

## LOUISIANA NAVAL WAR MEMORIAL COMMISSION

### Minutes of Commission Meeting

March 9, 2017

4:00 p.m.

#### Members present:

- Robert Hawthorne
- Kyle Kennedy
- Henson Moore
- Leonard Sedlin
- Hans Sternberg
- John Wells
- Roderick Wells
- Michael Vicari
- Franklin Foil

#### Members absent:

- Richard Brandt
- Joe Jenkins
- C.J. Krueger
- Homer Rodgers, Louisiana Department of Veterans Affairs
- Bobbie Pugh
- Karen St. Cyr

#### Others present:

- David Beard
- Tim NesSmith
- Terri Planchard
- Carolyn Castile
- Hank Doughty
- Larry Muenzler
- Bob Schilling

Call to order: At 4:00 o'clock p.m. the meeting was called to order by the Chairman, Henson Moore, who asked Commissioner Vicari to lead in the Pledge of Allegiance.

Agenda: The Chairman asked if there were any additions to the agenda. There were none. He then stated that he would take a few items out of order.

Minutes. The Chairman asked if there were any additions or corrections to the minutes of the last meeting. On a motion made by Commissioner Kennedy and seconded by Commissioner Sedlin, the minutes of the last meeting were approved unanimously.

Civil Service lawsuit. The chairman explained that when he took office, he identified three legacy issues which he hoped to address during his tenure: 1) whether our employees are covered by State Civil Service; 2) whether our building should be maintained by the State; and 3) whether the State ORM insurance coverage is reasonable and is our only option. He is working on item 2 and will give a report in a few minutes. Commissioner Hawthorne is working on item 3. To address item 1, the Commission authorized litigation in the 19<sup>th</sup> JDC which is scheduled for a pretrial conference next week. A formal trial should not be necessary because the attorneys have arranged to submit the matter with agreed upon facts.

Building maintenance. The chairman stated that he has met with Mark Moses who is in the office which handles State buildings. Commissioner Foil's office was of great assistance in arranging this meeting. Mr. Moses agreed to try to get a waiver from the Division of Administration to include our roofing needs included in HB2 if we can get him proper documentation as to need and costs. This is encouraging, because for the first time the State seems willing to undertake responsibility for maintaining the building. The Chairman committed to Mr. Moses that we could handle routine maintenance if the State would assume responsibility for the roof and other major items.

Finances. Terri Planchard distributed financials for the month of January. The Chairman reviewed several highlights and indicated that Commissioner Vicari as Treasurer would take over this responsibility as soon as he felt confident in doing so. Executive Director Beard reported that they were rebuilding the overnight camping list in order to more aggressively market that program. Commissioner John Wells reported a possible grant opportunity for the Foundation. Commissioner Hawthorne volunteered to help with the application. Terri reminded the Commission that the City Parish grant can only be used for certain specified purposes. They are also working on a month-by-month projection of

cash flow which should be helpful. Commissioner Sternberg suggested getting with our banker to explore procedures to maximize the benefits of our daily bank balances. Commissioner Rod Wells suggested asking our regular vendors to sponsor events or portions of events or activities.

Veterans Organization Advisory Committee. The chairman reported that Commissioners Krueger and John Wells attended the first committee meeting. Two veterans' groups have become members. Commissioner John Wells will help involve veterans' groups for the Kidd. The chairman appointed Commissioners Vicari, Krueger, and Rod Wells to chair this committee. The Executive Director will send out copies of documents and information to help get them started.

WWI exhibit. The Executive Director reported that Andrew Daire is working on design and construction which includes a simulated WWI trench and that they hope to open the exhibit in April. The \$10,000 budget item still seems adequate which includes \$5,000 for a case to display the USS Louisiana model recently completed by Commissioner Kennedy. He praised the quality of the model and said that they plan to display it near the main entrance on the first floor of the museum building.

Special Mardi Gras Museum Pass. The Executive Director explained their experiment with special \$4.00 per person restroom passes for the Mardi Gras and other downtown parades. Gross income for the 2 most recent parades was \$800.00. They were pleased with the result and plan to continue the practice.

Strategic Planning Committee report. The Chairman recognized Commissioner Sedlin who called attention to the written report in each Commissioner's meeting packet and gave a brief overview. He introduced Larry Muenzler who is acting as a co-chairman. Mr. Muenzler has significant experience with strategic planning. Mr. Muenzler explained that when the committee's report is ready, the Commission will need to meet and formulate action plans.

#### Announcements.

- Welcome Home Vietnam Veterans Day – The Executive Director along with Tim NesSmith emphasized that this event is very special and unique. The chairman echoed that last year it was very moving and well received. The event is scheduled for March 25 at 11 a.m.

- 4<sup>th</sup> of July Spectacular – The Executive Director assured the Commission that event planning was well under way and that a major sponsor had been secured. The Commission also discussed the future possibility of passing on to other groups or organizations fiscal responsibility for our portion of the fireworks.

Cooperative Endeavor Agreement with Foundation. The chairman called attention to the CEA and supplement which are in the packet and explained that the supplement is based on conversations between the Executive Director and Carolyn Castile, chairman of the Foundation. He introduced Ms. Castile who emphasized that the Foundation will be concentrating on endowment funding and major projects assigned by the Commission. Commissioner Hawthorne explained that he drafted the documents based on their understanding with the idea that the supplement would be changed from time to time as the funding needs change. On motion by Commissioner Kennedy and seconded by Commissioner John Wells, the Commission unanimously approved these documents.

Executive Director's Report. The Executive Director referred the Commissioners to his written report in the packet. His verbal report included the following:

- He urged them to attend the Welcome Home Vietnam Veterans event, and asked for their particular presence from 11 a.m. to noon on March 25. Commissioner John Wells agreed to contact Senator Bill Cassidy's office to urge his attendance.
- He pointed out that we are paying ORM \$7,500 per month. The premiums this year are \$7,200 per month.
- He discussed how attendance at the museum is counted and with input from other staff members, explained that in some years 4<sup>th</sup> of July numbers were included even though they were only estimates. Several Commissioners expressed concern about including numbers which were not based on actual counts.
- He explained that he is exploring how to dispose of the collection we are storing from the Louisiana Maritime Museum. On motion by Commissioner John Wells and duly seconded, the Commission authorized him to contact representatives of that defunct museum and dispose of this collection in a responsible manner.

- The chairman complimented Executive Director Beard on his programming and marketing lists.

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Next meeting. The Chairman pointed out that the dates for the remaining Commission meetings this year are:

- June 08
- October 12
- December 14
- If anyone has a problem with any of those dates, please let him know as soon as possible. The meetings will be at 4 p.m. at the Museum unless otherwise specified.

Public Comments. The Chairman asked if there were any comments from the public.

- Commissioner Hawthorne introduced Bob Schilling who has been appointed as a new Commissioner but whose paperwork has not yet come through. Mr. Schilling said a few words and the chairman welcomed him.
- No one else offered any comments.

Adjournment: The Chairman asked if anyone had further business for the Commission. He received no response so he adjourned the meeting at 6:15 p.m.

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Robert A. Hawthorne, Jr., Secretary