

**LOUISIANA NAVAL WAR MEMORIAL COMMISSION**  
**Minutes of Executive Committee Meeting**  
**USS KIDD Veterans Museum**  
**February 15, 2018**

Members present:

- Joe Jenkins
- Bob Hawthorne
- Henson Moore
- Mike Vicari
- Hans Sternberg

Members absent:

- Kyle Kennedy

Others present:

- David Beard
- Tim NesSmith
- Andrew Daire – later in the meeting
- Hank Doughty – later in the meeting
- Aquiles Montalvo – near the end of the meeting

Chairman Moore called the meeting to order at 4:00 pm. The Chairman announced that a quorum was present. Commissioner Jenkins led the Pledge of Allegiance.

Minutes. The minutes of the last Executive Committee meeting were approved without objection.

Financial report.

The Chairman reviewed the financial reports for 2017 which were in each packet along with attendance statistics. Copies are attached to these minutes. After discussion, the Committee seemed satisfied with the reports.

The Committee then considered whether the current outstanding balance of the line of credit with Regions Bank should be paid. Commissioner Hawthorne moved and Commissioner Sternberg seconded a motion that the outstanding balance be paid. The motion passed unanimously.

Key Performance Objectives for 2018.

The Chairman presented a list of key performance objectives which he and the Executive Director mutually prepared. A copy is attached to these minutes. The Chairman explained each one. After discussion, Commissioner Sternberg moved and Commissioner Jenkins seconded a motion that the list be submitted to the Commission at its next meeting. The motion was unanimously adopted.

### Capital Expenditure Projects for 2018.

A list of projects was presented, a copy of which is attached to these minutes. The Chairman and the Executive Director commented on each project. After discussion the list was approved by the Committee.

### Movie Contract.

Commissioner Hawthorne announced that the Location Agreement in each Commissioner's packet has been negotiated by Commissioners Moore and Hawthorne and signed by a representative of the production company. It provides for three periods of use: a Boot Camp period for approximately 11 days commencing February 20, 2018, for which the Commission would be paid \$5,000 per day; a Spring Term from March 26 through April 23, 2018, for which the Commission would be paid \$145,000; and an optional Spring Term of approximately 2 weeks for which the Commission would be paid \$5,000 per day. The producer has the right to modify the dates of the Spring Term and the Fall Term by notice 10 business days in advance. The museum and the ship will basically be closed to the public during those times as more fully explained in the Location Agreement which also contains other conditions and obligations. The Committee authorized the Executive Director to sign the agreement on behalf of the Commission.

### First Annual Fundraiser.

The Chairman stated the need for an annual fundraiser and listed some ideas of how it should be organized. He also mentioned that a meeting is scheduled next week with BRAF who has agreed to help us get started. The Committee discussed some ideas and made some suggestions. The Chairman promised an update after the meeting with BRAF.

### Annual Staff Reviews.

The Chairman asked for guidance from the Committee on whether annual performance reviews and raises for staff members other than the Executive Director should be done at or near the same time of year on a calendar year basis or individually for each staff member on his or her employment anniversary date. Historically they have been done on individual employment anniversary dates. The Executive Director stated that the latter has been the practice with which he is most familiar. Commissioner Jenkins stated that he is most familiar with the practice of doing it in connection with budget preparation on a calendar year basis. Commissioner Hawthorne commented that his experience is the same but will support individual reviews based on employment anniversaries because of the history and because of the Executive Director's experience and preference. On motion duly made and seconded, the Committee approved having the Executive Director do annual reviews and compensation changes for other personnel on or near the employment anniversary date of each employee.

Civil Service litigation.

The Chairman informed the Committee that the Civil Service Commission voted not to appeal the trial court's ruling against them in our litigation. However, he cautioned that the delays for appeal have not yet run. He will inform the Commission when that happens.

Other business.

The Chairman stated that the agenda for the next Commission meeting will include many of these same topics. He asked the Committee to let him know of any other items which need to be on that agenda.

The Executive Director was asked when Commissioner Kennedy's just completed model of the USS LOUISIANA will be display, he replied that a case needs to be built for it. There followed a discussion about construction of the case, who would own it when completed, and whether the plan was for the ship model to be owned by the museum or on loan under some type of arrangement.

Public comments.

The Chairman asked for comments from any members of the public. There were none.

The Chairman asked if there was any other business to come before the Executive Committee. There was none so he adjourned the meeting at 5:15 p.m.

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Robert A. Hawthorne, Jr.  
Secretary