

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

Larry Pete, 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: Larry Pete, Della Hotard, Donell Donaldson, Mike Allemand, Karen Chauvin, Tracy Schwab, and Herman McElroy, Client Representative. Board members recorded as absent were: Dr. Ruthanne Gallagher, Richard Watkins and Dr. Stephen Morgan. **A quorum was present.** Staff present were: Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Tiffany Brunet, Bobby Roddy, Erica Pellegrin and Ericka Wolfe.

Mary L. Bisland led the group in **prayer**, followed by the **pledge** by Herman McElroy.

Approval of the Agenda-Della Hotard moved, to amend the agenda by adding the minutes of the Building & Sites Committee meeting of January 7, 2016 and putting it under the Committee reports. Roll call vote: Larry Pete-yes, Della Hotard-yes, Donell Donaldson-yes, Mike Allemand-yes, Karen Chauvin-yes, and Tracy Schwab-yes. The roll call vote to amend the agenda was unanimous. There was no public to be heard on the amendment to the agenda.

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

Staff Recognitions-There was no Staff recognitions.

Deanna Zeringue presented the **Audited Financial Statements** for the period ending June 30, 2015.

Tracy Schwab moved, seconded by Karen Chauvin, to accept the Audited Financial Statements for the period ending June 30, 2015. Motion carried.

Secretary's Report-Donell Donaldson presented the Board of Directors report of December 8, 2015.

Della Hotard moved, seconded by Karen Chauvin, to accept the Board of Directors report of December 8, 2015. Motion carried.

President's Report-Larry Pete reviewed the December 2015 Nonprofit Board Report for **Board Development.**

Mike Allemand moved, seconded by Karen Chauvin, to **cancel the February 9, 2016 Board of Directors Meeting** and if any Board action is needed the Executive Committee will convene. Motion carried.

Mike Allemand moved, seconded by Tracy Schwab, to accept the **resignation** of Dr. Stephen Morgan. Motion carried.

Tracy Schwab moved, seconded by Karen Chauvin, to accept the **excused absence** of Dr. Ruthanne Gallagher. Motion carried.

Tiffany Brunet requested an **Organization Chart change**, to replace a current Food Tech position in the Country Store, with a Project Coordinator.

Tracy Schwab moved, seconded Karen Chauvin, to accept the Organizational Chart change. Motion carried.

Deanna Zeringue read the following resolution:

RESOLUTION

RESOLVED, by the Board of Directors of Terrebonne ARC (the "Corporation") that the Corporation enter into, execute and deliver an agreement with NANO, LLC for architectural services for the design, bidding and construction of the proposed new TARC Cafe.

RESOLVED, that Mary Lynn Bisland, Executive Director, is authorized, directed and empowered for and on behalf of the Corporation to perform such acts and to execute such documents containing such terms and conditions as she in her discretion deem wise and proper in order to effectuate the Architectural Services Agreement.

SECRETARY'S CERTIFICATE

I, secretary of Terrebonne ARC, certify that the foregoing Resolution was adopted by the Board of Directors of the Corporation at a meeting thereof held on January 12th, 2016, at which meeting a quorum was present and voting throughout. I further certify that the Resolution remains in full force and effect without change or modification. Donell Donaldson, Secretary

Mike Allemand moved, seconded by Karen Chauvin, to accept the **resolution to sign the contract with the Architect**. Motion carried.

Executive Directors Report-Department Directors at the meeting updated the Board on their Departments. Bobby Roddy distributed the Executive Directors evaluation. The evaluations need to be turned in by February 19, 2016.

Committee Reports:

Mike Allemand presented the **Finance Committee Report** of January 12, 2016.

Karen Chauvin moved, seconded by Tracy Schwab, to accept the Finance Committee Report of January 12, 2016. Motion carried.

Mike Allemand presented the **Building & Sites Committee Report** of January 7, 2016.

Donell Donaldson moved, seconded by Tracy Schwab to accept the Building & Sites Committee Report of January 7, 2016. Motion carried.

Herman McElroy presented the **Client Representative Report** of January 12, 2016.

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

Mike Allemand moved, to go into **Executive Session** to discuss EEOC #461-2016-00164. Roll Call Vote to go into Executive Session: Larry Pete-Yes, Della Hotard-Yes, Donell Donaldson-Yes, Mike Allemand-Yes, Karen Chauvin-Yes, and Tracy Schwab-Yes.


Let the record show that the vote to go into Executive Session was unanimous. Motion carried.

Della Hotard moved, seconded by Donell Donaldson, to go back into regular session. Motion carried.

Karen Chauvin moved, seconded by Tracy Schwab to give the Executive Director and the Human Resources Director the authority to negotiate up to the amount discussed during Executive Session for EEOC #461-2016-00164. Motion carried.

Mike Allemand moved, seconded by Tracy Schwab to **adjourn**. Motion carried. The meeting adjourned at 7:30 p.m.

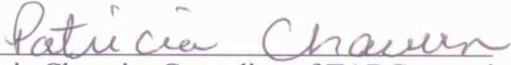
Respectfully Submitted,


Donell Donaldson, Secretary

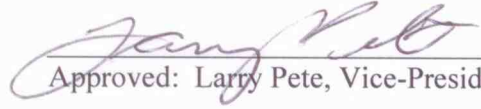
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Patricia Chauvin, Custodian of TARC records
Meeting tapes will be kept on file for six (6) years



Approved: Larry Pete, Vice-President