**MINUTES**

                                  LOUISIANA STATE EXHIBIT MUSEUM

                                       REGIONAL GOVERNING BOARD

 Meeting  May 6, 2021

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

Chair Nell Shehee called the meeting to Order and determined a quorum was present.

Cindy Grogan called roll. Members: Chris Brown, Rosalind Bryant, Jeff Girard, Ann Reid Mills, Richard LeBlanc, Nell Shehee, Nancy Walker, Catherine Newsome (by conference call), Staff members: Thomas Carmody, Director, Nita Cole, Curator and Cindy Grogan PIO were present. Karen Logan, Friends Board member & Strategic Planning Committee member were present. Paul Strickland’s proxy to Peter Ramsey and Peter Ramsey’s proxy to Nancy Walker.

Ms. Shehee asked if everyone had received a copy of the Gov. Board Meeting Minutes of October 8, 2020. She asked if any changes needed to be made - none were. Nancy Walker made a motion to approve the minutes; seconded by Ann Mills. Voted and motion carries.

Nell Shehee asked Richard LeBlanc for an **Accession and Deaccession Committee report** Mr. LeBlanc deferred to Nita Cole who curated the Libbey Glass artifacts donated for an exhibit. She gave a brief history of the plants’ presence in Shreveport and some of the artifacts donated and to be donated (glass press mold to be placed on the museum grounds along with a free concrete pad installed). Thomas Carmody made a motion to accept the Libbey glass donation; seconded by Mr. LeBlanc. Voted and motion carries.

Nell then thanked the Friends Board for their donation of the mobile shelving, refrigerator, microwave and scissor lift for the new Archives building. Mr. Carmody also thanked the Friends Board and made a motion to formally accept the donation; seconded by Ms. Mills. Voted and motion carries.

Ms. Shehee asked Chairman Jeff Girard if he had a **Strategic Plan Committee report**. Mr. Girard said he had received a previous long range plan and museum information from Ms. Cole. Jeff stated they had not had a meeting but he would be calling one soon.

**Building and Grounds Committee** chair, Peter Ramsey was absent. Mr. Carmody stated that the museum landscape and plants had freeze damage and we’re waiting to see if any plants will revive. He had also received a bid on tree trimming (copy attached). There are several trees too close to and over the building roof, on the parking lot across the street that need work. Mr. Carmody stated that this may be in the budget request to the Friends.

**Education & Exhibits Committee** chair Rosalind Glover Bryant reported the museum had over 3,000 visitors since the beginning of the year. A slow start due to Covid 19 restrictions, but it is starting to pick back up.

The museum had the first 2021 exhibit reception with Creative Art Connection on March 28th and a double exhibit opening on April 18th with the Glass on Glass exhibits: ***Remembering 47 Years in Shreveport - Libbey Glass*** and Julie Glass, sculptor with ***Somewhere*** ***Between Eunice and Mamou*** exhibit. There were over 350+ at the reception openings with many visitors during the week. The exhibits will be on display until May 25th. June 6, 2021 2-4 pm the museum will host an opening exhibit for the Caddo Parish Talented Arts students - Project Talent. These are talented students who are seeking a career in the arts. It is usually one of the best attended openings with 400+ attending.

This was the 10th year for LSEM to host the Regional National History Day competition. Again, it was held virtually due to Cov-19. 6 of the 7 student projects from Shreveport placed in the state competition and will compete at the National Competition in June.

The staff is in the planning stages of hosting Archaeology Day at the museum this September. Ms. Shehee made a motion to accept Ms. Bryant’s report; seconded by Mr. Carmody. Voted and motion carries.

There are no **Board Vacancies and the Nominating Committee** didn’t meet.

**Old Business**: Mr. Carmody reported that the Cooperative Endeavor Agreement between the Friends and SOS has been signed and rental fees due to the state have been sent to Baton Rouge. (Copy attached). He went on to clarify that the museum rental fees shared and remitted to SOS/Baton Rouge go into a general fund, they are not held in an account just for LSEM. He also explained the difference between a Friends Board and a Museum Foundation.

Resolution to Friends passed 5/27/20 re: FF&E for Archives Building. Remaining items to be paid for and installed.

1. Furniture

2. Landscaping (bedding)

Planning for an organizational Workshop to be held during this summer for all museum board members and staff. Contacting a facilitator from Baton Rouge that has

 VI.   **New Business** Resolution to approve an Annual Budget 2022 for Exhibit and Educational programs. Proposed Budget Request for April - December, 2021. (copies attached). There was some discussion regarding what had already been requested. A more detailed budget request for exhibits and educational programs was passed out. There was a copy of a tree trimming quote passed out (attached) for $17,500.00 that was not included in the May 21/June 22 budget. Tree work needs to be done and ideally if it would be convenient if it was done at the same time the roof is being repaired.

Ann Mills made an amended motion for a resolution to include $2,000 for the Greening program and $17,500.00 for the tree trimming. Seconded by Jeff Girard; voted and motion carries.

Karen Logan gave a report from the April 29, 2021 Friends Board meeting.

**Governing Board** Chairman, Nell Shehee requested copies of the Friends Meeting Minutes from Jan., Feb. and April. She stated that copies of the Governing Board Meeting Minutes are sent/available to the Friends. The boards need to work together and be aware of the museum’s needs.

**SOS Museum System Director,** Thomas Carmody, Jr. reported on the Archives Building status. We are on the 5th Change Order that has increased the building costs to $1,696,095.00. The cost of roof ladders - $3,752.00, driveway supervision - $2,467.00, fencing and pad - $2,617.00, and the sprinkler system - $13,911.00 were all paid for by SOS. The building keys are to be turned over on June 1, 2021. He also mentioned that a plaque placed in the Archives building honoring the Friends support should be considered.

The State bids for a new museum roof have come in (bid sheet passed out). La. Roofing Contractors, LLC base bid of $98,350.00 was given the contract. They have 105 days to complete the project and work is to begin May 17 and be completed by August 30, 2021The museum will not have to close during construction. \* **Project was rebid due to price increases.**

 Mr. Carmody mentioned the Give for Good fundraising event during the past week. This was a missed opportunity for the Friends 501(c)3 to solicit donations to support the mission of LSEM and we should consider participating again next year. Ms. Logan stated that due to Covid-19 and other issues, that it fell through the cracks this year but the Friends plan on participating again.

Nell Shehee Adjourn

**NEXT MEETING – THURSDAY, SEPTEMBER 23, @ 12 NOON**