

Terrebonne ARC
Board of Directors Meeting
Tuesday, April 9, 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, Richard Watkins, Karen Chauvin, Donell Donaldson, Dr. Ruthanne Gallagher, Tracy Schwab and Don Price, Client Representative. Those absent were: Della Hotard and Tanner Magee. 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. Let the record show that Richard Watkins left the meeting at 6:55 p.m. A quorum was still present.

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

Approval of the Agenda-Karen Chauvin moved, to remove item #9 (3rd and 4th outcome) from the agenda and move item # 14 (Buy-U-Beads/Unit #14 and #16) after Public to be heard. Roll call vote: Larry Pete-yes, Mike Allemand-yes, Richard Watkins-yes, Karen Chauvin-yes, Donell Donaldson-yes, Dr. Ruthanne Gallagher-yes, and Tracy Schwab-yes. The roll call vote was unanimous.

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

A discussion was held on moving **Buy-U-Beads** to where Unit # 14 and #16 are located. One option is to tear down Unit #14 and build a metal building. The fence could be moved back to provide a store front and parking. We will be looking at other options in the future.

Secretary's Report-Karen Chauvin presented the Board of Directors report of March 12, 2019.

Mike Allemand moved, seconded by Tracy Schwab, to accept the Board of Directors report of March 12, 2019. Motion carried.

President's Report:

Board Development-Larry Pete presented information from a BoardSource publication in reference to micromanaging.

The **2019-2022 Strategic Plan** was reviewed.

Dr. Ruthanne Gallagher moved, seconded by Mike Allemand, to accept the 2019-2022 Strategic Plan, as presented. Motion carried.

The **Employee Handbook** was presented for review and approval.

Mike Allemand moved, seconded by Tracy Schwab, to accept the Employee Handbook, as presented. Motion carried.

TARC's **Mission Statement** was revised during our Strategic Plan meetings to read, "TARC provides innovative services, the opportunity for community inclusion and the enjoyment of a meaningful life for people with intellectual and other developmental disabilities in Terrebonne Parish."

Dr. Ruthanne Gallagher moved, seconded by Tracy Schwab, to accept the revised Mission Statement, as presented. Motion carried.

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An **Organizational Chart** change was presented to add a PT-Maintenance Helper.

Karen Chauvin moved, seconded by Mike Allemand, to accept the Organizational Chart change. Motion carried.

TARC's **2019 Pay Study** was presented. A meeting will be held on April 30, 2019 at 5:30 p.m. to discuss it in more detail.

Executive Directors Report-Department Directors present reported on their Departments.


Committee Reports:


Don Price presented the **Client Representative Report of April 9, 2019.**

Karen Chauvin moved, seconded by Donell Donaldson, to accept the Client Representative Report of March 12, 2019. Motion carried.

Donell Donaldson moved, seconded by Dr. Ruthanne Gallagher, 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