

**MINUTES OF THE MEETING OF THE
LOUISIANA STATE MUSEUM
BOARD OF DIRECTORS**

**Monday, March 13, 2017
12:30 PM – The Old U.S. Mint
New Orleans, Louisiana**

The meeting of the Board of Directors of the Louisiana State Museum was called to order by Dr. Lawrence N. Powell at 12:30 PM at the Old U.S. Mint in New Orleans. A quorum was present.

Members Present: Madlyn B. Bagneris; Julie F. Breitmeyer; Tamra Carboni; Mary C. Coulon; Rosemary Upshaw Ewing; D. Lee Felterman; Janet V. Haedicke; Harry S. Hardin, III; George A. Hero, III; Kevin Kelly; Aleta Leckelt; Carolyn K. Morris; Lawrence N. Powell; Anne F. Redd; Melissa D. Steiner; Gary N. Wheat; and William Wilton

Members Absent: Rennie Buras II; Sharon Turcan Gahagan; Fairleigh Cook Jackson; and Lana Sonnier Venable

Also Present: Ruth Burke, President of the Friends of the Cabildo; Susan Maclay, Executive Director of the Louisiana Museum Foundation; and Jason Strada, Executive Director of the Friends of the Cabildo

LSM Staff Present: Timothy J. Chester; Yvette Cuccia; Cassandra Erb; Melvin Gilbert; Greg Lambousy; Karen Leathem; Marvin McGraw; Yvonne Mack; William Stark; Faith Troxler; Celestine Washington; and Stacey Wilson

Call to Order

The LSM Board of Directors meeting was called to order by Dr. Powell.

Adoption of Agenda

Ms. Steiner MOVED, seconded by Ms. Carboni, to adopt the agenda. **Unanimously approved.**

Approval of Minutes

The minutes from the January 9, 2017 meeting were distributed in advance for the Board's review. Ms. Breitmeyer had one change. She said under the Irby/Finance Committee report, the last sentence should read as follows regarding the issue of whether or not to charge commercial tenants square footage for the courtyard spaces. "The issue will be revisited in 2018 when commercial leases are up for renewal." Ms. Steiner MOVED, seconded by Ms. Carboni, to approve the January 9, 2017 minutes with the above addition. **Unanimously approved.**

Interim Director's report

Mr. Chester said he has been given approval to hire much needed staff and he is working on those job descriptions. He introduced Maryann Miller as the new Business Manager. Mr. Chester feels there will be more transparency in the budgets going forward. Ms. Miller comes from the Preservation Resource Center.

Ms. Miller said she is very happy to be onboard at the Louisiana State Museum and looks forward to working with everyone.

The LSM will be creating a new position called Director of Learning who will be responsible for bringing back educational programs and initiatives. LSM will also be hiring a Curator of K-12 learning, a Curator of Decorative Arts, and a Curator of Visual Arts. LSM will also be filling an Education Curator position, as well as hiring a Police Officer and a Maintenance Repairer in Baton Rouge. Lastly, LSM will be searching for an additional A/V Technician to assist Danny Kadar with the Music at the Mint programs.

Mr. Chester thanked Yvonne Mack for her work of doing two jobs over the past several years. He also thanked Rennie Buras for helping the LSM get through the budgetary crisis.

The *Iris and the Goddesses of Carnival* exhibit opening was well received and attended. Mr. Chester is currently working on the loan of the Louisiana Purchase treaty from the National Archives. Hopefully that will happen near the end of 2018.

Mr. Chester has been working closely with Madlyn Bagneris to try and advance the presence of the Civil Rights Museum and he has asked the CRM board if they wish to utilize the Arsenal space at the Cabildo to do an exhibition on the history of civil rights in Louisiana. They will be meeting soon to vote on the issue.

There will be a Pete Fountain exhibit opening at the Mint in time for French Quarter Festival. The outdoor component will travel to schools, and will be paid for by the FOC.

Also in the works is a redo of the old exhibit on the first floor of the Cabildo. LSM hopes to revitalize the exhibit by the time the Tricentennial rolls around.

The LSM hopes to celebrate the 50th anniversary of the Special Olympics in 2018 with an exhibition.

The large quantity of books stored in Patterson have now been boxed up and removed from the un-air conditioned building in Patterson. The books will be evaluated and analyzed should LSM decide to accession them.

Dr. Powell asked where the LSM is with respect to online ticketing. Tim Chester, Marvin McGraw and Bill Cody have been working on the issue and Mr. McGraw advised he will be meeting with a company out of California called Group of Minds who will analyze LSM's online ticketing needs and find a good match.

Greg Lambousy gave an update on the Mint. The Music at the Mint series has grown, and the annual French Quarter Festival is getting ready to launch. Mr. Lambousy made an appeal to the French Quarter Festival officials to have the Satchmo Festival return to the Mint and they agreed. He is also in the midst of working with the Solomon Group on a master plan for the jazz exhibit project. It should be finished by mid-April.

Mr. Hardin asked about fundraising for the jazz exhibit project. Mr. Lambousy said there is a fundraising committee in place but the master plan must be finished before any serious fundraising can be done.

Irby/Finance Committee report

Ms. Breitmeyer gave the report.

Approval of prospective tenants

Ms. Washington distributed the credit reports for the two prospective tenants in advance of the meeting. They were both in good order. In addition, the Executive Committee approved the two tenants at their February 23rd meeting.

811 Decatur Street, 3rd floor

Bonnie Bayer is the prospective tenant.

519 St. Ann Street, 3rd floor

James Crane is the prospective tenant.

The Committee recommends approving Ms. Bayer and Mr. Crane as residential tenants for 811 Decatur Street, 3rd floor and 519 St. Ann Street, 3rd floor, respectively. **Unanimously approved.**

Approval of future vacant residential apartments

Ms. Washington requested that the Committee set residential rental rate(s) in the Lower Pontalba for future vacant residential apartments. The Geoffrey Lutz rent study recommendations can sometimes be slightly lower than the current rents.

After some discussion, the Committee recommends that the LSM charge \$2.38 per square foot of living space for 3rd floor vacant apartments, and \$2.60 per square foot of living space for vacant 2nd floor apartments. There will be no CAM charged, but the balcony charges will also apply. They are \$400 for 2nd floor balconies and \$800 for the 2nd floor corner balconies, and \$250 for 3rd floor balconies and \$400 for the 3rd floor corner balconies. The Committee would like to see if the market can bear these rates. **Unanimously approved.**

New business

The Committee discussed the status of the current residential rental rates for the Lower Pontalba and when another rent study should be done. Ms. Washington reminded the Committee that as of July 1, 2017, the rental rates will be increasing due to square footage re-measurements. The last rent study was conducted in 2015.

The Committee recommended that the LSM board suggest to the Lieutenant Governor a 10% across the board increase in current residential rents effective July 1, 2017 not to exceed \$2.38 per square foot on the 3rd floor and \$2.60 per square foot on the 2nd floor. **Unanimously approved.**

Collections Committee report

Ms. Carboni gave the report, which had been distributed to the Board in advance of the meeting. Ms. Carboni advised that at last meeting the Committee voted to implement a new rule which states that government departments will only get giclée reproductions of art to hang in their offices. LSM staff will return at the next meeting to give the board a timeline for when reproductions will be done before pulling the originals out of the Treasurer's office. The cost to frame and make reproductions (to be borne by the government offices) will be included in the staff analysis.

All recommended items in the Collections Committee report were **unanimously approved.**

Architectural Preservation Committee report

Ms. Carboni gave the report.

The Committee on Architectural Historic Preservation met on February 15 to review work done to date on the Presbytere and Cabildo with an eye toward making recommendations on the continuation of work on these buildings. All members of the committee were present and were accompanied by Interim Director Timothy Chester.

It is the hope of this committee that the following recommendations serve as guidance for the next phase of work on both buildings.

Any scope of work to be done on these buildings, and any other historic buildings operated by the Louisiana State Museum, needs to be reviewed by the Director of the Louisiana Division of Historic Preservation, or designated staff member, within 45 days of receipt of plans.

High Portland concentrate cement mortar and stucco needs to be removed from the exteriors and replaced with appropriate soft mortar and stucco. Custom mixed, pre-packaged claiming to be soft is not acceptable. Mineral paints should not be applied to lead coated copper flashings.

The committee recommends against chemical damp coursing to combat moisture issues such as evidenced on the interior walls of the buildings. It is likely there are salt accumulations within the walls. These could become especially problematic by virtue of erecting a moisture barrier. A wall analysis should be conducted before any moisture treatments are undertaken

The following concerns were discussed, and while they may not have bearing on the scope of work that is to be immediately undertaken on these buildings, they are worth noting for any future work: A hard trowel plaster finish is historically accurate and should have been applied to both buildings. This was used to finish the Cabildo, but not the Presbytere. The Presbytere has a sand finish. The plaster specifications should have been uniform for both projects.

Lead flashing on the Presbytere's ledges appears to have been damaged in the course of work on the building. There is building paint on the ironwork that should have been cleaned off. More attention needs to be given to quality control.

The building colors are not the same. In order to achieve the desired symmetry in appearance of the Cabildo and Presbytere, it would be more advantageous for any major restorative work to be done under a single contract with uniform specifications. This and the plaster finish underscore the need to have the State Historic Preservation Office involved.

High pressure washing should not be used on the buildings. At the Arsenal, scrolls are recommended in the window niches and a gate in front of the doors to prevent issues with the homeless.

In addition, the Committee proposed the following long-term undertakings:

- Compilation of historic structure reports on each building -- beginning with the Cabildo and Presbytere -- that would include documentation on individual building features, their significance, and their ages with an eye toward guiding future preservation efforts.
- Preservation and maintenance plans, including do's and don'ts.
- Gathering environmental monitoring data to get an understanding of how exterior work is affecting the internal environment. This would be an expensive proposition and would probably require grant money.

The report was **unanimously approved**.

New business

There is a proposed Revision of the Bylaws to create and provide for the Architectural Preservation Committee of the LSM Board. Proposal is to amend Article 6, Section 1 and to add Article 6, Section 8. Mr. Wilton MOVED, seconded by Ms. Ewing, to approve the Architectural Preservation Committee as a regular standing committee of the Louisiana State Museum Board of Directors. **Unanimously approved.**

Meeting adjourned.