**LOUISIANA NAVAL WAR MEMORIAL COMMISSION**

**Minutes of Executive Committee Meeting**

**USS KIDD Veterans Museum**

**305 S. River Road, Baton Rouge, LA 70802**

**January 14, 2016**

**5:30 p.m.**

Members present:

* Joe Jenkins
* Bob Hawthorne
* Kyle R. Kennedy
* Henson Moore

Members absent:

* Karen St. Cyr
* Hans Sternberg

Others present:

* Commissioner Len Sedlin
* Commissioner Bobbie Pugh
* Commissioner Shawn Cronan
* Alex Juan, Executive Director
* Tim NesSmith, Ship Superintendent and Education Outreach Coordinator
* Teri Planchard, Business Manager
* Charles Doughty, Maintenance
* Tanya Whitney, Ascension Veterans Park
* Ken Dixon, VFW
* Jerry Pugh
* Byron Como
* Jimmy Fountain
* Peggy Cronan

Chairman Moore called the meeting to order at 5:30 p.m. After the Pledge of Allegiance the roll was called and he declared that a quorum of the committee was present. He then asked for approval of the minutes of the prior meetings. The minutes of the July 30, 2015 and November 5, 2015 meetings of the Executive Committee were approved by consent. The meeting proceeded as follows:

**Performance Review of Executive Director.** The Chairman observed that this is a personnel matter and should be handled in executive session, so he temporarily excused those who are not members of the Commission. The Committee reviewed a document entitled 2015 Highlights prepared by the Executive Director and after discussion, the Executive Committee unanimously approved a salary increase to $82,000 for the Executive Director. The Committee then reviewed a document entitled 2016 Key Performance Objectives prepared by the Executive Director in consultation with the Chairman and after discussion unanimously agreed that they be adopted. Copies of both documents are attached. The executive session ended and those who had been excused were invited back into the meeting room.

**Strategic Planning Committee**. Commissioner Sedlin reviewed the work of the Strategic Planning Committee to date and called to the attention of the Committee a two page summary of a vision/mission statement which he would like the Commission to consider at its next meeting. He explained each point and asked for a motion. On motion by Commissioner Jenkins and seconded by Commissioner Kennedy, the following motion was unanimously adopted after discussion:

“Proposed new name (dba): USS Kidd Louisiana Veterans Museum

Proposed new mission/visions:

The USS Kidd – Louisiana Veterans Museum serves Louisiana by:

1. EDUCATION. Educating our Louisiana public of the role that its residents have played in U.S. military history and stressing the importance of patriotism and of having a strong military to defend, fight for, and protect our democracy and FREEDOM, the bedrock of why we exist.

Vision. To provide a state-of-the-art campus that will interconnect with the surrounding downtown area and the riverfront and be the principal venue for patriotic events held in the Baton Rouge area.

1. VETERANS ADVOCACY. Informing our Louisiana public of challenges currently faced by veterans and providing veterans with information, curricula, and space for veterans’ service organizations to utilize in order to facilitate their assistance to service members about public policy issues.

Vision. To provide meaningful programs that will assist the transition of military families from or to active service and become the premier center that supports statewide veterans’ organizations to advocate their positions on specific issues that impact veterans.

1. PERSERVATION. Continue the maintenance of the USS Kidd and her campus to maintain the vibrancy of USS Kidd as an icon for continued interpretation of her unique role in U.S. military history.

Vision. The USS Kidd – Louisiana Veterans Museum will continue the long term preservation of USS Kidd (DD 661), the aircraft, and all existing and those to be acquired historical and unique military artifacts.”

**Bylaws Amendment on Quorum.** The Chairman reminded the Committee of the continuing problem of having a quorum at Commission meetings and complemented the immediate past chairman on how he was able to conduct the business of the Commission in spite of this difficulty. He referred to a written handout entitled “Proposed Amendment to Article 5, Section 5.3, Meetings of the Commission” (a copy of which is attached) and recommended that this proposed amendment to the Bylaws be submitted to the Commission pursuant to proper procedure. Commissioner Kennedy moved adoption and Commissioner Hawthorne seconded the motion. Commissioner Jenkins expressed concern. After further discussion the motion passed on the affirmative vote of the other three members of the Executive Committee present.

**Budget for 2016.** The Chairman called attention to proposed 2016 Budget handout (attached) and explained that changes from 2015 include additional revenue of $50,000 from a new annual fund which would make possible the hiring of an additional full time employee. The Committee discussed further details. The Executive Director confirmed with the City-Parish that their grant of $229,560 is in place and will be received. Commissioner Kennedy moved that the proposed budget be recommended to the Commission. Commissioner Jenkins seconded the motion which was unanimously adopted.

**Agreement between Commission and Foundation.** Commissioner Hawthorne handed out a bullet point list of possible topics to be included in a cooperative endeavor agreement with the new foundation and explained that the attorney for CRT is sending him a copy of similar agreements between other CRT museums and their supporting foundations. Commissioner Jenkins expressed strong reservations about such an agreement at this time. After discussion, the Committee agreed to table further discussion of this topic until a proposed contract document is available for consideration.

**Civil Service hearing resolution.** The Chairman called attention to a proposed resolution which he would like to present to the Commission (copy attached) authorizing him to appear before the Civil Service Commission to explain why employees of the Commission should not be considered state employees. Commissioner Kennedy moved that the resolution be presented to the Commission. Commissioner Hawthorne seconded. After discussion the motion was approved without objection.

**Committee Chairmen.** The Chairman made the following appointments for committee chairmen:

Nominating Committee – Joe Jenkins

Personnel and Compensation Committee – Hans Sternberg

Long Range Strategic Planning Committee – Len Sedlin

Finance Committee – Karen St. Cyr

Hall of Honor Committee – a chairman will be appointed as needed

Annual Fund Committee –new committee. A chairman will be appointed who may not be a Commissioner.

**Expectations for 2016.**

The Chairman asked what should be done to fill the vacancies on the Commission. After discussion, the Executive Committee agreed to recommend to the Commission that names approved at the last meeting of the Commission be reconfirmed and that the new Governor be urged to make those appointments.

Commissioner Hawthorne and the Chairman plan to work with Commissioner Foil toward amending the legislation which governs the Kidd to solve the quorum and attendance problems which have been encountered in the past. Further details should be available for the next Commission meeting.

**Announcements.**

The Executive Director reminded the Grand Reopening festivities on Saturday from 10 to 11 a.m.

The Executive Director is working on a formal written request to the State to address the current roof and HVAC problems. The Chairman stated that he plans to personally meet with the appropriate State officials with that request in hand to urge the State to fix those problems.

**Public Comments.**  The Chairman asked if any members of the public had any questions or comments.

There were and there was no further business, so the meeting was adjourned at 7:40 p.m.

 Respectfully submitted:

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 Robert A. Hawthorne, Jr , Secretary