

Terrebonne ARC
BOARD OF DIRECTORS MEETING
Tuesday, February 6, 2018

Tracy Schwab, President, called the meeting **to order**, at 6:30 p.m. in TARC's Administration Building, Conference Room #1 and #2.

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

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

Approval of the Agenda-Dr. Ruthanne Gallagher moved, seconded by Donell Donaldson, to accept the agenda. Motion carried.

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

Secretary's Report-Karen Chauvin presented the Board of Directors report of January 9, 2018. Dr. Ruthanne Gallagher moved, seconded by Della Hotard, to accept the Board of Directors report of January 9, 2018. Motion carried.

President's Report:

Board Development-There was no Board Development for the month of February.

An **Executive Committee meeting** was scheduled for February 23, 2018 at 1:00 p.m. to review the Executive Directors evaluation. The evaluations are due by February 20, 2018.

The **attendance section of the Self-Governing Policies of the Board** was reviewed. Currently the policies reads "If any Board member misses more than three regular meeting during a fiscal year, the Executive Committee may choose to review with that Board member the reasons for the absences for the purpose of determining whether that Board members shall be dismissed from the Board".

Richard Watkins moved, seconded by Marie LeBlanc, to change the attendance policy to read, "If any Board member misses more than three regular Board meetings (total per fiscal year) that Board member will be dismissed from the Board". Motion carried.

This policy change will go into effect beginning with the March meeting.

Organizational Chart Change-Tiffany Brunet requested to add the position of a DSW for the third yard crew to the Organizational Chart. The position is already in the budget.

Dr. Ruthanne Gallagher moved, seconded by Richard Watkins, to add a DSW to the Organization Chart for the third donation crew. Motion carried.

Approval of the current Mission Statement-Karen Chauvin moved, seconded by Dr. Ruthanne Gallagher to accept the Mission Statement. Motion carried.

LaDOTD Project Assurance-Rodger Shelton reported that LaDotd will be meeting with the FTA to delete some sections of the Project Assurances. I would like to have authority for the amended one to be signed.

Dr. Ruthanne Gallagher moved, seconded by Karen Chauvin, to give Tracy Schwab, authority to sign the amended Project Assurance. Motion carried.

Executive Directors Report- Mary L. Bisland reported that with business moving off campus the amount of individuals eating in the cafeteria is dwindling.

The Department Directors present reported on their departments. A report from the Architect on the progress of Cajun Confections Bakery was reviewed.

Eric Pellegrin reported on awards that were won at the State ARC of La. awards ceremony. The Let's Get Together Club won the Recreation Award; Terrebonne General Medical Center won the Employer of the Year Award; Our Direct Support Worker of the Year, Hillary Patton, won an award; and TARC won the Chapter Innovation award of the Year, for the entire State.

Committee Reports:

Deanna Zeringue presented the **Finance Committee Report** of February 6, 2018.

Karen Chauvin moved, seconded by Dr. Ruthanne Gallagher, to accept the Finance Committee report of February 6, 2018. Motion carried.


Philip Bourgeois presented the **Client Representative Report** of February 6 2018.

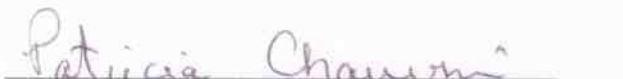
Donell Donaldson moved, seconded by Della Hotard, to accept the Client Representative Report of February 6, 2018. Motion carried.

Dr. Ruthanne Gallagher moved, seconded by Della Hotard, to **adjourn**. Motion carried. The meeting adjourned at 7:25 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