

Terrebonne ARC
BOARD OF DIRECTORS MEETING
Tuesday, January 9, 2018

Tracy Schwab, President, called the meeting **to order**, at 6:30 p.m. in TARC's Administration Building, Conference Room #1 and #2.

Upon roll call, the Board of Directors recorded as present were: Tracy Schwab, Karen Chauvin, Donell Donaldson, Marie LeBlanc, and Richard Watkins. Board members recorded as absent was: Dr. Ruthanne Gallagher, Della Hotard, Mike Allemand, Larry Pete, and Phillip Bourgeois, Client Representative. **A quorum was present.** Staff present were: Patricia Chauvin, Deanna Zeringue, Tiffany Brunet, Bobby Roddy, and Ericka Wolfe. Others present were: Dan Toepfer and Katie Bourgeois.

Tracy Schwab led the group in **prayer**, followed by the **pledge**.

Approval of the Agenda-Karen Chauvin moved, to amend the agenda to add the Financial Statements for the end of November 2017 and amend the budget for security cameras.

Roll call vote: Tracy Schwab-yes, Karen Chauvin-yes, Marie LeBlanc-yes, Donell Donaldson-yes, and Richard Watkins-yes. The roll call vote was unanimous.

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

Dan Toepfer and Katie Bourgeois with Bourgeois Bennett, CPA's presented the **Audited Financial statements for the year ended June 30th, 2017**. There were no material weaknesses, compliance finding materials or significant deficiencies.

Karen Chauvin moved, seconded by Donell Donaldson, to accept the Audited Financial Statements for the period ending June 30, 2017. Motion carried.

Deanna Zeringue presented the **Financial Statements** for the period ending November 30, 2017.

Karen Chauvin moved, seconded by Richard Watkins, to accept the Financial Statements for the period ending November 30, 2017. Motion carried.

Tiffany Brunet presented quotes for a budget amendment for security cameras at Cedar Chest East and Cedar Chest West.

Richard Watkins moved, seconded by Marie LeBlanc to amend the budget for 13,500.00 to install security cameras at Cedar Chest East and Cedar Chest West. Motion carried.

Secretary's Report-Karen Chauvin presented the Board of Directors report of December 12 2017.

Marie LeBlanc moved, seconded by Donell Donaldson, to accept the Board of Directors report of December 12, 2017, as presented. Motion carried.

President's Report:

Deanna Zeringue presented information on Ethics training. Board members, Directors and certain staff positions currently do the online training through the State of La. Due to our contract with the Parish all Board members and employees must do the online Ethics training.

The date of the February Board and Finance Committee meetings needs to be changed due to TARC being closed on February 13th.

Richard Watkins moved, seconded by Donell Donaldson, to re-schedule the meetings to February 6, 2018. Motion carried.

Marie LeBlanc moved, seconded by Karen Chauvin to excuse the absence of Larry Pete, Della Hotard and Dr. Ruthanne Gallagher. Motion carried.

Executive Directors Report- The Department Directors present reported on their departments. A report from the Architect dated January 9, 2018, on the progress of Cajun Confections Bakery, was reviewed.

Committee Reports:

There was no Finance Committee meeting due to not having a quorum.

In the absence of Philip Bourgeois, Karen Chauvin presented the **Client Representative Report** of January 9, 2017.

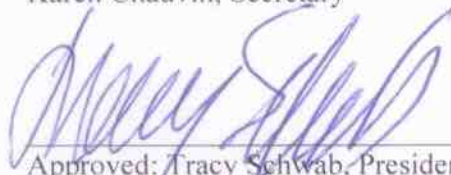
Marie LeBlanc moved, seconded by Richard Watkins, to accept the Client Representative Report of January 9, 2018. Motion carried.

Marie LeBlanc moved, seconded by Donell Donaldson, to **adjourn**. Motion carried. The meeting adjourned at 7:55 p.m.


Respectfully Submitted,



Karen Chauvin, Secretary



Approved: Tracy Schwab, President



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

