

# MINUTES

## Tennessee Residence Commission

### November 16, 2010

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#### **1. Call to Order – Welcome & Introductions**

Chairman Alan Robertson called the meeting to order at 10:00 a.m. He noted that a quorum was present with the following in attendance:

##### Members Present

First Lady Andrea Conte  
Jody Folk  
Wade Hill  
Shirley Horowitz  
Patrick McIntyre  
Jim Hoobler for Lois Riggins-Ezzell  
Thad Watkins for Gwendolyn Davis  
Alan Robertson

##### Members Absent

Governor Phil Bredesen  
Dr. Wayne Riley

##### Others Present

Georgia Martin

#### **2. Approval of Meeting Minutes**

Mr. Robertson stated that the Minutes of the meeting held on 10/26/10 had been distributed via email. After discussion, he stated that the usage requirements for the Carriage House should be stricken, and that the Minutes would be up for approval at the next meeting.

#### **3. Standards of Conduct and Conflict of Interest**

Signed copies of the Standards of Conduct and Conflict of Interest forms were returned, and no comments were made.

#### **4. Pool House Reroof**

Mr. Robertson reported that there are funds available from two auctions initiated by the sale of surplus items from the Residence project to support the need to do a reroofing of the pool house along with some supplementary funds that support the Tennessee Residence. He said the estimated cost is \$25,000 and that Real Property Administration has a Direct Order Contract that allows the execution of projects under \$100,000 to be done quickly. He said that Richard Rinks is a waterproofing and roofing consultant on contract who could possibly do the design, and that he would keep them posted.

#### **5. Carriage House Renovations**

Mr. Robertson stated that Ms. Conte informed him that the Tennessee Residence Foundation has some remaining funds and would like to do some fix ups at the Carriage House. He said the Carriage House is the same vintage as the Residence and the master plan calls for a renovation and restoration to accommodate guests of State. He said there was originally a project for a security and maintenance building, but it had to be shelved. He said the Carriage House has all the issues that the house had, and the Foundation might propose to support the need for this fix up at the Carriage House in its entirety. Ms. Conte stated that it would not be the full restoration, but rather cosmetic touches such as painting, repairing the porch, reworking the windows, etc. Mr. Robertson said that it is a relatively small scoped project, but the windows could be costly, so he would like to do them as an add alternate where it will be priced so they can pick and choose. Ms. Conte expressed she would like to get on it right away even though the work may not be complete by January. Ms. Conte asked if these things would have to be approved by this Commission, and Mr. Robertson thought so as any alteration or modifications get reviewed with plans brought forward for their approval. She asked if they could vote to approve those projects in concept so they don't lose time. Ms. Folk commented that the more positive things they do before the new year, the more solid they look. Ms. Conte said she would like to get it off the ground because she wanted to make sure they got it moving. Even if they don't finish it, the funds will be committed. Mr. Robertson said that he will need to get SBC approval in December for acceptance of a gift. Mr. Hill made a motion to replace the roof on the pool house and to go forward with the concept for renovations to the Carriage House. Ms. Folk seconded the motion, and it passed without objection.

#### **6. Policies Regarding Alterations to the Tennessee Residence**

Mr. Robertson distributed his first draft for discussion. *Item D* – Ms. Conte and Ms. Folk suggested that the State Museum be involved, stating that if someone wanted to donate something, they could call the Museum without having to convene the Commission. It was decided they would contact the Museum directly for review and approval. *Item H* – No new light fixtures will be allowed in the public areas except floor

lamps and table lamps, which will require approval by the Commission. Ms. Horowitz suggested it would be good for Mr. Robertson to distribute something about why these things are important (i.e., why you don't walk on a slate roof, or nail into the plaster wall). It was agreed that where the Commission has said "no", an explanation will soften it up. Mr. McIntyre said that the Secretary of Interiors Standards is a valuable resource. He said the Tennessee Historical Commission could be referenced and should be within the scope of the Secretary of Interiors Standards. Mr. Watkins suggested it be one of the initial items, or a preamble, since they are talking in terms of the delicate environment, such as the membrane, slate roof, etc.

## **7. Policies Regarding Interiors of the Tennessee Residence**

Ms. Horowitz discussed her draft policy regarding interiors of the Residence. Mr. Robertson discussed the need for a deaccession policy with Lois Riggins-Ezzell being the contact person. Ms. Horowitz expressed interest in being a part of those discussions. Ms. Conte stated that the deaccession should apply to the Residence since, up until this time, things have been very loose and she thought it was something they needed to do. It was decided that it would also apply to Conservation Hall. Mr. Robertson asked if they should list names that will require amending the policies and procedures. Mr. Watkins said it would be prudent to remove specific names and, instead, attach a list of "Recommended Professionals", as they don't want to give the impression of endorsing a particular individual or company. Ms. Horowitz expressed concern about using products containing resin, and Mr. Hoobler mentioned the delicate condition of the Venetian mirror. Mr. Robertson added that they have the attic stock of marble, crab orchard stone and slate that should be mentioned. They discussed the various professional jobs required for cleaning and maintaining the interiors. Ms. Horowitz asked Mr. Hoobler for other suggested contact information. They discussed the inclusion of saying something about not cleaning or dusting artwork, and the use of flash photography. Mr. Robertson suggested having a policy under "artwork" to cover all these issues and to consult with the State Museum. Ms. Horowitz said it could go in both places, but might be redundant. Mr. Watkins said there was no problem with being redundant. Ms. Conte added that the stone sculptures are limestone and porous, and the textiles and wood pieces are light sensitive, and need to be protected as well.

## **8. Policies Regarding Alterations to Conservation Hall**

Regarding the policy for alterations to Conservation Hall, Ms. Conte said that there is probably going to be a push for office space, so we need to state all that. Mr. Robertson expressed concern for not expanding the envelope of the building. Mr. Watkins added that nothing should be accomplished without the express approval of the Commission. Ms. Folk asked how a situation is handled when one is on a Commission like this and the Governor wants to do an alteration. Mr. Watkins responded that most Commissions are going to have experts and you presume they are going to do their job. He said the Commission should serve as a check and balance. It can't operate as an absolute, but you

can say "you might want to consider that". He said that without that, you would have decisions without any consultation. Ms. Conte asked about things like upgrading the sound system and if that would need to come before the Commission. She said modifications are done in the AV room so that no additional penetrations are made on the walls. Mr. Robertson said he was fine with that, but if another First Family comes in, there can eventually be a mismatch of systems that can cause problems, and he was trying to prevent something from going wrong. He said that, right now, they have the ability to add to the system, but he saw that as changing over the years. If they are talking about getting in the walls and adding conduit, it would be an alteration and would have to come before the Commission. He added that painting also needs to be addressed. Ms. Horowitz said that having an example given to explain the reason for not doing something, like the ivy on the wall, would be helpful.

## **9. Policies Regarding Grounds of the Tennessee Residence**

Regarding the policy involving the grounds, Ms. Conte stated that staking can be done on the bore field. Mr. Watkins asked if they can have a crowd standing on top of Conservation Hall, and Mr. Robertson responded "yes", but concerns are based more on a point load. He discussed the Commission approving landscaping appurtenances such as bird feeders and tree houses, and Mr. Watkins responded, "within reason". Ms. Conte asked if the addition of trees would need to come through the Commission. It was agreed they would, and that large physical landscaping appurtenances would need to be reviewed. Ms. Horowitz expressed concern over the possibility of someone planting shrubs in front of the glass of Conservation Hall. Mr. Robertson said he wanted to give them some flexibility for planting annuals in the beds, but was trying to prevent changing the soil contour or water drainage. Mr. Watkins said that if they want to expand at all, they would have to come to the Commission. He questioned whether divulging the location of the mechanical systems in the bore fields was a security issue. Mr. Robertson said that that information should not be a security concern. After general discussion, Ms. Conte stated that people are just doing things that they think are normal, and we have to protect against them. Mr. Watkins asked Mr. Robertson if it was his intent to send this out electronically for review, and Mr. Robertson replied that they need to get something in front of the new First Family. He said he would like to meet them to present, discuss and debrief them, but didn't know how to provide that. Ms. Conte offered that she was planning to meet with First Lady-Elect Crissy Haslam about the Commissions that she will sit on, and that that would be a good time for him to present.

## **10. Other Business**

Mr. McIntyre said that a lot of good work has been done and that it is all quite comprehensive. Mr. Hill said that what's been done has been done well. He said that having the site plan will be the best way to preserve it and simplest way to describe it. Mr. Robertson added that exterior lighting of the Residence was an item that should be addressed in the future and should consider aesthetics, appropriateness, and security.

## **11. Schedule of Meetings**

Mr. Robertson stated that it was the Commission's intent to meet quarterly, at first, before going to perhaps once or twice a year. Ms. Folk said she thought this was going to be over-whelming with so much to remember, and that it would be helpful if Mr. Robertson could be available to answer questions for awhile. Mr. Robertson said he would take the point of view of being sensitive to the First Family and brief them on information regarding the Residence. Ms. Folk said she would be apprehensive to do anything without some kind of guidance. Ms. Horowitz suggested a visual plan and "before and after" pictures to show them. Ms. Conte said she will meet with Mrs. Haslam regarding the two commissions she will sit on , and it would be a good time to introduce this to her. Mr. Robertson said he will try to schedule the next meeting by next week.

## **12. Adjourn**

Ms. Folk made a motion to adjourn at 11:45 a.m.; Ms. Conte seconded the motion, which passed without objection.

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