**MINUTES OF THE MEETING OF THE**

**LOUISIANA STATE MUSEUM**

**BOARD OF DIRECTORS**

**Monday, April 13, 2015**

**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 Chairman Michael M. Davis at 12:45 PM at The Old U.S. Mint in New Orleans. A quorum was present.

Members Present: Jerry F. Adams; Robert A. Barnett; Charles R. Davis; Michael M. Davis; Rosemary Upshaw Ewing; Allen J. “AJ” Gibbs; Kevin Kelly; Thomas Frère Kramer, M.D.; Aleta Leckelt; William J. Perret, M.D.; Lawrence N. Powell, Ph.D.; William J. Wilton, Jr.; and Diane K. Zink

Members Absent: Madlyn B. Bagneris; Myrna B. Bergeron; Sharon Turcan Gahagan; Jeffrey Pipes Guice; Janet V. Haedicke, Ph.D.; Anne F. Redd; Donna Winters; and Philip Woollam

Also Present: Julia George Moore, DCRT Counsel; Mark A Tullos, Jr., Director, Louisiana State Museum

**Adoption of the Agenda**

Chairman M. Davis called the meeting to order. Mr. Barnett MOVED, seconded by Ms. Ewing, to approve the agenda. No public comment. **Unanimously approved.**

**Minutes**

The minutes from the March 9, 2015 meeting were distributed in advance. Mr. Wilton MOVED, seconded by Ms. Zink, to approve the March 9, 2015 LSM Board minutes. No public comment. **Unanimously approved.**

**Chairman's Report**

Mr. M. Davis advised the Board of the following upcoming meetings:

Irby/Finance Committee meeting May 11th - 10:30 AM

LSM Board meeting May 11th - 12:30 PM (lunch 12 N)

Collections Committee meeting June 3rd - 1 PM

Also, Mr. M. Davis asked the Board if they were in agreement that there will not be Board meetings in July and September. No one objected.

Regarding the Vieux Carré Commission (VCC) appointment, Mr. M. Davis sent a letter to Mayor Landrieu on September 4th with the names of nominees to represent the Museum. Mayor Landrieu rejected both names. If Members of the Board know someone whom they believe is qualified to serve on the VCC, please contact Mr. M. Davis. They must be domiciled in Orleans Parish. Once the names are submitted, Mr. M. Davis will convene an Executive Committee meeting and return with names and a recommendation to the full Board for approval.

Mr. M. Davis distributed to the Members of the Board the link with the necessary information to fill out their required Financial Disclosure Form, as well as the link to take the online Ethics course. The Financial Disclosure (Tier 2.1) must be filed by May 15th.

**Director's Report**

Mr. Tullos pointed out some of the high points of his report, which was distributed in advance. Attendance at the New Orleans museums has greatly increased recently and Mr. Tullos believes some of this is due to the new website, better outside signage and the French Quarter Five informational sheet.

The armoire press release should be distributed in May.

Mr. Tullos also asked the Board to note Captain Gilbert's report. He is changing the museum culture of the Police Department. They work with a small staff. Captain Gilbert has been on the job for only a few months and the Museum staff has seen great improvement in the Department. Captain Gilbert said there was lack of structure and things were happening in a reactionary way. If a problem came up, only then was it fixed. So, most of what the Police Department took for granted is now being methodically planned out with a course of action. Captain Gilbert formulated a mission statement as follows:

“Our mission is to provide a safe and courteous experience to all visitors and employees throughout the Louisiana State Museum system. Through diligence, commitment and service, we will protect the legacy of artifacts of the State of Louisiana for the benefit of generations to come.”

Captain Gilbert is now starting to see a change in performance and attitude.

Mr. Tullos said the Capitol Park Museum has the highest school tour visitation due to better access by school buses and parking availability.

The Director attended the kitchen dedication at E.D. White in Thibodaux this past weekend and the opening of the Clementine Hunter mural exhibit at the Louisiana Sports Hall of Fame and Northwest Louisiana History Museum.

The Yelen-Gitter family contributed to the LSM a folk art collection in 1998 and there was an agreement at that time that the LSM would display the collection. The LSM staff is presently working on that installation at the Mint.

The LSM is planning a major jazz exhibit at the Mint, and Mr. Tullos appointed Greg Lambousy to be the project lead. A larger Louisiana music exhibition is still being planned at the Mint, but with continuing budget cuts, it leaves the Mint in financial limbo if the jazz portion of the larger exhibit is not installed soon. Admission to the Mint is currently free. LSM staff determined that moving ahead with the creation of the jazz exhibit will enable the museum to begin charging admission to the Mint property. The exhibition is scheduled to open in early 2017. The Museum, LMF and FOC will be raising sponsorship money for the exhibit as well. The LSM will continue to pursue capital appropriations to complete the larger music exhibition.

Mr. Tullos thanked the LSM’s historians, Karen Leathem and Joyce Miller, for their hard work over the years. Their contributions are often overlooked.

**Collections Committee Report**

Dr. Perret said the report was distributed in advance.

He made a MOTION to approve first six categories of the Collections Committee Report. Seconded by Ms. Zink. No public comment. The motion was **unanimously approved**.

Dr. Perret pointed out the Outgoing Loan Extension request from the office of Treasurer John Kennedy for paintings in his office that would not be on view to the public. LSM staff will need time to assess for proper lighting and temperature control. Ms. Leckelt said Treasurer Kennedy is aware and wants to protect the paintings as well. One of the paintings requested was to be over a copy machine so the Committee rejected that request. Dr. Tony Lewis will prepare a report for the June Collections Committee meeting, assessing all paintings in the Treasurer's office and the request for continued use.

Dr. Powell said he would like to see some of the requested paintings in an exhibition at one of the Museums. Mr. M. Davis said part of the agreement is that Treasurer Kennedy would return any paintings per our request.

Commissioner of Agriculture Mike Strain requested paintings for his office while the legislature is in session but LSM staff determined they do not have time to assess the space. Therefore, we could not accommodate his request in this short time period. Staff will send Commissioner Strain’s office a letter asking for more time prior to the next legislative session. Ms. Ewing suggested we ask one of his staff members to come look at our art collection before the next session. Mr. Adams asked if we can loan out just any painting or are there some art pieces we don't want to loan out. Ms. Hammatt stated that all requests need to go through the Collections Committee. Dr. Powell asked if some paintings are so valuable that we should not loan them out. Ms. Hammatt said we do not look at it from a monetary point of view. Mr. Tullos said some paintings we do not offer because of conservation and/or future exhibit reasons. We also look at the security of the building where items will be placed.

The last item is an issue of ownership for a 1917 Cadillac Touring Car, which was a personal command car of General Pershing. It is currently at the Jackson Barracks. It was sent there some time ago and now is in working order. The question is who owns the car. LSM’s attorney David Dalia will be asked to research this issue. Staff will also look at past Board minutes due to the gap in correspondence.

Ms. Ewing MOVED, seconded by Mr. Wilton, to accept the Collections Committee recommendation on the Outgoing Loan Extension request from Treasurer Kennedy’s office. There was no public comment. **Recommendation unanimously approved.**

Ms. Leckelt MOVED, seconded by Dr. Powell, to hold off on granting Commissioner Strain’s request this legislative session. No public comment. **Recommendation unanimously approved.**

Ms. Ewing MOVED, seconded by Dr. Kramer, to first determine ownership of the Cadillac Touring Car before deciding what to do with it. There was no public comment. **Recommendation unanimously approved.**

**Irby/Finance Committee Report**

Mr. Barnett said it was a lively and lengthy meeting.

The first item for recommended approval by the Committee is the new residential tenant of 519 St. Ann Street, 3rd floor, at the recommended monthly rate of $2,755, plus the current common area maintenance fee (CAM) of $270 per month. The tenant is Jim Brown. The new tenant also wishes to replace the carpet & flooring and counter tops at his own expense, all with approval by LSM staff. As an additional condition of rental, Mr. Brown will have to agree that if there is a rental increase, he will not get any credit or offset for any renovations done by him. There was no public comment. **Unanimously approved.**

The second item discussed by the Committee was the need for a new rent study for the residential leases. At this point, the LSM staff would like to gather a list of qualified realtors or appraisers to submit a proposal to Ms. Washington and to develop a scope of work for presentation at the next Irby meeting. The last rent study was done in 2010.

The third item discussed by the Irby/Finance Committee was the formation of a Sub-Committee regarding revisions of the commercial lease and accompanying Policy and Procedure Manual for the Lower Pontalba. Ms. Zink said they are working on a template for the revisions and will have an update at the next Board meeting.

The fourth matter involved Mr. R. Davis’ presentation to the Board on the status of the State budget cuts for 2015-16. The documentation presented is attached to the minutes.

He said that the LSM is keeping 11 state positions open in the state budget to meet the anticipated budget shortfall. However, DCRT cannot use the savings in salaries and spend it on other categories without prior Joint Legislative Budget Committee approval. Mr. R. Davis also said that the LSM is exceeding self-generated revenue budget estimates but must ask for an increase in spending authority to utilize these surplus funds. DCRT will likely go to the Joint Budget Committee for this request when the session is over.

Mr. R. Davis said the initial Irby budget presented should be similar to last year’s request. If LSM gets the additional self-generated funds approved for use for the Museum, the LSM may not have to ask Irby for any additional assistance in the coming fiscal year.

The fifth item discussed by the Irby/Finance Committee involved a report on damages to the Lower Pontalba building caused by possible excessive watering of the plants on some balconies. Staff reported water damage/mold to the fascia. Staff reported that in addition to excessive washing of balconies themselves and allowing water to inappropriately flow down on to neighbors and the street, Staff expressed concern that such water flow would cause damages sooner than normal. There will be a follow-up report by Staff.

***Friends of the Cabildo* Report**

Jason Strada gave the report.

FOC Numbers and Events

March Report

Volunteer Hours

1,970.50 hours

2015 March Walking Tours

532 – Tours

646 – 2014

1850 House

Attendance is up 11 % on the year compared to budget and the FOC had a very successful French Quarter Fest and are looking to have a store for the Creole Tomato Festival and Satchmo Fest.

The FOC also saw a very big increase in admission to the 1850 House Museum with 1,021 paid guests. For the year, on top of the $35,000 that the FOC has given to the Museum this year, the FOC has also paid the LSM $11,476 in ticket sales, compared to $8,800 from last year.

The FOC will be having a 1970 Jazz Fest Movies Film Screening at the Mint on April 23rd. If the Board has not attended, there are 5 silent films and 2 with sound and in the sections where there isn’t sound there will be a band on stage playing music.

The FOC’s home tour is scheduled for May 17th with a Kickoff party at the newly reopened Feelings Café. There are 7 amazing properties on the tour.

***Louisiana Museum Foundation* Report**

Jason Strada gave report in the absence of Susan Maclay.

Susan offers her apologies for not being able to be here today due to a broken ankle, and as both Anne and Philip are out of town, she asked if Mr. Strada would give her report for the Foundation.

The Foundation’s nominating committee met in mid-March. The new slate of officers has been confirmed and one open seat has been filled on the board. The committee continues to work to fill four more seats that will be open as of July 1.

The spring membership campaign has been started and renewals are coming in while reminders continue to go out. The Foundation has two major membership pushes each year, typically in the fall as part of the gala ticket packaging and in the spring prior to the annual meeting, so right now is a crucial time for the Foundation, as memberships are a main component for funding the budget.

The Foundation’s March board meeting, which was reported as going to happen at the last LSM board meeting, was postponed and will instead be held on April 23.

As reported last month, the Foundation’s annual meeting will take place on May 12 at Brennan’s on Royal, starting at 6 p.m. for cocktails with dinner starting at 7 p.m. The new officers and Board members will be installed at the meeting, but their terms do not actually commence until July 1.

Additionally, the annual meeting will feature the Museum’s Jazz Curator Emeritus, Don Marquis, and current key curators, who will give a presentation on the Museum’s plans for the return of the Jazz section of the new music museum, which has been in planning for a number of years for installation at the Mint.

If anyone wishes to attend the dinner, there is still time to join the Foundation. However, to make the listing deadline for the annual meeting program, your pledge must be received by May 4.

With the transfer of Greg Lambousy from Collections to Exhibits, the Foundation has been assisting the Museum in transitioning different curators to serve as the project directors on the three-year $275,000 National Endowment for the Humanities Colonial Documents grant, which is now at the half way point, and on the newer $40,000 National Park Service grant.

The Park Service grant is paying for a trial solution for the salt intrusion problem that is causing the disintegration of bricks and mortar in Madame John’s Legacy.

The Museum has assigned Dawn Hammatt to replace Greg Lambousy as the new project director for the NEH grant. This transition is not yet complete but in the works.

The Foundation had begun working with Polly Roman, assigned by the Museum to replace Mr. Lambousy as the project director for the Park Service grant, but she turned in her notice, and now Mr. Lambousy has been reassigned back to serve as the project director on the grant, which will make matters go more quickly, since he is already very knowledgeable on the particulars.

Since the last LSM board meeting, the Foundation also recently worked with Dr. Karen Leathem to submit an $81,000 application for a sub-grant from the University of Rhode Island, for their grant submission to the National Oceanic and Atmospheric Administration. The sub-award, if granted, will fund teacher workshops, over three years, utilizing the Hurricane exhibit.

And even though the Clementine Hunter exhibit has opened in Natchitoches, the Foundation continues to work with the curator of this Museum to secure reimbursements from the grantor, which is paying for a major portion of this project.

As the Board is aware, the Foundation goes through an extensive audit each year and a rigorous 990 report filing. While the audit was completed some months ago, the 990 is still being finalized and will be submitted to the IRS this month, and then in August the process will start over again with the next audit.

With the loss of the Museum’s Music at the Mint program director, the Friends of the Cabildo and the Louisiana Museum Foundation are stepping up to keep some semblance of programming going in the $4 million dollar third floor performance venue. The Foundation is working on a plan to keep Friday daytime programming going and at least six evening programs to supplement the four that the Friends are planning. The Friends and the Foundation will meet this week, along with knowledgeable volunteers, for coordination and planning purposes.

**LSM properties**

Mr. Adams said the Cypress Sawmill Festival was canceled Sunday due to bad weather and it was not a great day weather-wise on Saturday either.

**Old Business**

Mr. Lambousy said there is ongoing conservation for the jazz instruments, so any help staff can get to raise funding for the conservation would be greatly appreciated.

**New Business**

Mr. M. Davis asked if anyone wants a new LSM ID with the new logo. They can use their present photo if they wish. Please contact Yvette Cuccia.

Ms. Leckelt asked about business cards for Board members. Mr. M. Davis said there is no money in the budget for this. Ms. Leckelt said her secretary can print business cards if we email her the logo.

Mr. M. Davis said that Linda Keelen has been hospitalized with mouth cancer and has gone through difficult and serious surgery. She is recovering at home.

Adjournment at 2:05 PM.