

**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**

Thursday, March 2, 2023 at 10:00am

Members Present: Ro Brown, Wendy Lodrig, Suzie Terrell

Members Absent: Madlyn Bagneris, Jay Batt, Thelma French, Ken Pickering

LSM Staff Present: Damond Francois, Angelena Jones, Dariane Lewis, Yvonne Mack, Susan Maclay, Dr. Michael McKnight

A quorum was **not** present.

- I. Call to Order**
Wendy Lodrig called the meeting to order at 10:15 am.
- II. Adoption of the Agenda**
Without a quorum present, Wendy Lodrig suggested we discuss the agenda items with the members present.
- III. Adoption of the Minutes from the Irby/Finance Committee of the Louisiana State Museum Board of Directors held on January 17, 2023.**
Wendy Lodrig asked to table the adoption of the minutes of the January 17th meeting due to a quorum not being present.
- IV. Discuss and Motion to adopt the Cooperative Endeavor Agreement re:Irby Apartment**
Wendy Lodrig asked to table the adoption of the CEA due to a quorum not being present. Susan Maclay informed the committee that this document will be kept in the Deputy's Office.
- V. Update Irby Apartment Guest Log (July 2022 through December 2022)**
Dr. Michael McKnight presented a handout listing the guests who stayed in the Irby Museum Apartment from July of 2022 through January 2023.
- VI. Lower Pontalba Dashboard Report**
Discuss and Motion--Ma Sherie New Lease Rent Rate, 517 St. Ann
Dariane Lewis presented the updated Dashboard of the Lower Pontalba. Ms. Lewis updated the committee on the status of 517 St. Ann tenant, Sherie Mirpuri who was present at the meeting. Ms. Mirpuri explained that she received a 3 percent increase as a condition of the lease extension and an additional 3 percent increase in her monthly base rent with the new lease. She would like to receive only one increase. Staff recommendation was to only provide tenant with only one 3 percent increase. Wendy

**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**

Thursday, March 2, 2023 at 10:00am

Lodrig asked to table the motion to grant only one 3 percent increase until the Full Board meeting on March 13, 2023 due to a quorum not being present.

**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**

Thursday, March 2, 2023 at 10:00am

- VII. Discuss and Motion--Change to Comprehensive Plan of Usage (CPU)**
Dariane Lewis presented an edited version of the current CPU with verbiage suggested by Michael Cochran on behalf of Monty's on the Square. Wendy Lodrig asked to table the motion to approve the changes made to this document until the Full Board meeting on March 13, 2023 due to a quorum not being present.
- VIII. Discuss and Motion--Monty's on the Square, Lease Agreement, Addendum #4**
Wendy Lodrig asked to table the motion and allow attorney Chad Morrow to review the proposed addendum until the Full Board meeting on March 13, 2023 due to a quorum not being present.
- IX. Update—Column's on the Square**
Dariane Lewis explained to the committee that the business will be an Oyster bar, which was not presented in their original application that was submitted. Bobby Quintal (owner) spoke on behalf of the project. He will work to find the exact date and to whom the packet was sent.
- X. Update—507 St. Ann, Suggestions for Tenants**
Wendy Lodrig asked to table this update until the next Irby Finance Committee meeting due to the allotted time given.
- XI. Discuss and Motion—Bank Resolution to update Signature Card at Whitney Bank**
Wendy Lodrig asked to table this discussion and motion until the Full Board meeting on March 13, 2023 due to a quorum not being present.
- XII. Discuss and Motion—Move maturing CDs to Checking Account**
Wendy Lodrig asked to table the motion to move the maturing CDs into the Checking Account until the Full Board meeting on March 13, 2023 due to a quorum not being present.
- XIII. Discuss and Motion—Banking Institution Consultations**
Yvonne Mack updated the committee that we have met with three banks to review and compare bank services. Wendy Lodrig asked to table this motion until the Full Board meeting on March 13, 2023 due to a quorum not being present.
- XIV. Discuss Exterior Building Improvements: Graffiti Removal, Signage, Entrance Doors**
Wade Levy gave the committee an update on the current status of residential renovation projects at 519 St. Ann, 2nd fl and 515 St. Ann, 2nd fl. He also informed the committee of a plumbing issue in 503 St. Ann.
- XV. Discuss—Budget vs YTD Financials**
Dariane Lewis presented the Budget to Actuals as of January 31, 2023.

**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**

Thursday, March 2, 2023 at 10:00am

XVI. Discuss—Committee Advisory Member

The committee briefly discussed adding an advisory member, perhaps an Architect to assist in the interior design updates of the Lower Pontalba.

XVII. Old Business

a. Commercial Lease Information

Wendy Lodrig asked to table this discussion until the next Irby Finance Committee meeting due to the allotted time given.

XVIII. New Business

Dariane Lewis provided a handout of an email from 507 St. Ann Vieux Carre tenant, Sarah Stiehl. The attached pictures were of water damage due to underground plumbing. This was discussed with maintenance as well and this will be revisited at the next meeting.

XIX. Adjourn

The meeting was adjourned at 11:26 am.