

New Orleans Municipal Yacht Harbor Management Corporation

MINUTES OF THE BOARD OF DIRECTORS MEETING

March 14, 2011

6:30 p.m.

First Baptist Church, 5290 Canal Boulevard, New Orleans, Louisiana

1. Warner Tureaud, President, called the meeting to order and requested a roll call by Ashlyn Graves.

2. **Board of Directors Present:**

Pat Bell
Doug Cunningham
Stephen Daste
Charlie Eshleman
Ashlyn Graves
Michael Liebaert
Alva See
Ric Smith
Warner Tureaud

Board of Directors Absent:

John Manard
Jennifer Medley

A quorum was present.

The following amendments to the published agenda were proposed by a motion made by Mr. Eshleman seconded by Mr. See: defer action items #2, 3, 4, 6, 7, & 8 and to table Action Item #9.

On a motion by Mr. Bell, seconded by Mr. Manard, the Board approved a motion to suspend the approval of minutes from previous meetings.

Action Items:

Action Items 2, 3, 4, 6, 7, & 8 were deferred, Action Item 9 was tabled.

1. **Election of Officers:** On a motion by Mr. See, seconded by Mr. Smith, the board voted unanimously to approve the slate of officers proposed by the nominating committee. New Officers: Warner Tureaud (President), Ashlyn Graves (Vice President), Doug Cunningham (Treasurer) and John Manard (Secretary).
5. **Resolution:** On a motion made by Ms. Graves and seconded by Mr. Cunningham, the board voted unanimously to approve the retention of Brooks Marine Group, Inc., a national executive search firm, to work with MYHMC in the process of retaining an Executive Director.
10. **Resolution:** On a motion by Mr. Liebaert, seconded by Mr. See, the board voted unanimously to approve discussions with FEMA as to mooring pilings study.
11. **Resolution:** On a motion by Mr. Smith, seconded by Mr. Cunningham, the board voted unanimously to approve the framework as to how to proceed with the master planning process. Mr. See would like to state for the record that he would hope this process will be full and open to all architectural/planning firms and not just those listed in Exhibit A.
12. **Resolution:** On a motion by Mr. See, seconded by Mr. Smith, the board voted unanimously to approve a resolution authorizing its Treasurer to write off any single accounts receivable, outstanding for more than 12 months, balance of \$25.00 or less at his or her discretion when he or she determines that further pursuit of such balance is unwarranted under the circumstances.

Monthly Financial Report:

deferred

Information & Discussion Items:

Pat Bell discussed a “quorum” and whether or not this board has been acting properly. It was determined that ex-officio members do not count toward a quorum so a quorum for this board would be 8 voting members.

1. FEMA claims report. (Mr. Tureaud) Sizeler Thompson Brown, Jim Tideman, and Construction Solutions International should have a report for the board soon.
2. Report on slip leases for March 2011 to March 2012. (Mr. Tureaud) Leases are reconducting. City is looking at all contracts, etc. and will either approve leases or give us new ones.
3. Status of office space for MYHMC staff. (Mr. Tureaud) MYHMC office is temporarily located at Sizeler Thomspon Brown. Goal is to be back in our office by April 1.
4. Report on restoration of the Administration Building. (Mr. Liebaert) Structural engineer found cracks in ceiling, mold in walls. Trying to get change order approved. Plan is to have everything finished by the end of March.
5. Report on security guard company Invitation for Bids. (Mr. Tureaud) Will look at bids, who is the lowest and accept or not. If not, we must state why.
6. Report on the establishment of a Finance Committee and the process that the Finance Committee has under way with respect to (i) the Rolling Five Year Financial Model and (ii) establishing milestones as to new debt. (Cunningham, Daste and Smith) Established a go forward process, through a public meeting, to determine what new debt will we have, what are actual construction costs that will FEMA not reimburse us for? Currently putting together a financial model with Erikson Krentel. Will acquire someone to do market research for projecting future finances. In the process of identifying firms with experience to do this type of market research.
7. Report on status of boathouse rent waiver (Katrina to 12/31/2006). (Mr. Tureaud) Working with Atty. General to determine when rent should have been charged again after Hurricane Katrina. We cannot just give away public property or money.
8. Status of power issues in connection with Manana. (Mr. Tureaud) MYHMC hired an electrician to make a recommendation to Mr. Howell on how he can bring his stuff up to code. He was given 45 days to do this. Mr. Howell will meet with Wayne Bloom to reconcile any money owed to MYHMC.
9. Report on the most recent monthly call with Assistant City Attorney Bob Rivers. (Mr. Tureaud)
10. The First Baptist Church, where MYHMC has been holding Board and committee meetings for two years and will continue to in 2011, incurs expenses by virtue of their generosity in making the space, coffee and occasional overtime available. Anyone who wishes to participate in making a donation of private, not public, money as a contribution to them in thanks for their generosity will be given an opportunity to do so. (Mr. Tureaud) If anyone wishes to donate please see Ric Smith.
11. Revisions to MYHMC Accounting Policy and Procedure Manual. Finalization cannot be accomplished until the contracting processes review by Bob Rivers is concluded. (Mr. Cunningham) Nothing major since last vote. Waiting for Bob Rivers for final approval.

12. Report on developing an Employee Handbook and Personnel Policies. (Mr. Tureaud) Should have something by mid-April. Must comply with civil service.
13. Discussion about public records request from Mr. Mike Perlstein of WWL-TV on copies of all boathouse and slip leases on tenants. (Mr. Tureaud) This request was made and we complied. Just wanted to let the board know.
14. Illegal parking on the grassy area on Breakwater Drive. (Kerry Cuccia) This is a persistent problem. Residents put up signs and now need new signs. City parking will come put up signs and issue parking tickets.

Adjournment: On a motion properly made and seconded, the Board voted unanimously to adjourn at 8:30 pm.