

**Meeting of the Executive Committee of the
Rhode Island Colonial Charter 350th Anniversary Commission
Monday, March 25, 2013**

1. The meeting was called to order by acting chairman Jonathan Stevens at 10:04 A.M. with the following people in attendance: Jonathan Stevens (Governor), Dr. C. Morgan Grefe (Rhode Island Historical Society), Gwenn Stearn (State Archives), Kamlyn Keith (RIDE), Betty Capozzi (State House Restoration Society), Roseanna Gorham (private citizen), SueEllen Kroll (RICH), Al Klyberg (private citizen), Eric Hertfelder (private citizen), Ted Sanderson (RIHPHC), Jess Unger, (Governor; Staff)

2. Upon a motion by Gwenn Stearn, seconded by Eric Hertfelder, the minutes from the March 11, 2013 meeting of the Executive Committee were approved.

3. Exhibition Committee updates (Gwenn Stearn)

a. Brian Jones has completed a first draft of the graphic design work for the Charter room exhibition labels

b. Need to prepare a standard facilities report for the lending institutions

c. Letter to be drafted from Gwenn Stearn and Ted Sanderson (as the chair) for permission from lending institutions

d. There will be costs associated with appraisals, insurance, and transportation

e. Roseanna Gorham moves to approve a budget for the exhibition committee's needs, to be approved by Jess Unger in amounts totaling no more than \$5,000. Eric Hertfelder seconds the motion, and it is approved unanimously.

4. Gala working group updates (Betty Capozzi)

a. Warren Jagger is working on the formal invitation for the gala

b. Official hosts of the event will be 1) Governor Lincoln Chafee 2) Secretary of State Ralph Mollis, and 3) Lieutenant Governor Elizabeth Roberts

c. Need to prepare an official ask for those actors that may be representing historical figures at the gala. Looking for approximately four actors (Roger Williams, John Clarke, Charles II, Anne Hutchison, or possibly just individuals from that period)

d. Pending the official announcement of a WaterFire lighting the evening of 6/22, Jess Unger will begin pursuing a satellite fundraiser event that would be attractive to a young professional crowd.

5. Open House working group updates (Eric Hertfelder)

a. Identified interest from the local Boy Scout branch in participating on 6/22 – need to develop a one-pager about the event for their leaders to distribute. Older scouts may also be interested in doing some service projects at the Roger Williams Memorial

b. Morgan Grefe suggested reaching out the RI 14th interpreters for additional programming

c. Eric Hertfelder will begin the process of contacting first person

historical interpreters for the event

d. Cliff Brown, of the Roger Williams Family Associated, is planning on holding a ceremony to put a replacement plaque near the Roger Williams Memorial on 6/22. The commission should look into incorporating this into the program for that day.

6. Newport Event, 6/21

a. Panel discussion at the Great Friends Meeting House featuring John Barry and possibly John Fea

b. Hoping to distribute the conversation through a variety of media outlets

c. Tie in to educational products being created by the commission

7. Justice Kagan Visit Updates

a. David Logan and Roger Williams University School of Law are willing to cover the costs associated with using Trinity Rep's Chace theater for Justice Kagan's forum on June 20th

b. The commission should consider inviting groups like the Urban Debate League, high school debate teams, the AS220 network, and the Bar Association to the event

8. Education Project updates

a. Podcasts

1. Interviews continuing

b. RI Foundation – funded posters of the Charter

1. Brian Jones has completed a first draft of the poster design

2. Working on developing accompanying lesson plans

c. RICH – funded booklet

1. Writers are working on drafts

2. Graphic designer has begun preliminary design work

9. Future grant opportunities

a. Exploring future funding sources for the gala, the charter room, and education

10. Media strategy

a. RDW group has created a draft media strategy for the anniversary year

b. Committee members should review the draft and respond with questions and comments

c. Jess Unger will work on converting this into a work plan for the year, to be distributed at the next Executive Committee meeting

d. SueEllen Kroll has contacts at the National Endowment for the Humanities publication; the commission should start thinking about a piece for them

11. Additional notes

a. High School student Sarah Gold created a website for National History Day on Rhode Island's Religious Freedom. You can see her work at <http://71814315.nhd.weebly.com/>

b. The website (www.livelyexperiment.org) will undergo some structural changes in the coming weeks

12. The next meeting of the Executive Committee was scheduled for 4/8/13 at 9:30 am at the Economic Development Corporation (315 Iron Horse Way)

13. The meeting was adjourned at 11:19 A.M.