

Terrebonne ARC  
Finance Committee Meeting  
Tuesday, March 8, 2016

In the absence of Mike Allemand, Chairman, Della Hotard, Vice-President, called the meeting **to order** at 5:30 p.m., in TARC's Administration Building, Conference Room #3.

Upon roll call, the Finance Committee members recorded as present were: Donell Donaldson, Della Hotard, Kay Stone, and Richard Watkins. A **quorum was present**. Board members recorded as absent were: Mike Allemand and Larry Pete. Staff present were: Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Tiffany Brunet, Erica Pellegrin, Rodger Shelton and Bobby Roddy.

Deanna Zeringue presented the **Financial Statements** for the period ending December 31, 2015.

Kay Stone moved, seconded by Richard Watkins, to recommend to the Full Board to accept the Financial Statements for the period ending December 31, 2015. Motion carried.

Deanna Zeringue presented the **Financial Statements** for the period ending January 31, 2016.

Donell Donaldson moved, seconded by Kay Stone, to recommend to the Full Board to accept the Financial Statements for the period ending January 31, 2016. Motion carried.

Deanna Zeringue presented the Financial Statement Audit Engagement Letter for three years ending June 30, 2018.

Richard Watkins moved, seconded by Donell Donaldson, to recommend to the Full Board to accept the Financial Statement Audit Engagement Letter and to give Mary Lynn Bisland the authority to sign the Engagement Letter. Motion carried.

Deanna Zeringue presented the 403 (b) Retirement Plan Audit Engagement Letter for three years ending December 31, 2017.

Richard Watkins moved, seconded by Kay Stone, to recommend to the Full Board to accept the Retirement Plan Engagement Letter and to give Mary Lynn Bisland the authority to sign the Engagement Letter. Motion carried.

Deanna Zeringue presented the Tax Return Audit Engagement Letter for three years ending June 2018.

Richard Watkins moved, seconded by Donell Donaldson, to recommend to the Full Board to Tax Return Audit Engagement Letter and to give Mary Lynn Bisland the authority to sign the Engagement Letter. Motion carried.

A Building & Sites Committee meeting was scheduled for April 7, 2016 at 9:00 a.m.

**Bayou Country Café**-Mary L. Bisland reported that due to possible budget cuts from the State we want to hold off on building the new Restaurant until we know exactly what they are.

Richard Watkins moved, seconded by Donell Donaldson, to recommend to the Full Board to suspend the Bayou Country Café' project until we understand the exact perimeter's of the budget situation statewide..

**Executive Directors Report**-Mary L. Bisland reported that the electronic visit verification (EVV) system, has successfully been put in place, using iPad minis.

Kay Stone moved, seconded by Richard Watkins, to **adjourn**. Motion carried. The meeting adjourned at 6:05 p. m.

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Respectfully submitted,

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

Della Hotard  
Della Hotard, Vice-President