

**MEETING MINUTES OF THE BOARD OF DIRECTORS  
NEW ORLEANS PUBLIC FACILITY MANAGEMENT, INC.**

A Meeting of the New Orleans Public Facility Management, Inc. was held on Wednesday, December 20, 2017 in Room 206-207 at the Ernest N. Morial Convention Center – New Orleans, 900 Convention Center Boulevard, New Orleans, Louisiana.

Chairman Rodrigue called the meeting to order at 1:50 p.m. and asked for a roll call. The results were as follows:

Jay H. Banks	Present
Dottie Belletto	Present
Ryan F. Berni	Present
Robert Bray	Present
Alfred L. Groos	Present
Ronald Guidry	Present
Robert Hammond	Present
Eddie Jacobs	Present
Steve Pettus	Present
Bonita Robertson	Present
Melvin J. Rodrigue	Present
Michael Smith	Present

The total number present at roll call was twelve (12).

Chairman Rodrigue requested a motion to approve the NOPFMI Board Meeting Minutes of December 6, 2017. Director Guidry moved approval, seconded by Director Hammond. **Motion approved** with no additions, corrections, deletions or changes noted.

Director Berni moved approval to contract with ThyssenKrupp Elevator Corporation for Elevator and Escalator Maintenance. Motion seconded by Director Guidry. **Motion approved.**

Director Berni moved approval to contract with DA Exterminating Co., Inc. for Pest Control Services for 2018 but to put this contract/service out for bid in 2019. Motion seconded by Director Robertson. **Motion approved.**

Vice Chairman Bray moved approval to contract with Professional Convention Management Associations, Inc. (PCMA) for Partnership Agreement to Market New Orleans Directly to Convention Planners. Motion seconded by Secretary Groos. **Motion approved.**

**MEETING MINUTES OF THE BOARD OF COMMISSIONERS  
ERNEST N. MORIAL NEW ORLEANS EXHIBITION HALL AUTHORITY**

A Meeting of the Ernest N. Morial New Orleans Exhibition Hall Authority was held on Wednesday, December 20, 2017 in the Board Room at the Ernest N. Morial Convention Center – New Orleans, 900 Convention Center Boulevard, New Orleans, Louisiana.

President Rodrigue called the meeting to order at 8:05 a.m. and asked for a roll call. The results were as follows:

Jay H. Banks	Absent
Dottie Belletto	Present
Ryan F. Berni	Absent
Robert Bray	Present
Alfred L. Groos	Present
Ronald Guidry	Absent
Robert Hammond	Present
Eddie Jacobs	Present
Steve Pettus	Present
Bonita Robertson	Absent
Melvin J. Rodrigue	Present
Michael Smith	Present

The total number present at roll call was eight (8).

President Rodrigue requested a motion to approve the ENMNOEHA Board Meeting Minutes of December 6, 2017. Treasurer Pettus moved approval, seconded by Vice President Bray. **Motion approved** with no additions, corrections, deletions or changes noted.

The Management Company SMG made their presentation to the Board Commissioners.

**Commissioner Robertson entered the meeting at 8:12 a.m.**

**Commissioner Guidry entered the meeting at 8:47 a.m.**

President Rodrigue thanked the representatives for making their presentation.

Treasurer Pettus moved approval of Board Resolution for the Cooperative Endeavor Agreement for the Low Barrier Shelter. Motion seconded by Commissioner Robertson. **Motion approved.**

Commissioner Belletto moved approval to contract with Roedel Parson Koch Blache Balhoff & McCollister for Governmental Relations. Motion seconded by Treasurer Pettus. **Motion approved.**

Commissioner Guidry moved approval to contract with The Picard Group for Governmental Relations. Motion seconded by Commissioner Jacobs. **Motion approved.**

Treasurer Pettus moved approval to contract with Checkpoint Security Solutions, LLC for Walk through Metal Detectors. Motion seconded by Commissioner Jacobs. **Motion approved.**

Commissioner Guidry moved approval to contract with Southern Construction of Metairie, LLC for Installation of Ceiling Tiles. Motion seconded by Commissioner Belletto. **Motion approved.**

Commissioner Guidry moved approval to contract with Southern Construction of Metairie, LLC for Parking Lot I Improvements. Motion seconded by Commissioner Belletto. **Motion approved.**

Commissioner Jacobs moved to suspend the financial statement and tax statement reports for this month. Motion seconded by Secretary Groos. **Motion approved.**

Treasurer Pettus moved for the Board to go into Executive Session to discuss the character and professional competence of the General Manager candidates pursuant to La. R.S: 42:17(A)(1). Motion seconded by Vice President Bray. **Motion approved. Executive session began at 9:48 a.m.**

Treasurer Pettus motioned for the Board to return to the regular board meeting at 12:57 p.m. Motion second by Commissioner Belletto. **Motion approved.**

Commissioner Belletto moved that an Ad Hoc Committee be formed to further research SMG's response to the Request for Proposal before making a decision to move forward with the RFP. Motion seconded by Vice President Bray. **Motion approved.**

President Rodrigue stated that he will form an Ad Hoc Committee and update Board.

Treasurer Pettus moved President Rodrigue perform a roll call of the Commissioners for the selection of the Executive Vice President of the Authority and President/General Manager of the New Orleans Public Facility Management Inc. Motion seconded by Commissioner Hammond. **Motion approved.**

A vote was taken with the following results:

	<b>Candidate A</b>	<b>Candidate B</b>	<b>Candidate C</b>
Jay H. Banks		<b>X</b>	
Dottie Belletto		<b>X</b>	
Ryan Berni		<b>X</b>	
Robert C. Bray		<b>X</b>	
Alfred L. Groos	<b>X</b>		
Ronald C. Guidry, Sr.		<b>X</b>	
Robert Hammond		<b>X</b>	
Edward L. Jacobs, Jr.		<b>X</b>	
Steve Pettus		<b>X</b>	
Bonita A. Robertson		<b>X</b>	
Melvin Rodrigue		<b>X</b>	
Michael O. Smith	<b>X</b>		

Commissioner Berni moved that President Rodrigue be authorized to contact Candidate B, Michael Sawaya to offer him the positions of Executive Vice President of the Authority and President/General Manager of the New Orleans Public Facility Management Inc. Motion seconded by Vice President Bray. **Motion approved.**

With no other business to come before the Board, President Rodrigue asked for a motion to adjourn. Treasurer Pettus moved adjournment, seconded by Vice President Bray. **Motion approved** and the meeting adjourned at 1:49 p.m.

**ATTEST:** \_\_\_\_\_  
**AL GROOS, SECRETARY**

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Director Guidry moved approval to contract with Clay Construction Group, LLC for Fire Sprinkler Line Repairs. Motion seconded by Director Smith. **Motion approved.**

Mr. Tim Hemphill, Vice President of Sales & Marketing, asked to suspend the Sales & Marketing and Communications reports due to time.

Director Smith stated that he would like to look at the P&L for the Christmas Fest event to see what the festival generated before the event takes place in 2018. Chairman Rodrigue asked that a P&L be presented by the end of the first quarter.

**Director Smith exited the meeting at 2:16 p.m.**

Director Banks asked Alita Caparotta to give an update of the Property and Casualty Insurance RFP process. The Insurance Committee will have a meeting in February 2018 before the February Board meeting.

Director Hammond motioned that the agenda be amended to discuss a personnel matter. Motion seconded by Director Banks. **Motion failed.**

With no other business to come before the Board, Chairman Rodrigue asked for a motion to adjourn. Director Berni moved adjournment, seconded by Treasurer Pettus. **Motion approved** and the meeting adjourned at 3:50 p.m.

**ATTEST:** \_\_\_\_\_  
**AL GROOS, SECRETARY**

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