

## ***ELIZABETH II COMMITTEE***

### **Call to Order**

The regular meeting of the ***Elizabeth II Committee*** was called to order on Friday, **July 17, 2009**, at 2:04 PM. Members present: Rolf Blizzard, RIC Chair for Bill Kealy, EII Chair; and Saint Basnight. Non-voting members present: Valerie Bateman, RIC Counsel; Tom Brooks, RIC member; Malcolm Fearing, RIC member; Dwight Gregory, Friends of *Elizabeth II* Board member; and Ellen Newbold, RIC member. Staff members present: Kim Sawyer, Acting Executive Director; Andrea Hanganu, Administrative Assistant; and Carroll Williams, Maintenance Manager. Absent: Bill Kealy, Chair; Punk Daniels; Glenn Eure; and Sterling Webster.

### **Welcome**

RIC Chair Rolf Blizzard welcomed all in attendance and noted the meeting would be informational without any official action due to lack of quorum.

### **Adoption of Agenda & Approval of Minutes**

There were no corrections to or questions regarding the agenda.

Approval of the minutes for January 16, 2009 was deferred until the next meeting due to lack of quorum.

### **Reports**

Updates on  
Exhibit Enhance-  
ment Project &  
American Indian  
Town Exhibit  
*Kim Sawyer*

RIC Acting Executive Director Kim Sawyer provided an update on the Exhibit Enhancement project and American Indian Town exhibit, noting the following:

- Three phases of the Exhibit Enhancement project include American Indian Town, Way finding/Visitor Center, and Adventure Museum.
- American Indian Town prep work was bid out and cost determined prior to exhibit installation. That prep work is currently being completed.
- The palisades and fiberglass canoe additions took phase 1 over budget.
- Exhibit panels will be proofed in conjunction with the North Carolina Commission for Indian Affairs and White House Tribal College Division. (Panels samples were distributed for examination.)
- The next step in finalizing the prep work will be committee meetings on the phases.
- The next step in phase 2 is a presentation by the exhibit designer on his completed work followed by committee feedback. All RIC members will be invited to attend that meeting.
- The importance of calling the structures *exhibits*, according to the State Construction Office.

*Carroll Williams*

RIFP Maintenance Manager Carroll Williams provided additional details of the American Indian Town exhibit prep work. He noted that contractors have bid on parts of the site work as follows:

1. Clearing out wooded areas; hauling in sand, fill, rock, and stone dust.
2. Changing the exhibit entrance to be ADA compliant. Small ramp demoed; larger deck being built.
3. An electrician supplying AV and electrical conduits along with electrical lines to the exhibits.

Discussion followed regarding details of necessary conduits and underground cables.

Discussion followed regarding the progress of and funding for the canoe and dock, with Kim Sawyer noting the need for committees to discuss cost since it was not included in the exhibit plan.

Kim Sawyer agreed to provide Rolf Blizzard the projected cost figures for each of the three phases.

Rolf Blizzard initiated discussion regarding whether the RIC will be short on funds considering the costs of the three phases.

Discussion followed regarding funding for the entryway expansion to meet ADA requirements.

Discussion followed regarding the order of execution of Exhibit Enhancement phases.

Discussion followed regarding the cost and details of the fiberglass canoe along with the need for the exhibit designer to itemize his costs. Kim Sawyer noted that the exhibit designer is contracted for all three project phases. Saint Basnight added the contract had been voted on by the RIC.

**Dock and Kayak Launch**

Kim Sawyer provided a report on history and current details of the dock and kayak launch, another project being pushed forward.

Carroll Williams provided additional details regarding the history of why the dock is closed off and in its current condition. Discussion followed regarding details of the dock condition along with material and construction options for the new structure.

Kim Sawyer reported that the Visual, Performing Arts and Film Committee had agreed to the following action items earlier today (07/17/09):

- Allow staff to move forward and put masonite on the Film Theatre stage and paint it black.
- Allow staff to move forward and create a horizontal center aisle in the Film Theatre with the extra seats being placed on the ends of the shorter aisles.

Malcolm fearing initiated discussion regarding concern for RIFP ramp railings in need of sanding for splintering. General discussion followed.

**Commission**

**Recommendations**

There were no recommendations to take to the Roanoke Island Commission.

**Announcements**

The next meeting of the *Elizabeth II* Committee will be Thursday, October 15, 2009 at 2:30 PM.

**Adjournment**

With no further business, the meeting was adjourned at 2:33 PM.

Minutes by: Andrea Hanganu, Administrative Assistant

**Approved by:** \_\_\_\_\_

Angel Khoury, Secretary, Roanoke Island Commission