

Terrebonne ARC
BOARD OF DIRECTORS MEETING
Tuesday, September 12, 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, Karen Chauvin, Dr. Ruthanne Gallagher, Della Hotard, Mike Allemand, Donell Donaldson, Richard Watkins, and Phillip Bourgeois, Client Representative. Board members recorded as absent were: 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, Rodger Shelton, and Ericka Wolfe. Others present was: Houston Lirette.

Della Hotard led the group in **prayer**, followed by the **pledge** by Philip Bourgeois.

Approval of the Agenda-Karen Chauvin moved, to amend the agenda to add Houston Lirette to the agenda to present the bids for Cajun Confections.

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

Houston Lirette presented the low bid for the construction of **Cajun Confections**. There were six Companies that turned in bids. The low bid was M & H Builders, with a base bid of \$1,103,000. The three alternates were for the metal roof at 19,500., brick pavers and concrete retaining wall at 26,000. and site lighting at 15,200. The total bid including the three alternatives is 1,160,700.

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

Secretary's Report-Karen Chauvin presented the Board of Directors report of August 8, 2017.

Della Hotard moved, seconded by Mike Allemand, to accept the Board of Directors report of August 8, 2017. Motion carried.

President's Report: Tracy Schwab reviewed a Checklist of Board Roles and Responsibilities, for this month's **Board Development**.

Tracy Schwab presented the Board Members Self-Assessments for review.

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

Executive Directors Report- The Department Directors present reported on their departments.

Committee Reports:

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

Karen Chauvin moved, seconded by Dr. Ruthanne Gallagher, to accept the Finance Committee Report of September 12, 2017. Motion carried.

Philip Bourgeois presented the **Client Representative Report** of September 12, 2017.

Della Hotard moved, seconded by Karen Chauvin, to accept the Client Representative Report of September 12, 2017. Motion carried.

Mike Allemand moved, to go into **Executive Session** to discuss a Client's eligibility.

Roll Call Vote to go into Executive Session: Tracy Schwab-yes, Karen Chauvin-yes, Mike Allemand-yes, Donell Donaldson-yes, Dr. Ruthanne Gallagher-yes, Della Hotard-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 Tiffany Brunet were present for the Executive Session.

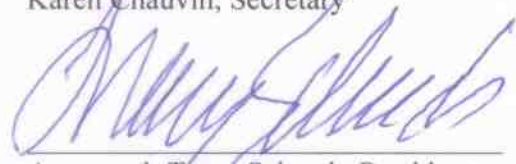
Della Hotard moved, seconded by Karen Chauvin, to go back into regular session. Motion carried.

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

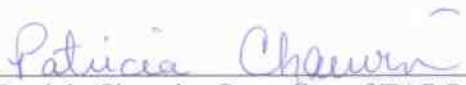
Respectfully Submitted,



Karen Chauvin, Secretary



Approved: Tracy Schwab, President



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