

MINUTES OF THE MEETING OF THE  
LOUISIANA STATE MUSEUM  
Irby/Finance Committee  
Monday, October 23, 2017  
10:00 a.m. – The Old U.S. Mint  
New Orleans, Louisiana

Members Present: Lee Felterman, Aleta Leckelt, Kevin Kelly,  
Lawrence Powell, Melissa Steiner and William  
Wilton, Carolyn Morris.

Members Absent: Rosemary Upshaw Ewing, Madlyn Bagneris

Also Present: Bill Cody, Robby Cangelosi, Julia George Moore,  
Trey Phillips

LSM Staff Present: Rennie Buras, Wade Levy, Yvonne Mack, Steven  
Maklansky, Maryann Miller and Bridgette  
Thibodeaux

A quorum was present.

**Call to Order**

Dr. Powell called the meeting to order at 10:15 am.

**Motion to Adopt the Agenda**

Will Wilton moved to adopt the agenda. Seconded by Kevin Kelly, the motion was **unanimously approved.**

**Motion to Adopt the Minutes**

Lee Felterman moved to adopt the Irby Finance Committee meeting minutes from September 18, 2017. Seconded by Kevin Kelly, the motion was **unanimously approved.**

**Irby Budget**

Rennie Buras presented the proposed Irby Budget for Fiscal Year 2017-18. The budget was discussed and reviewed. It was noted that the Irby financials coding were changed during FY 2016-17 to match the State General Fund coding. This means that all “object codes” which categorize the expenditures will be the same in both systems for a full fiscal year. Colonial Documents funding of \$40,000 is included in the budget provided (primarily as professional services). Additional Funding of \$35,000 for the Jazz Museum is included in the budget provided. Training/travel funding is increased this year when compared to last year’s budget. Aleta Leckelt recommended tourism conferences be attended to learn ways to help the Museum system increase its visitation.

Will Wilton moved to adopt the budget as presented and label it as Exhibit A. Seconded by Kevin Kelly, the motion was **unanimously approved**.

Major repairs and Capital Outlay proposals were discussed and reviewed. Exhibit B was presented as an exhibit regarding this topic. Robby Cangelosi explained the studies performed on Madame John's Legacy and the needs of the structure for preservation. While Facility Planning & Control funding will pay for the majority of the expenses, it is requested that Irby balances fund \$345,000 for this project. Dr. Powell asked how this amount will be reflected on next year's budget documents. Rennie Buras explained that if it is approved, because the amount is not included within the budget presented, it could potential result in a deficit for that one year. However, because Revenues are not definitive, that amount may be lessened, if not eliminated. Will Wilton moved to appropriate \$345,000 from the fund balance, addition to the fiscal budget amount, for major repairs to Madame John's Legacy. Seconded by Lee Felterman, the motion was **unanimously approved**.

#### **New Business:**

Dr. Powell nominates Wil Wilton to become chair of Irby Committee, replacing Julie Breitmeyer who has resigned from the board.

#### **Commercial leases**

With leases expiring early in 2018, Yvonne Mack explained that approval is needed to begin the process for RFP's, which is typically a four month process. She presented Exhibit C as the proposed minimum rent. Lee Felterman moved to adopt the minimum commercial rental rates as presented. Aleta Leckelt seconded. Further discussion occurred regarding the specifics of the process. A request is made that additional details regarding the process be provided.

#### **Public Comments**

A representative from The Little Toy Shop advised that the rent is only a portion of the payment. Potentially tenants pay a percentage of their sales.

Per Rennie Buras, the motion will not be acted upon, but a presentation will be given regarding the subject during the next board meeting.

#### **Adjournment**

Melissa Steiner moves to adjourn the meeting and Wil Wilton seconds. Meeting adjourns by unanimous vote at 11:42 a.m.