL COMMISSION MINUTES...revised 9/15/86

AUGUST 27, 1986

Attending: Amon Evans, Chairman; Susan Simons, Commissioner of General Services; Gentry Crowell, Secretary of State; Tom Samuel (for Wm. Snodgrass, Comptroller); Dave Manning (for Harlan Mathews, Treasurer); Russell Hippe, Senator Douglas Henry, Don Jackson, Commissioner of Finance and Administration.

Absent: Representative John Bragg, Dr. John Mallette.

Chairman Evans called the meeting to order.

Mr. Evans reported to the Committee that the Secretary of State and the Comptroller have submitted to him, pursuant to T.C.A. 4-35-101, a letter stating that alternates have been appointed to the Capitol Commission to serve when the principals are not available. Mr. Evans asked that the Treasurer submit a similar letter.

Mr. Evans reported that the minutes from the last meeting have been submitted for approval. Mr. Hippe moved that the minutes be approved. Commissioner Simons seconded the motion. MOTION CARRIED.

Mr. Evans reported that the Guidelines for Contractor Selection, as well as Policies for Interior Design, Interior Decoration and Furnishings which were an issue at the last meeting have been revised and approved by the Staffs of the Office of the Comptroller, the Secretary of State's Office, the Treasurer's Office, the Attorney General's Office and the Department of Finance and Administration.

Senator Henry asked Lois Riggins and Jim Hoobler for their comments about the proposed Acquisitions Policy. Senator Henry wanted to make sure that the Museum was comfortable with the proposed policy's ability to allow staff to acquire items that appear on the market for a very short time (for example, at an auction). They agreed that although this procedure does not allow for immediate acquisitions to be made from the market place; the Museum now has a reputation within the community that enables them to negotiate with vendors. They also agreed that if the proposed policy was one that was suitable to the Commission then they would be responsible as working staff to implement and support it.

The issue of purchasing furnishings for the Capitol directly from employees of the State of Tennessee was discussed, and it was concluded that it would take legislation to allow those purchases to be made.

Mr. Hippe motioned that the Policies for Interior Design, Interior Decoration and Furnishings be adopted. Senator Henry seconded the motion. MOTION CARRIED.

Chairman Evans asked John Mesick to comment on the Policy for Contractor Selection. Mr. Mesick stated that he felt it was important for these guidelines to be put in place for all areas of the Capitol so that future generations would not un-do the work that this restoration has accomplished.

He noted that the three zones of restoration outlined in the Historic Structure Report provide for the conservation and preservation of the most historic spaces while allowing the least historic spaces to be more adaptable to the changing administrations and requirements of the day.

** Due to a malfunction of the recording device used to tape the Commission meeting, the following minutes were lost and have been reconstructed from memory.

Guidelines for Contractor Selection which had been discussed, revised and approved by Capitol Commission staff members were submitted for approval. After discussion, a motion was made by Mr. Hippe to accept the Guidelines. Motion Carried.

Mike Fitts presented the Department of Finance and Administration's plan for space allocation in the Capitol.

Secretary of State Crowell discussed the possibility of restoring the Federal Court Room instead of the Supreme Court Chamber.

Space in the James K. Polk Building was discussed as it seemed it would be necessary for many, if not all, First Floor occupants of the Capitol to move while restoration was under-way. It was discussed that tight scheduling would hopefully reduce to a minimum any inconvenience and might lead to First Floor occupants not needing to move. Commissioner Jackson stated that F&A's Facilities Management Division was willing to listen to ideas for more efficient means of relocating Capitol occupants during the restoration, if necessary, but that at the moment, this proposal seemed to be the best one. Commissioner Jackson also stated that his department would provide whatever space was necessary to make the relocation as commodious as possible.

Commissioner Jackson, Secretary of State Crowell and Tom Samuel for the Comptroller's Office agreed that they would work together to agree on a plan for the relocation of First and Ground Floor offices to the James K. Polk Building. Commissioner Jackson further assured the Secretary of State and the Comptroller that the Department of Finance and Administration would provide both the space they were designated for things like the audit division and that every effort would be made to provide the space that is needed. The space in the War Memorial Building was discussed briefly.

It was determined that two weeks would be allowed for the space allocation plan to be worked out and that the next meeting of the Capitol Commission would be at the end of that two weeks.

Chairman Evans requested that an update on the status of the hiring of Warterfield/Ehrenkrantz as the architects for the first phase of the restoration be reported at the next Capitol Commission meeting. It was hoped that their contract could be in place by the time of the next meeting.

The general time-frame for construction was discussed. Mike Fitts reported that the objective is to have the Legislative Library completed by the end of this year and the remainder of the First Phase of restoration completed by the end of next year.

Meeting was adjourned.

CAPITOL COMMISSION MEETING

AUGUST 11, 1986

MINUTES

Attending: Chairman Amon Evans, Secretary of State Gentry Crowell, Treasurer Harlan Mathews, Comptroller William Snodgrass, Representative John Bragg, Commissioner Don Jackson, Commissioner Susan Simons, Mr. Russell Hippe, Dr. John Mallette.

Absent: Senator Douglas Henry

A motion was made by Commissioner Jackson and seconded by Dr. Mallette that the minutes from the last Capitol Commission meeting be approved. MOTION CARRIED.

The Commission resolved after discussion that one half the total number of the Commission plus one would constitute a quorum for the Capitol Commission meetings. It was concluded that the staff should consult the Attorney General's Office to make certain that this is an appropriate procedure.

Comptroller Snodgrass made a motion that the question of policies and procedures to be adopted by the Capitol Commission be investigated and approved, in essence, by the staff of the various bodies, including Finance and Administration, the Comptroller's Office, the Board of Standards; and that the research necessary to accomplish that purpose be done as rapidly as possible so that at the next meeting a measure can be adopted by this commission for the policy and procedure regarding the acquisition and furnishing and design as well as contractor selection for the Capitol Restoration. Mr. Mathews seconded the motion. MOTION CARRIED.

Mr. Hippe suggested that the Tennessee Historical Commission might help in the development of a long range plan for placement of plaques and other commemorative items (such as busts, etc.) for the Capitol. Mr. Hippe emphasized the importance of having a systematic way of addressing these items.

It was decided that the current policy on non state use of the Capitol would be researched.