

Terrebonne ARC  
BOARD OF DIRECTORS MEETING  
Tuesday, July 12, 2016

Tracy Schwab, President, called the meeting **to order**, at 6:30 p.m. in TARC's Administration Building, Conference Room #3.

Upon roll call, the Board of Directors recorded as present were: Tracy Schwab, Della Hotard, Karen Chauvin, Donell Donaldson, Dr. Ruthanne Gallagher, Richard Watkins, and Lindsay Ocker, Client Representative. Board members reported as absent were: Mike Allemand Marie LeBlanc, and Larry Pete. **A quorum was present.** Staff present were: Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Tiffany Brunet, Bobby Roddy, Erica Pellegrin, Ericka Wolfe and Rodger Shelton.

Mary L. Bisland led the group in **prayer**, followed by the **pledge** by Lindsay Ocker. Tracy Schwab **installed** Richard Watkins as a Board Director.

**Approval of the Agenda**-Karen Chauvin moved, seconded by Della Hotard, to approve the agenda. Motion carried.

**Public to be Heard**- There was no public to be heard.

**Secretary's Report**-Karen Chauvin presented the Board of Directors report of June 14, 2016.

Della Hotard moved, seconded by Donell Donaldson, to accept the Board of Directors report of June 14, 2016. Motion carried.

**President's Report**- Karen Chauvin moved, seconded by Della Hotard, to excuse the absence of Marie LeBlanc and Larry Pete. Motion carried.

Tracy Schwab presented information from the Nonprofit Board Report about Social Media. Erica Pellegrin reported on the types of social media TARC uses. She reported that TARC is on Facebook, Pintrest, YouTube and Twitter. Tracy Schwab requested that Board members share items that TARC posts on social media.

**Organizational Chart Changes**-Mary L. Bisland presented an Organizational Chart change to change the classification of the Yard Crew DSW's to Job Coaches.

Dr. Ruthanne Gallagher moved, seconded by Donell Donaldson, to accept the changes to the organizational chart. Motion carried.

Deanna Zeringue presented a revision to the **Purchasing Policy**. The Purchase requisitions will be changed from a four part form to a two part form.

Dr. Ruthanne Gallagher moved, seconded by Della Hotard, to accept the revision to the Purchasing Policy. Motion carried.

**Executive Director's Report**- the Directors present reported on their Departments.

**Committee Reports:**

Deanna Zeringue presented the **Finance Committee Report** of July 12, 2016.

Karen Chauvin moved, seconded by Dr. Ruthanne Gallagher, to accept the Finance Committee Report of July 12, 2016. Motion carried.

Lindsay Ocker presented the **Client Representative Report** of July 12, 2016.


Karen Chauvin moved, seconded by Della Hotard, to accept the Client Representative Report of July 12, 2016. Motion carried.

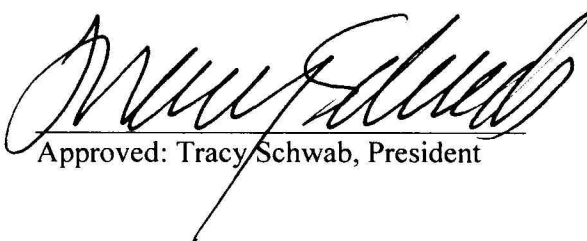
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Della Hotard moved, seconded by Dr. Ruthanne Gallagher to **adjourn**. Motion carried. The meeting adjourned at 7:30 p.m.

Respectfully Submitted,

  
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Karen Chauvin, Secretary

  
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Patricia Chauvin, Custodian of TARC records  
Meeting tapes will be kept on file for six (6) years

  
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Approved: Tracy Schwab, President