

**Minutes of the Meeting of the
Irby/Finance Committee of the Board of Directors of the Louisiana State Museum
at the New Orleans Jazz Museum**

Tuesday November 1, 2022 at 10:30am

Members Present: Thelma French, Wendy Lodrig, Ken Pickering,
Melissa Steiner, Suzie Terrell

Members Absent: Madlyn Bagneris, Jay Batt, Ro Brown

LSM Staff Present: Greg Lambousy, Dariane Lewis, Susan Maclay, Dr.
Michael McKnight

A quorum was present.

I. Call to Order

Wendy Lodrig called the meeting to order at 10:37am.

II. Adoption of the Agenda

Melissa Steiner made a motion to adopt the agenda. Ken Pickering seconded the motion and it was unanimously approved.

III. Adoption of the Minutes from the Irby/Finance Committee of the Louisiana State Museum Board of Directors held on October 4, 2022.

Suzie Terrell made a motion to adopt the minutes from the October 4th meeting. Melissa Steiner seconded the motion and it was unanimously approved.

IV. Lower Pontalba Building

a. Commercial-Update on Timeline for 507 St. Ann Lease Application

Dariane Lewis informed the committee the previous applicant withdrew their application; therefore, staff began re-advertising the vacant space October 21, 2022 following the executive committee's approval of the revised timeline.

b. Residential-Update on 511 St. Ann tenant

Dariane Lewis informed the committee that the tenant expressed disbelief for a late fee in addition to previous month's rent increasing due to staff drafting their bank account. Tenant has notified staff she will vacate apartment. Tenant must vacate by December 26, 2022. Thelma French made a motion to waive the late fee. Melissa Steiner seconded the motion and it was unanimously approved.

Staff will present a walk-through checklist at executive meeting on December 5, 2022. Also, will request a city packet from FMC.

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V. EDA Grant Match/Jazz Museum-\$181,323.23

Susan Maclay explained we have since learned that the original amount of \$285,000 approved in 2015 by Irby and the Board was rescinded in 2016, so \$181,323.32 needs to be restored. This, along with \$43,676.68 in capital outlay project funds that were dedicated to the Jazz Museum in 2019 will make up the total match of \$225,000 needed for the grant.

VI. Irby Financials

Dr. McKnight informed the committee to accomplish the grant, the following changes will be made to the 22-23 budget: Line 2100 (Salaries Class- Regular) was reduced by \$81,000, 2200 (Wages) was reduced by \$100,323, and \$181,323 was added to line 4610 (Major Repairs Buildings). Ken Pickering motioned to support the grant and adding restrictions. Thelma French seconded the motion and it was unanimously approved.

VII. Update from LSM (Dr. Michael McKnight and/or Susan Maclay)

Dr. Michael McKnight stated he is in the process of having contractors provide estimates to renovate the Lower Pontalba Apartments.

VIII. Old Business

Melissa Steiner discussed doing an updated rent study between the apartments in the Lower and Upper Pontalba Apartments.

IX. New Business

Irby/Finance Committee's next meeting is scheduled for January 10, 2023.

X. Adjourn

Melissa Steiner made a motion to adjourn the meeting at 11:18am. Suzie Terrell seconded the motion and it was unanimously approved.