**MINUTES**

                                  LOUISIANA STATE EXHIBIT MUSEUM

                                      REGIONAL GOVERNING BOARD

 Meeting September 15, 2022

**12:00 noon -** Governing Board Members

 Nell Shehee (by Google Meet) called the meeting to order. It was determined a quorum (6 members) was present.

Cindy Grogan took the roll call. Five members were present: Rosalind Bryant, Thomas Carmody, Jeff Girard, Nell Shehee and Nancy Walker. Friends President Ted Roberts was present. Proxies received: Paul Strickland; proxied, Peter Ramsey, Catherine Newsome; proxied, Thomas Carmody, Chris Brown; proxied, Nita Cole, Peter Ramsey; proxied, Nancy Walker. Nita Cole and Cindy Grogan from the museum staff were present.

Nell S. asked if everyone received a copy of the April board meeting minutes and if anyone had any changes or corrections. Nancy W. made a motion to accept the minutes as written; seconded by Thomas Carmody. Motion carries.

Standing Committee Reports **-**

Executive Committee report: Nell Shehee - No Report

Accession and De-accession Committee report: Richard LeBlanc (absent) - No Report

Strategic Plan Committee report: Jeff Girard reported that the LRSP Committee had met last week. The mission statements and accreditation process were reviewed by Nita Cole. There was some discussion regarding the time frame of the “long range” plans and how often they are to be reviewed and updated.

Dennis Beckman (LSEM Friends) was a guest at the meeting where he made a request for a proposal for a permanent music exhibit (and culinary exhibit) at LSEM. There was some discussion about research, duplication and how it could coordinate with a Glitz & Grits. This may be proposed at the December meeting.

Building and Grounds Committee report: Peter Ramsey (absent) no report. Nancy Walker stated how great the museum is looking - the flooring and courtyard landscaping.

Education & Exhibits Committee - Rosalind Glover Bryant reported that LSEM has had 14,353 visitors in 2022. She gave the information on upcoming and past events.

 Past Events

* Bill Gingles “Paintings from the Inside” Exhibit Opening was Sunday, April 24, 2022 from 2-4 pm. There were 120 visitors in attendance.
* Springfest (State Fair) was April 28, 2022 thru May 8, 2022. The museum was open on Saturday, April 30, 2022 from 12 noon - 4 pm.
* Tuesday, June 7, 2022 from 5-7 pm. was Project Talent - Caddo Parish Student Art Exhibit Opening Reception. This is one of our most well attended openings with 400+ attending.
* Saturday, July 16, 2022 Digital Media Graduation was held in our auditorium with 75 attending.
* Sunday August 7, 2022 from 2 pm to 4 pm Shreveport Art Club Exhibit Opening Reception. Louisiana Mud Mavens joined this exhibit for the 2nd year. Over 225 visitors attended the opening.
* Thursday, September 8th, from 5-7 pm Photographer Rodney Steele’s “In Awe of Life and Nature” Exhibit Opening and Reception was held. There were 55-60 attending.
* Saturday, September 10, 2022 Ayers Business College held 2 graduations in the auditorium. There were over 700+ attending.
* Thursday, September 8th, 2022 the Long Range Strategic Planning Committee met.

Upcoming Museum Events

* Saturday, September 17, 2022 10 am to 2 pm. The 7th Annual Archaeology Day will be held at the museum. We usually have 40 vendors and volunteers plus 400+ visitors attending. This is a Friends sponsored event - the Friends will be providing lunches for 40+ volunteers. (Honey Baked Ham - $8 per lunch).
* The Louisiana State Fair will be held Thursday, October 27, 2022 - Sunday, November 13th. The museum will be open on Saturday, October 29th and Saturday, November 5th from 12 noon to 4pm.
* Thursday, December 1, 2022 will be the 33rd Greening of the Museum.

Nominating Committee - No Vacancies.

Old Business: The Friends had approved all requested budget items except for the Greening of the Museum**.** After requesting additional information, the museum staff referenced the spread sheet (budget request for 2022) provided. The staff will draft our budget request for Jan. - Dec, 2023 (by the end of September) to present to the Governing and Friends Board at the December meeting.

Proposed Museum Coloring Book: The Secretary of State has recently updated the Official Louisiana State Coloring Book on his website. As the official state coloring book, it can be downloaded and printed for free. The SOS has determined the proposed museum coloring book is an unnecessary duplication and expenditure of Friends funds.

Also, the Friends proposal for the Southern Maid Donuts Exhibit cannot be scheduled at this time. The staff and I look forward to continuing working with the Long Range Strategic Planning Committee to evaluate future exhibits and educational programs.

The Friendshavedonated their website to the museum, but request that a link be made to permit donations to the Friends of Louisiana State Exhibit Museum. The Friends are responsible for providing the link and providing the payment service.

The state auditor attended the August Friends meeting.

New Business**:** Thomas C. reported that the state auditor is doing a follow up report on the corrective action plan that the Friends have in place to correct board policies and procedures. He is looking for the Friends “proof of effort” that they are trying to comply with their mission statement and Cooperative Endeavor Agreement. He reports his results to the Secretary of State.

Friends of LSEM:Ted Roberts stated that he is working with SBCTB to promote the museum’s events. He also outlined some of Dennis Beckman’s music proposed exhibit plans. He would like the opening of the proposed music exhibit to coordinate with a Glitz & Grits. There was some discussion regarding a music exhibit or a music program to be in the auditorium.

Chairman’s Report: Nell S. that Thomas has covered her report.

Director’s Report: Thomas reported that the state has paid for the following building repairs and maintenance:

1. The museum has contracted to replace the wooden fence (on the west side of the property) and will be replaced with a composite fence. The fence color is sandstone to match the building. The bids had been opened on 02/15/22 and awarded. The contracted amount is approximately $25,000 project (updated from $17,500 since Oct. 2021). The contractor has not yet been able to secure the materials for the fence to complete the project. The state has approved the change order on 9-12-2022. We are now awaiting word from the contractor as to when the work can be scheduled.
2. The museum’s parking lot across Greenwood Road has now been repaired, Dale’s Paving has replaced damaged asphalt, sealed and striped the parking lot. The total project costs was approximately $24,000 and the work is complete. With the new fence, the repair of the parking lot certainly has improved the appearance of the museum and Greenwood Road area).
3. (Rotunda) Woodshapers repaired a test area (3 ft. x 3 ft. area= 9 sq. ft.) on the damaged wood veneer. They installed quarter sawn oak veneer and stained it to match the veneer in the rotunda. The cost for the test area was $1,300. We are pleased with the work done and will now request Woodshapers to prepare a scope of work for each of the damaged areas of rotunda quadrants. Their estimated costs will be $75-$90 per square foot. The estimate for Quadrant 4 (front left section - by the Bour Davis car) is $25,000. Since the estimate is over $10,000, it would have to go out to bid but the museum does not have funds budgeted to cover the expense.
4. Strong Construction removed the original 4 ft. cyclone fence between the museum property and the Boys & Girls Club at a cost of $6,750 (in addition the vegetation was cleared for the 500 feet of fence at a cost of $7,500). That work is complete. Pelican Exteriors has been cleaning up replacing dead plant sin the courtyard.
5. Strong Construction has completed the grading of the Greenwood Road fence line in order to evaluate the metal panels so we can determine the amount of restoration work that is needed to preserve metal fencing.
6. The air conditioning unit in the projection room has gone out. We have received bids and it will be replaced at a cost of $8,000.

The sinkhole along the Archives building foundation has to have more dirt to fill the hole. A new downspout was installed. The plumber has been contacted and he will need to excavate the area and determine if there is another broken pipe alongside the Archives Building. The $25,000 repair costs will be handled by Facility Planning.

**New Business:**

Elise Greiner, Internationally known conservator who had conserved our fresco at the LSEM entrance, has just returned from Italy. She will schedule her trip to Shreveport soon. Elise will advise on the scope of work and costs, although there is no state funds available to address this restoration, the museum will likely need to look to a capital outlay request in the next fiscal year.

No further business, a motion to adjourn was made by Nell Shehee seconded by Jeff G. Meeting Adjourned.