

Terrebonne ARC
BOARD OF DIRECTORS MEETING
Tuesday, October 10, 2017

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, Dr. Ruthanne Gallagher, Karen Chauvin, Della Hotard, Mike Allemand, Donell Donaldson, Marie LeBlanc, Richard Watkins, and Phillip Bourgeois, Client Representative. Board members recorded as absent was: Larry Pete. **A quorum was present.** Staff present were: Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Tiffany Brunet, Bobby Roddy, Erica Pellegrin, Rodger Shelton, Ericka Wolfe, Hillary Patton, Trudy Bergeron, Alison Ordoyne, Darlene Verret, and Monica Chauvin. Others present was: Gene Bergeron.

Mary L. Bisland led the group in **prayer**, followed by the **pledge** by Philip Bourgeois.

Approval of the Agenda-Dr. Ruthanne Gallagher moved, to amend the agenda to discuss granting the servitude at 411 Gabasse Street to AT&T.

Roll call vote: Tracy Schwab-yes, Dr. Ruthanne Gallagher-yes, Karen Chauvin-yes, Della Hotard-yes, Mike Allemand-yes, Donell Donaldson-yes, Marie LeBlanc-yes, and Richard Watkins-yes. The roll call vote was unanimous.

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

Staff Recognitions-Erica Pellegrin explained the procedures that are used to nominate and vote for the annual staff awards.

Mary L. Bisland introduced the award winners. Monica Chauvin, is TARC's, 2017 Professional of the Year. The recipient of the 2017 Employee of the Year award is Trudy Bergeron. And, the 2017 Direct Support Worker of the Year is Hilary Patton. Darlene Verret, who is a Bus driver, was given a Commendation for her professional driving skills.

Alison Ordoyne presented the **1st and 2nd quarter outcome** reports.

Karen Chauvin moved, seconded by Dr. Ruthanne Gallagher, to accept the 1st quarter and 2nd quarter outcomes reports. Motion carried.

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

Marie LeBlanc moved, seconded by Della Hotard, to accept the Board of Directors report of September 12, 2017, with the correction. Motion carried.

Mary L. Bisland requested approval to hire an **Architect to design the Country Store**. The Building and Sites Committee will meet to discuss hiring an Architect. The meeting was scheduled for October 18, 2017 at 7:30 a.m.

Title VI of the Civil Rights Act Policy was presented for approval by Rodger Shelton.

Dr. Ruthanne Gallagher moved, seconded by Karen Chauvin to accept Policy #II-13 Title VI of the Civil Rights Act Policy. Motion carried.

President's Report: TARC is now using the Remind application to contact families, staff and clients, as a group. A class was set up for the Board of Directors to be contacted, as well.

A **Policy Committee meeting** is scheduled for October 30, 2017 at 8:00 a.m.

Karen Chauvin moved, seconded by Marie LeBlanc, to **excuse** the absence of Larry Pete. Motion carried.

Executive Directors Report- The Department Directors present reported on their departments. Mary L. Bisland reported that TARC won Service Provider of the Year from the Governors awards.

A surveyor who works for **AT&T** is requesting a 10X13 foot servitude at our property on 411 Gabasse Street. Tracy Schwab will review the contract.

Dr. Ruthanne Gallagher moved, seconded by Karen Chauvin to give Mary L. Bisland the authority to sign the contract. Motion carried.

Committee Reports:

Deanna Zeringue presented the **Finance Committee Report** of October 10, 2017.

Karen Chauvin moved, seconded by Dr. Ruthanne Gallagher, to accept the Finance Committee Report of October 10, 2017. Motion carried.

Philip Bourgeois presented the **Client Representative Report** of October 10, 2017.

Mike Allemand moved, seconded by Dr. Ruthanne Gallagher, to accept the Client Representative Report of October 10, 2017. Motion carried.

Mike Allemand moved, to go into **Executive Session** to discuss Civil Action No: 17-00041.

Roll Call Vote to go into Executive Session: Tracy Schwab-yes, Dr. Ruthanne Gallagher-yes, Della Hotard-yes, Mike Allemand-yes, Donell Donaldson-yes, Marie LeBlanc-yes, and Richard Watkins-yes.

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


Mary L. Bisland, Patricia Chauvin and Deanna Zeringue were present for the Executive Session.

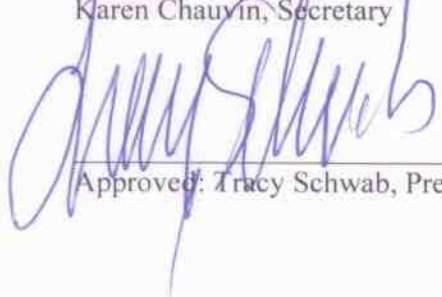
Marie LeBlanc moved, seconded by Karen Chauvin, to go back into regular session. Motion carried.

Dr. Ruthanne Gallagher moved, seconded by Mike Allemand to **adjourn**. Motion carried. The meeting adjourned at 7:45 p.m.

Respectfully Submitted,


Karen Chauvin, Secretary


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


Approved: Tracy Schwab, President