

**D R A F T 5-15-12 (gc)**  
**Capitol Building Advisory Committee**  
**Annual Work Plan Fiscal Year 2012-2013**

- I. Committee Membership / Administration
  - A. Thanks to retiring members (CBAC, LCS)
  - B. Orientation of new members (CBAC, LCS)
  - C. Election of co-chairs (CBAC)
  - D. Summary of finances (LCS)
  - E. Preparation and submission of annual report to Legislature (CBAC, LCS)
  - F. Introduction of CBAC to new legislators) (CBAC, LCS)
  
- II. Mr. Brown's Attic Exhibition
  - A. Prepare a maintenance review checklist (LCS)
  - B. Summarize list of repairs, replacements, changes (LCS)
  - C. Prepare budget and timeline for accomplishing maintenance (LCS)
  - D. Implement maintenance (LCS)
  
- III. Tours / Volunteers
  - A. Prepare statistical report on tour attendance and volunteer hours (LCS)
  
- IV. Gift Shop
  - A. Complete an annual inventory (LCS)
  - B. Prepare an estimate of inventory replacements and budget for the fiscal year (LCS)
  - C. Assess brochure reprinting needs (LCS)
  - D. New inventory items recommended (LCS)
  - E. Prepare annual report on store sales, expenditures, profits (LCS)
  
- V. Capitol Art Collection and Related Business
  - A. Act on any proposal of a new acquisition (CBAC)
  - B. Act on any proposals for temporary exhibitions
  - C. Update inventory list of existing collection (LCS)
  - D. Creative Capitol: Annual report and plans for the fiscal year (CCI)
  - E. Maintenance of art collection
    - 1. Armenian garden schedule of replacement / repairs (CBAC, CC)
    - 2. Liberty Bell replica restoration schedule and implementation (CBAC, DAR, CC)
    - 3. Moon Rocks (CBA)
  
- VI. Capitol Dome Restoration Project
  - A. Progress and schedule for upcoming fiscal year (CC)

- B. Fund raising (CPI)
- VII. Loan Exhibition Proposals
  - A. Quilt exhibition

CBAC	Capitol Building Advisory Committee
CC	Capitol Complex Staff
CCI	Colorado Creative Industries
CPI	Colorado Preservation Inc.
DAR	National Society of the Daughters of the American Revolution, Mt. Rosa Chapter
LCS	Legislative Council Staff