**LOUISIANA NAVAL WAR MEMORIAL COMMISSION**

Minutes of Commission Meeting

January 24, 2015

9:00 a.m.

Members present: Richard Brandt, Mike McNaughton, Robert Hawthorne, Joe Jenkins, Kyle Kennedy, Kenneth Kimberly, Henson Moore, Bobbie Pugh, Leonard Sedlin,

Members absent: Franklin Foil, Rudolph Bourg , Hans Sternberg, Karen St. Cyr

Others present: Alex Juan, Executive Director; Anna Sanders and Ramona Hudson, with Women Veterans of Louisiana; George Seal; David Johnson; Tim Sproles, NBC 33/FOX 44; Jerry Accardo, CVSW; Tim NesSmith, Sylvester Mason, and Janette Eby of the Kidd staff; David Soulier, Foundation trustee; Reginald Brown.

Call to order: At 9:00 o’clock a.m. the meeting was called to order by the Chairman, Joe Jenkins, who led in the Pledge of Allegiance and asked for a roll call. After the roll was called, the Chairman announced that a quorum was present.

Agenda: The Chairman asked for approval of the agenda. On a motion by Henson Moore and seconded by Kyle Kennedy , the Commission unanimously approved the agenda.

Minutes: The Chairman asked for approval of the minutes of the last meeting. On a motion by Henson Moore and seconded by Kyle Kennedy, the Commission unanimously approved the minutes of the last meeting.

Executive Director’s contract. The Chairman informed the Commission that the Executive Committee reviewed the 3 year contract with the Executive Director and recommend that she be given a 5% raise in compensation for 2015. On motion by Henson Moore and seconded by Dick Brandt, the Commission unanimously approved this recommendation. The Chairman also recommended that since the Foundation now has separate leadership, the Executive Committee recommends that language in her contract referring to the Foundation be deleted. On motion duly made and seconded the unanimously approved this recommendation.

Executive Director’s report.

*Fourth of July* -- The Executive Director recommended that the Commission contract with Roux Louisiana to coordinate the event on behalf of the Commission. She then introduced David Johnson of Roux Louisiana who passed out a spreadsheet entitled “City Beat Freedom Fest 2015” and explained what his company would do to produce and manage the event. He explained that he would upgrade the sponsorship and publicity materials and that the event generally would be modeled after the “Live After Five” events which his company produces. He estimates that his fee would be $4,000 to $5,000 and that the Commission should anticipate a small profit the first year but thereafter should expect increasing surpluses. He responded to several questions from the Commission after which Dick Brandt moved that the Commission contract with Roux Louisiana to produce and manage the event as outlined. The motion was seconded by Henson Moore and unanimously approved by the Commission.

*Accomplishments and Finances, Special Events and New Programs* – The Executive Director reviewed a number of accomplishments during the past year, not the least of which was ending with a financial surplus. She passed out an admissions worksheet for the past two years. She also listed other achievements including increased sponsorship and donations, increased volunteer activities, and new events honoring veterans. She passed out a calendar of events for 2015 and pointed out special events to observe the 70th Anniversary of the kamikaze attack on the Kidd and the end of WWII. She also hopes to have a “celebrity chef” fundraising event. An inventory of the physical assets is almost complete and will be refined and improved. Fencing has been installed and other measures have been undertaken to improve security. Full time staff has been reduced to three but part-time staff has been increased including a maintenance person. She also plans to attend a conference in Washington, DC with the blessing of the Chairman to seek federal funding sources. She mentioned other programs and estimates that the Commission received $98,000 in “in kind” contributions during the year.

*Major Renovations and Maintenance Projects* – The Executive Director outlined major renovation projects and recommended that budget surpluses be dedicated for such purposes. Projects include, roof, HVAC, lighting, PA system, hull painting, and tower painting.

Budget. The Executive Director passed out a proposed budget with columns showing last year’s budget and actual numbers for last year. She also passed out a comparison worksheet. She recommended adoption of the proposed budget and explained that the Executive Committee concurred. Dick Brandt moved that the proposed budget be adopted for 2015. Mike McNaughton seconded the motion and the Commission unanimously adopted the proposed budget.

Auditors for 2014. Bob Hawthorne explained that the Executive Committee met with the LaPorte firm who did last year’s audit and moved that the Commission engage them to do the audit for 2014 on a consolidated basis with the Foundation. He explained that the consolidated format is how the audits have been done for many years. The motion was seconded by Henson Moore and unanimously adopted by the Commission.

Commendation of Executive Director. At this point in the meeting Henson Moore took the opportunity to commend the Executive Director on the “very fine job” she has done during the past year under very difficult and trying circumstances. Other Commission members nodded their approval and gave the Executive Director a spontaneous round of applause.

Long Range Planning Committee. Len Sedlin reported that the committee met again with John Davies and others at BRAF on January 15 and is very impressed with the effort BRAF is giving to this project at no charge to the Commission. There are no decisions for the Commission to consider at this time but a rough timeline would be for the plan to start in 2016 and be fully implemented by 2020. They have been advised to plan big. This effort is also very timely because of other major projects planned for the Baton Rouge riverfront such as the so called “Water Park.” The next meeting is set for February 24.

Foundation report. Henson Moore announced that Carolyn Castille is actively recruiting trustees. She raised $5,000 for the endowment fund at BRAF which is dedicated to maintenance of the ship. The Foundation also plans to hold its meetings at different times from Commission meetings.

Chairman’s report. The Chairman announced that Commissioner Franklin Foil has agreed to help open doors at the State for maintenance and other needs. The Chairman added his praise for the staff and the great job they have done this past year and the energy and enthusiasm they have shown.

Announcements and Public Comments. The Chairman asked if there were any announcements. There were none so he asked if any members of the public would like to make any comments.

* David Soulier suggested that after the roof is repaired, the Commission should consider installing solar panels. This can be done on a lease basis to fix and possibly save energy costs.
* Anna Sanders expressed appreciation to the Commission and staff for their support of women’s groups and women veterans.
* The Chairman passed out committee assignments for 2015 and asked Commission members to contact him if they wished a different assignment.

Adjournment: The Chairman asked if anyone had further business for the Commission. He received no response so he adjourned the meeting at 10:15 a.m.

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Robert A. Hawthorne, Jr., Secretary