

Terrebonne ARC  
Board of Directors Meeting  
Tuesday, February 12, 2019

Larry Pete, 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: Larry Pete, Mike Allemand, Della Hotard, Donell Donaldson, Dr. Ruthanne Gallagher, Tanner Magee, Tracy Schwab and Don Price, Client Representative. Those absent was Richard Watkins and Karen Chauvin. A **quorum was present**. Staff present were: Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Erica Pellegrin, Herb Ledet, Kristy Harson, Tiffany Brunet, Rodger Shelton and Cindy Naquin. Others present was: Barbara Price, Grace Kanju and Mika Kanju.

Mary L. Bisland led the group in **prayer**, followed by the **pledge**, by Don Price.

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

**Student Social Studies Project**-A student, with Houma Christian School, presented a project he did about TARC. The student won first place for his project.

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

**Secretary's Report**-Della Hotard presented the Board of Directors report of January 8, 2019.

Tracy Schwab moved, seconded by Dr. Ruthanne Gallagher, to accept the Board of Directors Secretary's report of January 8, 2019. Motion carried.

Mary L. Bisland presented the current **Mission Statement** for approval, which is "TARC provides innovative services, the opportunity for community inclusion and the enjoyment of a meaningful life for people in Terrebonne Parish with intellectual and developmental disabilities".

Mike Allemand moved, seconded by Donell Donaldson, to accept the Mission Statement, as presented. Motion carried.

Deanna Zeringue presented **engagement letters** for the Financial Statement Audits, and Agreed upon Procedures for the period from June 30, 2019 to June 30, 2021. The Retirement Plan Engagement Letter for the period of December 30, 2019 to December 30, 2020 was also presented. An analysis of all the engagement letter fees was presented.

Dr. Ruthanne Gallagher moved, seconded by Della Hotard to accept the engagement letters. Motion carried.

Erica Pellegrin presented two changes to the **Organizational Chart**.

Mike Allemand moved, seconded by Donell Donaldson, to accept the changes to the Organizational Chart. Motion carried.

**President's Report:**

**Board Development**-Larry Pete presented, a manual of the Terrebonne Parish Consolidated Government, for all Board members to review. Whenever the manual is updated we will send out a copy.

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Larry Pete expressed his accolades to Mary Lynn and staff on their efforts for working on the Strategic Plan.

An Executive Committee meeting was scheduled for February 26, 2019 at 8:00 a.m.

A Building & Sites Committee meeting was scheduled for February 26, at 9:00 a.m.

**Executive Directors Report**-Mary L. Bisland reported on the Strategic Plan meetings that have been taking place with Staff, Families and Board Members.

Department Directors present reported on their Departments.

**Committee Reports:**

Deanna Zeringue presented the **Finance Committee Report of February 12, 2019.**

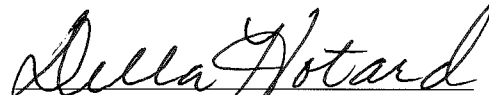
Dr. Ruthanne Gallagher moved, seconded by Tracy Schwab, to accept the Finance Committee Report of January 8, 2019. Motion carried.

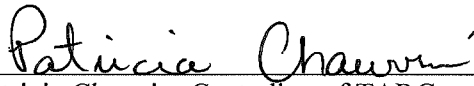
Don Chauvin Price presented the **Client Representative Report of February 12, 2019.**


Della Hotard moved, seconded by Dr. Ruthanne Gallagher, to accept the Client Representative Report of February 12, 2019. Motion carried.

Dr. Ruthanne Gallagher moved, seconded by Della Hotard, to **adjourn.** Motion carried. The meeting adjourned at 7:20 p.m.

Respectfully Submitted,

  
Della Hotard, Secretary

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

  
Approved: Larry Pete, President