

**Rhode Island 1663 Colonial Charter 350th Anniversary Commission  
Charter Exhibition Committee  
Minutes of the Meeting of  
June 21, 2012**

**1. Co-chairman Jonathan Stevens called the meeting of the Conservation and Presentation Committee of the RI Colonial Charter 350th Anniversary Commission to order at 2:08 P.M. In attendance were Commissioners Gwenn Stearn, co-chair, Steve Lubar, Paul Caranci, Ken Yellis, Jennifer Wood, James Hall, Paul Campbell, and Pieter Roos. Also present were Ginger Hesse, architect with the RI Historical Preservation & Heritage Commission and Tim Dobday, an intern working with her.**

**2. Upon a motion by Paul Caranci, seconded by Paul Campbell, the minutes of the meeting of May 21, 2012 were approved unanimously.**

**3. Ginger Hesse presented sample schematic designs of the space to be used as the Charter Room and a discussion ensued regarding various issues related to the schematics. Among the issues discussed:**

**a. The design plans of the Charter Room must conform to light requirements. The design allows for an “inner sanctum” that will house the Royal Charter. The outer room will contain display cases with other documents.**

**b. The potential use of four oak display cases now in the custody of**

**the Secretary of State. Two are being used while the other two are not. These might make good cases to house other items and can be placed outside of the “inner sanctum” of the Charter Room.**

**c. Security issues will need to be addressed for the Charter case and other displays particularly because of the privacy this design provides. Technology does exist to address this concern.**

**d. Thought should be given to some type of mural being displayed on the outside wall of the “inner sanctum.”**

**e. The design will need to consider issues such as handicap accessibility. Facilities Management and other groups with specific concerns regarding access should review the plans. One such group is the Governor’s Commission on Disabilities, to ensure conformance to code.**

**f. Jon Stevens suggested that the schematics be distributed to the other Commission members. Other Committees should also review the plan for conformance to their specific discussions.**

**g. Visitors Center update: Stacey DiCola joined the conversation by phone and reported that if funding is available the visitor center renovations could begin shortly. Along with the bidding of inventory it might be possible to open the Center around September 1st. Tours would start in the Public Information Center of the Secretary of State’s Office and end at the Charter Room and Gift Shop. To facilitate the ordering process and help prevent overcrowding, pre-order forms can be sent to the schools. While tour groups are smaller initially, toward April through June they can grow to between 50 and 300 people at a time. Individual tour groups are held to about**

**40 people. The hours of operation of the Visitor's Center would be shorter than those of the Charter Room.**

**4. Ken Yellis suggested that someone speak to David Ford and Ed Kane to help with fundraising activities for the Charter Room.**

**5. Jon Stevens provided an update of the Executive Committee's review of the Work Plan defining Committee functions. The plan will begin the process of connecting grants to programs and projects. SueEllen Kroll, Morgan Grefe and Rosanna Gorham are providing a great deal of effort and support toward the plan's fruition.**

**6. The next meeting was scheduled for July 16, 2012 at 2:00 P.M. at the State Archives.**

**7. The meeting was adjourned at 3:15 P.M.**

**Approved September 5, 2012**