

Terrebonne ARC
BOARD OF DIRECTORS MEETING
Tuesday, December 12, 2017

In the absence of Tracy Schwab, President, Dr. Ruthanne Gallagher, Vice-President, called the meeting **to order**, at 6:30 p.m. in TARC's Cafeteria.

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

Mary L. Bisland led the group in **prayer**, followed by the **pledge** by Della Hotard.

Approval of the Agenda-Karen Chauvin moved, seconded by Marie LeBlanc, accept the agenda. Motion carried.

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

Staff Recognitions-There was no Staff Recognitions.

Secretary's Report-Karen Chauvin presented the Board of Directors report of November 14, 2017.

Marie LeBlanc moved, seconded by Mike Allemand, to accept the Board of Directors report of November 14, 2017. Motion carried.

President's Report: Board Development-a handout was given to the Board of Directors on providing financial oversight.

Karen Chauvin moved, seconded by Della Hotard, to excuse the absence of Larry Pete. Motion carried.

Dr. Ruthanne Gallagher presented **policy #4-03**, Paydays.

Della Hotard moved, seconded by Donell Donaldson, to accept policy #4-03, Paydays. Motion carried.

Rodger Shelton presented the **LADOTD Project Assurance** signature page.

Karen Chauvin moved, seconded by Donell Donaldson, to authorize Tracy Schwab to sign the LADOTD Project Assurance. Motion carried.

Deanna Zeringue presented a change to the **Organization Chart**. The new position will be an IT-Tech/Clerk.

Richard Watkins moved, seconded by Karen Chauvin, to accept the new position. Motion carried.

Executive Directors Report- Mary Lynn Bisland brought the Gold award that TARC received from the Governor Office on Disability Affairs. TARC is very excited to receive this award.

A report from the Architect, on the progress of Cajun Confections Bakery, was reviewed.

The Department Directors present reported on their departments.

Committee Reports:

Deanna Zeringue presented the **Finance Committee Report** of December 12, 2017.

Karen Chauvin moved, seconded by Della Hotard, to accept the Finance Committee Report of December 12, 2017. Motion carried.

Della Hotard presented the **Client Representative Report** of December 12, 2017.

Karen Chauvin moved, seconded by Donell Donaldson, to accept the Client Representative Report of December 12, 2017. Motion carried.

Karen Chauvin moved, to go into **Executive Session** to discuss Civil Action #17-0041 and EEOC #461-2017-00804.

Roll Call Vote to go into Executive Session: Dr. Ruthanne Gallagher-yes, Karen Chauvin-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, Deanna Zeringue and Bobby Roddy were present for the Executive Session.


Richard Watkins moved, seconded by Mike Allemand, to go back into regular session. Motion carried.

Richard Watkins moved, seconded by Mike Allemand to **adjourn**. Motion carried. The meeting adjourned at 7:15 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