

**MINUTES OF THE MEETING OF THE
Board of Directors of the Louisiana State Museum
Monday, May 2, 2022
10:30 am**

Members Present: Jay Batt, Ken Pickering, Malcolm Hodnett, Florence Jumonville, Wendy Lodrig, Melissa Steiner, Suzie Terrell, James Becnel, Phillip Albert, Brian King

Members Absent: Lloyd Bourgeois, Tiffany Adler, Suzanne Perlis, Julio Guichard, Madlyn Bagneris, Fairleigh Jackson, Christopher Tidmore, Thelma French, Ruth Burke, Ro Brown, Storey Charbonnet

LSM Staff Present: Anna Cahill, Michael McKnight, Yvonne Mack, Julia George Moore, Susan Maclay, Jason Strada, Greg Lambousy, Tom Strider

A quorum was not present. Executive action was taken.

- I. Call to order**
Suzie Terrell called the meeting to order at 12:37 pm.
- II. Adoption of the Agenda**
Wendy Lodrig made a motion to adopt the agenda. Melissa Steiner seconded the motion and it was unanimously approved.
- III. Adoption of the Minutes**
Melissa Steiner made a motion to adopt the minutes from the Board of Directors of Louisiana State Museum Orientation held on March 21, 2022. Wendy Lodrig seconded the motion and it was unanimously approved.
- IV. Future Meeting Dates and Time Change**
Suzie Terrell provided the Board with a list of upcoming meetings. Melissa Steiner motioned to approve the list of upcoming dates. Wendy Lodrig seconded the motion and it was unanimously approved.
Suzie Terrell suggested that the Board meetings now take place at 10:30am rather than 12:30pm. Wendy Lodrig motioned to approve the time change for upcoming meetings. Jay Batt seconded the motion and it was unanimously approved.
- V. Committee Assignments**
Suzie Terrell presented the finalized list of committee appointments. Melissa Steiner motioned to accept the new committee assignments as presented. Wendy Lodrig seconded the motion and it was unanimously approved.

VI. Establishment of Ad Hoc Committees

Suzie Terrell notified the Board that she has created two ad hoc committees: Governance and Search. Jay Batt made a motion to approve the two committees and the members as presented. Wendy Lodrig seconded the motion and it was unanimously approved.

VII. Committee Reports and Board Action Items

A. Irby/Finance Committee

- I. 529 St. Ann Lease Negotiations – Wendy Lodrig notified the Board of the ongoing lease negotiations for “Columns on the Square”.
- II. Lease Extension Status 517 St. Ann – Wendy Lodrig notified the Board that “Ma Sherie Amore” has signed the addendum.
- III. Lease Extension Status 507 St. Ann – Wendy Lodrig notified the Board that a signed addendum has not yet been signed by “Artistic Heritage” and they are on a month to month lease until it is signed. Suzie Terrell motioned to have the addendum signed by the end of the week. Malcolm Hodnett seconded the motion and it was unanimously approved.
- IV. 521 St. Ann Advertising – Wendy Lodrig provided an update of the “Photoworks” space. Melissa Steiner made a motion to advertise 521 St. Ann out for lease at a minimum rent that reflects the current minimum rent plus a 3% increase. Jay Batt seconded the motion and it was unanimously approved.
- V. 808 Chartres Lease Negotiations – Wendy Lodrig notified the Board that the space had been awarded to NolaCOOL. Jay Batt made a motion to begin lease negotiations. Melissa Steiner seconded the motion and it was unanimously approved.
- VI. Irby Apartment Guest Log – Michael McKnight provided the Board with a print out of the guest log for apartment use.
- VII. 503 St. Ann (3rd Floor) Lease – Wendy Lodrig notified the Board of the resident interested in leasing the apartment space. Melissa Steiner made a motion to accept the August 1, 2022 move in date for the new tenant. Jay Batt seconded the motion and it was unanimously approved.
- VIII. 511 St. Ann (2nd Floor) Advertising – Wendy Lodrig provided information on this apartment that had been vacant since 2017. Jay Batt made a motion to begin showing the space on May 1, 2022 for potential residents. Melissa Steiner seconded the motion and it was unanimously approved.
- IX. 515 St. Ann (2nd Floor) Renovations – Wendy Lodrig notified the Board that the previous tenant has not yet paid the outstanding rent. She explained that this space had also been occupied for 30 years and needs a complete renovation. Jay Batt made a motion to go forward with in house maintenance to do a complete renovation of the space as well as turn the remaining balance from the previous tenant over to the AG’s collection division office. Melissa Steiner seconded the motion and it was unanimously approved.
- X. Internal Audit Action Items – Michael McKnight provided an update regarding the internal audit. Staff is currently working on updating all LSM policies and procedures as well as hiring an Irby Manager. Alex Gingrov made a public comment and asked when the findings and response are expected to be finished. Michael McKnight provided a 2-3 month timeline at least.
- XI. Review and Update Irby Policy and Procedures Manual – Wendy Lodrig notified the Board that the Committee is currently working on updating the old policy and procedures manual.

- B. Collections Action Items
 - I. Melissa Steiner made a motion to accept the proposed acquisitions for the permanent collection. Wendy Lodrig seconded the motion and it was unanimously approved.
 - II. Wendy Lodrig made a motion to accept the proposed purchase ratification. Melissa Steiner seconded the motion and it was unanimously approved.
 - III. Melissa Steiner made a motion to accept the proposed deaccessions from the permanent collection. Wendy Lodrig seconded the motion and it was unanimously approved.
 - IV. Tom Strider notified the board of any incoming loans and incoming loan extensions. He also notified the Board that the Committee would like to create a subcommittee that will involve LSM curator and exhibits staff.
- C. Architectural Preservation Committee
 - I. Malcolm Hodnett notified the Board that he planned on doing a tour of Madame John's Legacy and he invited them to join him. Alex Gingrow made a public comment and asked what the goal with the building is for LSM. A brief discussion was held.

VIII. Programs

- A. Board Education Programs – Suzie Terrell notified the Board that moving forward each meeting will have Board education topics (by laws, etc.)
- B. Tours of Facilities – Suzie Terrell notified the Board that she is working on coordinating tours for Museums. Summer and fall dates are being set and she will let the Board know once the dates are finalized.

IX. LSM Report

- A. State Legislation – Michael McKnight provided an update regarding recent House Bills that will affect LSM.
- B. Interim and Permanent Director Update – Michael McKnight notified the Board that he did not yet have an update regarding the permanent Director.
- C. Irby Manager – Michael McKnight notified the Board that he was waiting on salary approval from HR to move forward with the Irby Manager.

X. Friends/Foundation Reports

Jason Strada provided an update regarding recent programming and partnerships with Friends of the Cabildo. He also notified the Board of the national endowment for humanities grant that was received. He is also working on training for tour guides to assist people with disabilities.

Susan Maclay provided an update regarding current and upcoming programming, contracts and grants for the Foundation. She also notified the Board of the upcoming annual LMF Meeting that would take place at the Presbytere and Muriel's on May 24.

XI. Old Business – There was no old business.

XII. New Business – Suzie Terrell notified the Board that the bylaws are being looked at and reviewed for revision.

XIII. Adjournment – Wendy Lodrig motioned to adjourn the meeting. Melissa Steiner seconded the motion and the meeting adjourned at 2:05 pm.