

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

1. The meeting was called to order by acting chairman Jonathan Stevens at 10:00 A.M. with the following people in attendance: Jonathan Stevens (Governor), Ruth Taylor (Newport Historical Society), Dr. C. Morgan Grefe (Rhode Island Historical Society), Gwenn Stearn (State Archives), Paul Caranci (Deputy Secretary of State), Kamlyn Keith (RIDE), Betty Capozzi (State House Restoration Society), Roseanna Gorham (private citizen), Jess Unger, (Governor; Staff)

2. Staff updates

a. David Ely, the Roger Williams interpreter that attended the 350th Announcement at the State House, requested \$75.00 for his services. There was no objection to making this payment from the Fidelity Fund Account.

b. Rhode Island Philatelic Society – The Society offered to have a collector's envelope stamped commemorating the 350th anniversary. The production cost of \$2.00 per envelope would be paid by the Commission. Concern was expressed about entering into a retail obligation leading to a decision not to participate in the program.

c. Alex and Ani medallion – Alex and Ani offered to make 300 medallions commemorating the 350th anniversary. The cost to the

Commission would be \$1,500. 100 medallions could be presented as gifts while the balance would be sold for \$64.00 each with all revenue being shared with Alex & Ani on a 50-50 basis. Several members expressed concern that the Commission does not have a retail sales system in place that would allow for the tracking of sales, inventory, etc. While grateful for the offer to assist us with fundraising, the consensus was that the Commission should not venture into the area of retail sales.

d. John Barry – need to identify other organizations interested in partnering. Possibility of two speaking programs over 6/21 and 6/22 (Quaker meeting house in Newport, then the House chamber during the Open House). The Committee will reach out to the Roger Williams National Park Service and other groups for help with sponsorship.

3. Exhibition Committee updates (Gwenn Stearn)

a. The Exhibition committee met at the Archives on Friday, February 22, 2013 and reviewed all of the documents identified for suitable display. As a result of the review, the Committee members selected the documents and artifacts that most suitably tell the story of the Charter for inclusion in and around the various display cases that will be housed in the micro-museum.

b. The Committee also requested that commissioner James Hall help provide specifications for the Department of Administration

4. Open House working group updates (presented by Jess Unger on

behalf of Eric Hertfelder)

- a. Roger Williams National Memorial will likewise serve as a host for events on June 22**
- b. Main event (ribbon cutting) in the morning at the State House followed by meet and greet with Governor Chafee, Secretary Mollis, etc.**
- c. Showcasing the treasures of the building, including the portraits**
- d. Plan to hold most of the “festival-like” elements at the memorial**

5. Gala working group updates (Betty Capozzi)

- a. The Gala mailing list is complete and “Save the Dates” card has been designed. These will be sent out this week. In addition, e-cards of the save the date will be distributed by several partner institutions**
- b. Gift bags that include information about future giving possibilities will be distributed at the Gala.**
- c. Entertainment and a caterer have been identified and contracts are pending.**
- d. Develop a list of “honorary chairs” for the event.**
- e. Potential headliners for the event have been identified and include Viola Davis and James Wood. Steven Feinberg is also trying to assist with the procurement of a headliner.**
- f. The working group will meet again on March 4, 2013.**
- g. Jessica is working on a list of potential sponsors and will request a meeting with several that are identified.**

6. The next meeting of the Executive Committee was scheduled for 3/11/13 at 10:00 am at the Economic Development Corporation (315 Iron Horse Way)

7. The meeting was adjourned at 11:15 A.M.