

**MINUTES OF THE MEETING OF THE
EXECUTIVE COMMITTEE
OF THE LOUISIANA STATE MUSEUM (LSM) BOARD
New Orleans Jazz Museum at the Old U.S. Mint
400 Esplanade Ave. New Orleans, LA
Tuesday, June 22, 2023
12:00 P.M.**

Members Present: Jay Batt, Ruth Burke, Malcolm Hodnett, Wendy Lodrig, Sandy Shilstone and Suzie Terrell

Members Absent: Madlyn Bagneris

LSM Staff Present: Dariane Lewis, Yvonne Mack, Susan Maclay and Michael McKnight

A quorum was present.

- I. **Call to Order** – Suzie Terrell called the meeting to order at 12:14 p.m.
- II. **Adoption of the Agenda** – Sandy Shilstone motioned to adopt the agenda, Wendy Lodrig seconded and the motion was unanimously approved.
- III. **Adoption of the Minutes** – Minutes were not approved at this time.
- IV. **Chairman’s Report**
 - a. **LSM Search Committee** – It was noted that given information received from the Department of Culture, Recreation and Tourism’s Human Resources Department, the reactivation of the Director Search should be formalized.

A motion to reactivate the LSM Director Search Committee and to renew the search for a permanent LSM Director was moved by Jay Batt, seconded by Wendy Lodrig and passed unanimously.

- b. **Legislative Auditor’s Performance Report** – Suzie Terrell noted there were three items that needed to be addressed according to the Legislative Auditor’s Performance Report: •A Museum Strategic Plan; •The hiring of a permanent director; •The need for a Museum marketing program. She noted that the Board Bylaws also require the LSM Board to develop and adopt a Board strategic plan, which is not the same as an overall Museum organizational strategic plan. Susan Maclay announced that progress was being made on marketing and negotiations were in the works to transfer an experienced staff member from Tourism to serve as the Museum’s Marketing Director.

Mrs. Terrell reaffirmed that Jay Batt is chair of the Director Search Committee. She then announced that she was assigning the Executive Committee to develop the LSM Board Strategic plan. Suzie Terrell asked for a motion to move forward with these items. **Sandy Shilstone moved that Jay Batt be reaffirmed as the Chairman of the Search Committee and**

that the Executive Committee be charged with developing a Board Strategic Plan. Ruth Burke seconded the motion and it passed unanimously.

- c. **Visit to other Museums** – Suzie Terrell noted that the request to visit the other LSM museums outside of New Orleans had been discussed for a while. She then announced the dates for the visits are as follows: 10/4/2023 to Baton Rouge, 10/25/2023 to E.D. White and Patterson. For Natchitoches, the plan is to visit sometime between November and December when the holiday lights are on. Ro Brown is checking on dates. Irby can cover the cost if it is a retreat.
 - d. **Legislative Sessions** – Mrs. Terrell reported that the Museum did not receive any new funding other than a relatively small amount to cover state mandated cost increases, such as for insurance and other similar needs. Board members should be trying to get information to their representatives, invite them to see the buildings and talk to them about what we do. It was suggested during the October 4th visit to Baton Rouge that representatives should be invited to attend.
- V. Interim Directors Report** - Susan Maclay reported that a representative from Timelooper, an immersive museum design company, met with herself, various LSM staff and support group representatives regarding services that the company provides for technological enhancements for museums and historic sites. This includes upgrades of existing exhibits and programming and full exhibition, gallery and whole museum design services. The representative provided a demonstration on virtual, hologram and other technology that could be of value to the State Museum in updating its exhibitions and in making the visitor experience more interactive. The firm could also be engaged to help develop an overall plan for the Jackson Square properties and Madame John's Legacy. She reported that State Parks had used this firm's services with good results, as has other museum systems, such as the Smithsonian, and various national historic sites, such as various National Parks, including Gettysburg.

She reported that key staff would begin meeting once a month starting June 30th to address preparation for reaccreditation and that planning would soon begin on Lafayette 200 and America 250. She reported that she along with Michael McKnight had been appointed to the America 250 Commission and that she would provide updates on the Commission's activities.

VI. Governance Committee

- a. **Update on Strategic Planning** - Ruth Burke reported the Governance committee met last week and they are looking at the Museum's last professionally produced strategic plan from when Mitch Landrieu was Lt. Governor in 2009. She also reported there has been no response from the Lt. Governor on the March 9 questionnaire that had been sent to him regarding specifics on the implementation of the recommendations from the Lord Study. It was pointed out that perhaps some of the recommendations could be enacted now without a change of law, such as the appointment of key legislators or their representatives to the LSM Board. Discussion came up regarding current board openings. Staff was asked to find out if there are any current vacancies on the board and if so, to provide them to the committee.

VII. Architectural Committee

- a. **Update Status on Madame John's Legacy** – Malcolm Hodnett reported that the Committee had met on June 12, about Madame Johns Legacy. Michael McKnight had presented a list of five items from Facility Planning and Control (FPC) that were most urgent. As a result, the Committee approved the following actions:

1. Amended the previous decision to not extend the front roof line and add the rafter tails and to now move forward with installing rafter tails on the front of the building.
2. Approved FPC's recommendation to rebuild the piers after more excavation determines their placement, but that instead of installing an iron fencing as recommended by FPC, a wood fence of a more temporary nature would be installed with the possibility of some chain link sections for breathability.
3. Approved removal of what is left of the remainder of the chimney that had already partially been taken down (due to its being unsound), to the level that it is sound, if such a level exists.
4. Approved FPC's recommendation to replace the roof underlayment that had deteriorated over the months due to delays.

Mr. Hodnett then reported that the committee's next meeting would be at 1:00 p.m. today. He noted that on the morning of the June 12th meeting a letter had come in from a structural engineer. The issue of the beam along the front of the building was addressed in this letter; however, as there was not sufficient time to review this document prior to the June 12 meeting, it would be discussed at this afternoon's meeting. The committee would also be addressing the plan for the saving and storing of artifacts and architectural elements from the building. He also reported that two non-committee meetings had been held prior to the June 12th meeting. The first meeting was with staff, including Julio Guichard, on behalf of the Lt. Governor, and then another meeting was held with staff, including Mr. Guichard, Robby Cangelosi and Bryan Block, representing the preservation community, in an effort to gain consensus on the remaining issues or at the very least inform representatives of the preservation community on the issues. The plan is to now close out the project as quickly as feasible and then seek the funding for a true restoration of the building at a near future date.

VIII. Irby/Finance Committee Report

Wendy Lodrig reported that the Irby Committee had met at 10 a.m. this morning. She then presented the following actions:

- I. Lower Pontalba Dashboard Report – Commercial Tenants**
 - a. Update & Motion – 507 St. Ann, Vieux Carre Gallery – Jay Batt seconded the motion of the Irby committee to grant the 507 tenant a one-year lease option. The motion passed unanimously.**
 - b. Update 808 Chartres St. Application timeline – Ruth Burke seconded the motion of the Irby committee to approve the 808 timelines. The motion passed unanimously.**
 - c. Update and Motion – 529 St. Ann – Fives – Suzie Terrell seconded the motion of the Irby Committee to approve the signage for Fives. The motion passed unanimously**
 - d. Update & Motion – 521 St. Ann St. – Wendy Lodrig reported that a meeting had been held with the owner of Waffle Time on 6/2/2023 to resolve several issues. Discussion ensued resulting in the following outcomes:**
 - i. Flag installment - It was moved by Sandy Shilstone, seconded by Ruth Burke and unanimously carried to overrule the decision to approve the installment of all flags on the building and to only allow three of the six flags, which specifically would be the flags of the U.S., State and City of New Orleans.**
 - ii. Awning installment-No further action until results of maintenance inspection.
 - iii. Plexiglass installment- No further action until results of maintenance inspection.

II. Update & Motion – Invoice Reimbursement for plumbing bills – **Jay Batt seconded the motion of the Irby Committee to approve reimbursing Monty’s for plumbing bills for the amount of \$3,875. The motion passed unanimously.**

III. Update: Residential Tenants - Wendy Lodrig provided an update of an email of a picture where unhoused people camped out along the fence of Jackson Square and were indecently wrapped in a blanket.

a. Email from tenant Ricky Caples

Wendy Lodrig shared the handout of an email from Lower Pontalba tenant Ricky Caples and expressed tenants’ increasing discomfort in regards to the constantly growing community of the unhoused citizens of the French Quarter. Suzie Terrell pointed out that tenant Ira Middleberg had requested that LSM administration meet with the French Market Corporation to see if the Lower and Upper Pontalbas could partner on security. Susan Maclay affirmed that she would meet with the director of the French Market Corp. to seek information on how the Upper Pontalba manages its security needs and whether a partnership would be feasible.

b. Motion to approve residential tenant applications

This item was removed due to it already being in place: there was no motion.

c. Update & Motion – Approve rental rate for 515 St. Ann St. 2nd floor – tabled

d. Update & Motion – Approve rental rate for 519 St. Ann St., 2nd floor – tabled

IV. Update & Motion – Installation of Security cameras

It was moved by Sandy Shilstone to second the motion of the Irby Committee to approve up to \$36,000 to cover the costs of the installation for security cameras for the exterior of the Jackson Square buildings.

IX. Collections

a. As the committee has not met since the last board meeting, there was not a collections report; however, Wendy Lodrig brought up the issue of the timeliness of board and committee minutes. **It was moved by Wendy Lodrig and seconded by Malcolm Hodnett that good faith efforts be made to have a draft of committee and board minutes ready within 72 business hours of the meetings. The motion passed unanimously.**

X. Old Business – None discussed

XI. New Business - Susan Maclay reported that NOMA was opening a new exhibit involving textiles and fashion called *Fashioning America: Grit to Glamour* and that a request had been made to borrow from the LSM’s Collection for the exhibit. LSM Costumes and Textiles Curator Wayne Phillips has recommended that the loan be accommodated and has asked for an emergency approval without benefit of committee or board action, as the Collections Committee would not be meeting before the exhibition opening. Mrs. Maclay wanted the Executive Committee to be aware of this as it was her intention to approve the loan. Discussion ensued and there was a consensus that Mrs. Maclay should move forward with this approval. Suzie Terrell asked that Mrs. Maclay inform Collections Committee Chair Florence Jumonville of this request and of her intention to approve it.

XII. Adjourn – **It was moved, seconded and carried to adjourn the meeting at 1:29 p.m.**