

LOUISIANA NAVAL WAR MEMORIAL COMMISSION

Minutes of Commission Meeting

December 14, 2017

4:00 p.m.

Members present:

- Richard Brandt
- Franklin Foil
- Robert Hawthorne
- Joe Jenkins
- Kyle Kennedy
- Henson Moore
- Homer Rodgers
- Karen St. Cyr
- Robert Schilling
- Leonard Sedlin
- Hans Sternberg
- Roderick Wells

Members absent:

- Lane Drake
- C.J. Krueger
- Michael Vicari
- John Wells

Others present:

- David Beard
- Tim NesSmith
- Andrew Daire
- Brad Bongiovanni
- Fritz Embaugh
- Larry Muensler
- Mitch Verma

Call to order: At 4:00 o'clock p.m. the meeting was called to order by the Chairman, Henson Moore, followed by the Pledge of Allegiance led by Commissioner Schilling. The Chairman announced that a quorum was present.

Agenda: The Chairman asked if there were any additions to the agenda. There were none.

Minutes. The Chairman asked if there were any additions or corrections to the minutes of the last meeting. It was pointed out that the date stated for the next meeting was wrong and should be changed to December 14, 2017. On a motion and duly seconded, the minutes of the last meeting with that correction were approved unanimously.

Financial report. In the absence of the Treasurer, the Chairman pointed out the financial statements for September and October in each Commissioner's packet and made a few comments. There were no questions or further comments on

the financial statements, but Commissioner Sternberg asked about the financial arrangements for the just announced Tom Hanks movie involving the USS Kidd. The Chairman responded that financial negotiations had just begun the day before led by the Executive Director, Commissioner Hawthorne, and the Chairman, so nothing was yet definite. It looks as if the daily rate will be in the range of \$4,000 to \$5,000. David Beard, Commissioner Sedlin, and Commissioner related some of their experiences with other movie/tv contracts. After further discussion, Commissioner Kennedy moved that the Executive Director be authorized to negotiate and sign a location agreement involving the Commission's property upon approval by Commissioners Moore and Hawthorne. Commissioner Sedlin seconded the motion and it was unanimously approved by voice vote.

Miscellaneous. At this point in the meeting, the Chairman called the Commission's attention to the recent naming of Commissioner Foil to the Navy's court of appeals. This is a significant honor and recognition of the high esteem with which he is regarded. This elicited an enthusiastic round of applause.

Budget. The Chairman explained that the proposed 2018 Budget in each Commissioner's packet was reviewed and approved by the Executive Committee. It is similar to earlier budgets except that it includes revenue and expenses to renovate and furnish the theatre room along with an introductory film. If extra funds are not available for those purposes, the expenses will not be incurred. Commissioner Kennedy moved that the proposed budget be adopted. Commissioner Brandt seconded and the motion was unanimously approved by voice vote.

Nominating Committee report. Commissioner Jenkins, as chairman of the committee, nominated the following, which have been approved by the executive committee, to serve as officers for next year:

- Chairman – Henson Moore
- Vice-Chairman – Hans Sternberg
- Secretary – Bob Hawthorne
- Treasurer – Michael Vicari
- Executive Committee at Large – Kyle Kennedy

Commissioner Brandt voiced his approval and second the motion of such is necessary. The Chairman asked for further nominations. There were none. Those nominated were unanimously approved by voice vote. The nominating committee asked that Commissioner Kennedy, whose term expires this year,

apply to be appointed for another term. The committee also recommends that the Commission endorse the appointment of Larry Muensler to fill the vacancy on the Commission created by the resignation of Bobbie Pugh. The Commission approved this endorsement without objection. The Chairman related three recent visits he had with Bobbie Pugh and commented on her health and her love for the Commission and its work. He also recounted something of her long and dedicated service on the Commission and on her exemplary leadership which met with the unanimous consent of the Commission. The Chairman then reviewed the list of chairmen of the committees he appointed last year and stated that they would continue for the coming year.

Committee reports. The Chairman then asked for committee reports.

- Commissioner Schilling reported that the Hall of Honor committee sees no changes needed for the Hall of Honor criteria which were adopted many years ago. Tim NesSmith stated that he had some suggestions for procedural and implementation items which he will discuss with the committee. Commissioner Schilling stated that they are considering two additions to the Hall of Honor and will address any space issues which approval will create. He also mentioned that the committee is exploring possibilities permitted by new technology. The Chairman appointed Commissioner Jenkins as an additional member of that committee.
- Commissioner Sedlin briefly reviewed the two-and-a-half-year history of the Strategic Planning committee's work and stressed its importance and relevance. He urged each Commissioner to read the recently approved report in its entirety. He also stated that the completed report has been presented to the Baton Rouge Area Foundation. They received it with optimism and agreed to review it and suggest what should be done to implement it. Chairman Moore thanked Commissioner Sedlin and the volunteers for their tireless work in bringing the Strategic Planning report to its present stage.

Executive Director's report. Each packet contains a written report so David Beard simply called attention to the following items:

- The State has agreed to undertake HVAC replacement and repair using an emergency fund. The Chairman at this point explained that the understanding is that the State will be responsible for major repairs, but the Commission must be responsible for maintenance and repairs not

considered major. Commissioner Rodgers volunteered to help through his contacts in State government and his knowledge of how they operate. The Chairman also pointed out that Commissioner Foil rendered invaluable assistance in getting the State to agree for the first time in the history of the Commission to be responsible for major repairs to the building.

- He has been working with Brad Bongiovanni to conduct some basic marketing research without cost to the Commission. Brad briefly elaborated and the Commission expressed its appreciation.
- Andrew has identified two new traveling exhibits for next year which are mentioned in the report.
- Technology upgrades have been scheduled as explained in the report. He introduced Mitch Verma who explained that these will be undertaken in what he called “baby steps” as funds become available.

Executive session. The Chairman asked that those who are not commissioners to briefly excuse themselves in order for the Commission to consider a personnel matter.

- The Chairman stated that the Executive Committee has reviewed the performance of the Executive Director and recommends a raise which the Commission should consider. Raises for other personnel are within the authority of the Executive Director and will be handled by him. At the beginning of the year, the Chairman and the Executive Director agreed on six key performance objectives. At this point in the meeting, he passed around to the Commissioners a copy of the objectives. The Chairman then reviewed in some detail these objectives. The Executive Committee evaluated the Executive Director’s performance on each of these objectives and recommends an increase in compensation for the coming year of \$5,000, half of which would be paid in the form of a bonus if approved by the Civil Service Commission. Commissioner Rodgers commented on his experience with bonuses and the Civil Service Commission. Commissioner Sedlin moved that the Executive Director receive an increase in compensation of \$5,000 for 2018, one half of which would be paid in the form of a bonus if approved by the Civil Service Commission. If the bonus is not approved, that amount would be added to his salary. Commissioner Brandt seconded the motion which was unanimously approved by voice vote.

At this point, the executive session ended and everyone was invited back into the meeting.

New business.

- Commissioner Rodgers reported that Veterans Memorial Park at the arsenal near the capitol is open. He would welcome any ideas for using the park in a meaningful way.
- There followed a discussion of possible omissions from the names on the memorial wall. After some discussion the Chairman referred the matter to the Hall of Honor committee

Public comments.

- Brad Bongiovanni suggested that small, actionable steps suggested by the strategic plan be identified and implemented. We should at the same time keep the long-term goals in place.
- Commissioner Brandt said that some museums allow access to the gift shop without having to pay an admission fee.
- Mitch Verma echoed Brad's comments and looks forward to implementing the IT plan in small, doable steps, the first being to upgrade the computer systems in the office.
- Commissioner Foil asked what we can expect the Baton Rouge Area Foundation to do. Commissioner Sedlin said he wants them to lead us to implement the strategic plan. Chairman Moore agreed and also hopes they can help with budget planning and in fundraising.
- Commissioner St. Cyr encouraged us to remain positive. She asked about the foundation formed last year to help us and was informed that they are active and actually initiated the contact with Baton Rouge Clinic. They are also close to establishing an endowment fund named for Mr. Barnhouse.
- Tim NesSmith urged the Commissioners to tour the two new exhibits if they have not already done so.
- Chairman Moore solicited ideas for an annual major fundraising event. We do not have one. He cited as an example the Furr Ball formed only 4 years ago which netted over \$100,000 this past year.
- Someone mentioned that this could be considered the 75th birthday for the USS Kidd.

Adjournment: The Chairman encouraged other ideas and asked if anyone had further business for the Commission. Hearing none he adjourned the meeting at 6 p.m.

Robert A. Hawthorne, Jr., Secretary