

**MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE OF THE
BOARD OF DIRECTORS OF THE LOUISIANA STATE MUSEUM (LSM)
NEW ORLEANS JAZZ MUSEUM AT THE OLD U.S. MINT
400 ESPLANADE AVENUE
THURSDAY, JUNE 26, 2025
11:30 AM**

MEMBERS PRESENT: Darryl Gissel, Florence Jumonville, Malcom Hodnett, Mary Coulon, Sandy Shilstone, Wendy Lodrig.

MEMBERS ABSENT: Karl Connor, Julio Guichard.

LSM STAFF PRESENT: Cody Scallions, Damond Francois, Jeff Anding, Nicole Coleman.

OTHERS PRESENT: N/A

A quorum was present.

- 1. Call to Order** – Wendy Lodrig called the meeting to order at 11:43 a.m.
- 2. Adoption of the Agenda** –Wendy Lodrig requested a motion to adopt the agenda. **Darryl Gissel motioned to adopt the agenda. Malcom Hodnett seconded. Motion passed unanimously.**
- 3. Adoption of Minutes from the March 15, 2025 meeting** – **Darryl Gissel motioned to adopt the minutes. Malcolm Hodnett seconded. Motion passed unanimously.**
- 4. Chairman’s Report**
 - a) Wendy Lodrig discussed committee assignments. Florence Jumonville is currently serving as chair of Collections and will continue in that role. Tiffany Adler, Mary Coulon, and Courtney LeBlanc will serve as members of the Collections Committee.
 - b) Irby Finance Committee – Darryl Gissel will remain as chair of Irby Finance. Thelma French, and Wendy Lodrig are members of the committee. Additional board members will be asked and confirmed.
 - c) Architectural Review Committee - Malcom Hodnett is the chair of Architectural Review with Phillip Albert also serving on this committee. Additional board members will be asked and confirmed.
 - d) Education Committee – Suzanne Perlis agreed to serve as chair of the Education committee. She was unable to join us today because she was out of town. Lisa Ballay was asked to join the committee and has agreed to serve. An additional board member will be asked and confirmed.
 - e) Governance Committee – R. Duncan Brown expressed interest in serving on the committee. Mary Coulon has agreed to serve the two committees, Collections and Governance. Benjamin Dupuy is also a member of the governance committee, and an additional board member will be asked and confirmed.

- f) Executive Committee – Wendy Lodrig serves as committee chair. Karl Connor (LA Civil Rights), Darryl Gissel (Treasurer), Malcom Hodnett (Architectural Review), Florence Jumonville (Collections), Suzzane Perlis (Education), Sandy Shilstone (Secretary), and R. Duncan Brown (Governance) are also appointed to Executive Committee.
- g) Julio Guichard has not been assigned to a committee at this time. Becky Mackie will follow up with him regarding the committee. The Vice Chair is currently vacant.

5. Director's Report

Hurricane Katrina Refresh Update – Becky Mackie provided a brief update on Presbytere's Katrina Exhibit Refresh. Maintenance staff have completed demolitions in galleries one and four where significant upgrades will be made. Painting, lighting, exhibit panel redesign, and flooring are all underway.

The Solomon Group is working in partnership with the curatorial team to produce a new film for the Storm Theater. A first draft of the film script is in review, and approximately 60 % of the visual clips have been selected to align with the narration.

The panels for the final gallery will be redesigned. This gallery focuses on building better and smarter systems of coastal protection, flood control and community resilience. The graphics and animation for the wind chamber are in design. The team is organizing a 2-hour symposium or panel discussion as part of the opening events for the morning of the 29th which will be hosted at Le Petit Theater.

A donor preview open house is planned for August 28th, and a small number of community high school students will be invited to the preview day and the following day's symposium. After a morning of media interviews, a ribbon cutting will take place on the morning of the 29th, followed by the panel discussion at Le Petit Theater.

6. Irby/Finance

Commercial Update – Signage options for the Museum Ticketing Center were presented by Jeff Anding. Discussion centered around using the State Museum fleur de lis logo with purple instead of a generic fleur de lis and blue. Members discussed additional signage, such as an exterior sandwich board, utilizing the windows, and interior exhibits, panels and monitors that would promote the various museums offering tickets through the center which will be managed by Friends of the Cabildo. WWII Museum plans to provide staff to sell tickets as well and has offered to showcase a small artifact display. **Darryl Gissel motioned to adopt option one for the exterior sign with the change to the State Museum logo and purple. Florence Jumonville seconded the motion, and it was unanimously approved.**

Becky Mackie updated the committee on the lease for 537 St. Ann which was executed with rent starting September 1st. Maintenance has started work with the tenant and develop cost estimates. Bids were received for work the committee previously approved, including flooring (\$9,875) and painting (\$9,765). Estimates are not yet available to bring the bathroom up to code and for the A/C unit that is in the courtyard to relocate to the roof. The Irby Finance Committee approved a budget of up to \$50,000.

Sandy Shilstone motioned for a budget not to exceed \$50,000 for all agreed upon improvements. Malcolm Hodnett seconded the motion, and it was unanimously approved.

The Attorney General requested the following change to the lease for Little Toy Shop under the section titled Choice of Law and Courts: Currently reads – This Lease shall be construed and enforced in accordance with the laws of the State of Louisiana and the courts located in the State of Louisiana, either State or Federal, shall have sole jurisdiction over this Lease. The state requested the reference to federal courts be removed. Earlier today, the Irby Committee approved the change with an adjustment that reads “in accordance with the laws of the State of Louisiana and state courts”. **Darryl Gissel motioned to make the addendum to the lease for Little Toy Shop as approved by the Irby Finance Committee. Florence Jumonville seconded the motion, and it was unanimously approved.**

Becky Mackie stated the chiller project at the Presbytere, which is being funded with \$175,000 from the current fiscal year’s major repairs budget, went through the public bid process with a best price of \$229,000. An additional \$25,000 from the current operating budget which was not spent on a ticketing system, can be applied to cover part of the cost overage and the Irby Finance Committee approved funding the remaining \$29,000 gap. **Sandy Shilstone motioned to approve covering the funding gap of \$29,000 for the chiller replacement from the Irby Trust. Malcolm Hodnett seconded the motion, and it was unanimously approved.**

Residential Updates – Becky Mackie reviewed vacancies, all of which are currently on the third floor, and indicated that staff are showing those units. Management received notification of an upcoming vacancy at 807 Decatur. July 1st leases have been sent to the tenants.

Wendy Lodrig requested a motion to amend the agenda, specifically under the item “I”, to add the following:

- ii. Little Toy Shop Addendum +
- iii. Property Management +

Sandy Shilstone motioned to amend the agenda. Florence Jumonville seconded the motion, and it was unanimously approved.

Property Management Proposals – Legal staff at State Parks reviewed the proposals received in response to the Request for Information and provided summaries which were sent to the committee prior to today’s meeting. Two of the submissions did not address all of the items required, especially for the Schedule of Values which was a critical component included in the RFI to understand the various costs of trade professionals who would support maintenance at the property. The director and the Irby Finance Committee agree with the recommendation from legal to move into negotiations with McEnery. Items of note from that proposal were highlighted, including:

- Partnership with C&G Construction provides a deep bench of support for maintenance and capital project needs.
- Extensive experience with historical properties and the VCC
- Interesting ideas, such as vintage elevator – ROI could be very high
- Good that they proposed carpentry and painting under \$5k to be handled inhouse
- Having the lease commission apply to the initial term on commercial units is good. Need to negotiate a cap on residential, perhaps the first 3 years.
- Negotiate the capital project fee percentage, possibly for \$50k or higher projects
- Need to understand a comment about revenue sharing structure

Darryl Gissel motioned to move forward with negotiations with McEnergy. Malcolm Hodnett seconded the motion, and it was unanimously approved.

Financial Statements Review – Becky Mackie presented the Irby Income Statement and Balance Sheet. Total rental income is forecasted to be 107% of budget, \$1,935,000 compared to \$1,813,000. Residential income represents the most notable increase. Interest income is projected to be roughly \$156,000. The Irby Finance Committee had a discussion regarding the purchase of a CD and approved the transfer of \$750,000 from the \$1.7 million checking account balance into a 90-day CD. **Darryl Gissel motioned to move \$750,000 into a 90-day CD, Sandy Shilstone seconded the motion, and it was unanimously approved.**

Adopt FY25/26 Irby Budget – Rental and residential income is budgeted with a slight increase over FY25 projections, with the expectation that the property management company will continue leasing the remaining vacancies. The Irby Finance Committee approved a request from the director to increase the draft payroll number by \$100,000 in anticipation of fewer vacancies next fiscal year. The CAM fees have increased to nearly two and a half times their previous amount based on previous costs. **Darryl Gissel motioned to approve the budget with an increase in the drafted payroll costs by \$100,000. Florence Jumonville seconded, and it was unanimously approved.**

Update on Irby Policy and Procedure Manual – Becky Mackie noted that while no action will take place today, she wanted to inform the Executive Committee that there are three Policy and Procedure Manuals which she is reviewing, Commercial, Residential and Administrative. Her goal is to update each policy manual and to submit proposed updates to the Irby Finance Committee for feedback and consideration. The commercial policy manual was redlined and sent to the Irby Finance Committee for feedback at their next meeting.

7. Louisiana Civil Rights Advisory Board

Karl Connor was absent: Becky Mackie added that the Civil Rights Advisory Board is working to identify a board chair.

8. Old Business

Wendy Lodrig inquired whether the Director's position had been officially approved by the Governor. Becky Mackie responded that she was unsure if the bill had been signed but confirmed that it had passed.

Regarding SB210 – the focus is on reviewing the policy manuals to incorporate significant updates, offering suggested edits, and presenting them to the committee to ensure they accurately reflect current needs.

Sandy Shilstone asked about the AAM reaccreditation process. Becky Mackie explained that Stephen Maklansky is diligently updating the online submission. She noted that she is reviewing the individual components and providing feedback and financial data. The submission must be finalized and submitted by Tuesday.

9. New Business

Staffing Updates – Cody Scallions has been promoted to Deputy Assistant Secretary. Jennae Biddescombe, currently the Branch Director at the Louisiana Sports Hall of Fame in Natchitoches, is being promoted to the Regional Museum Director in Baton Rouge. The Budget Manager, Angela Thibodeaux has accepted another position within the State, and interviews for her replacement are scheduled for next week. Nicole Coleman has joined us as our new Executive Assistant; she worked alongside Andrew prior to his departure. Lastly, Yvonne Mack has announced her retirement. Her position description is currently being updated so that recruitment can begin.

A walkthrough of Madame John's Legacy was made available to committee members, and all board members were previously invited to join the tour, which immediately followed the meeting.

10. Public Comments – No public comments

11. Adjourn – Meeting adjourned at 12:39 PM

Minutes Accepted



Sandra Shilstone, Secretary