

Terrebonne ARC  
Finance Committee Meeting  
Wednesday, July 17, 2019

Richard Watkins, Chairman, 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: Richard Watkins, Mike Allemand, Donell Donaldson, Tracy Schwab, Kay Stone and Larry Pete, President. A **quorum was present**. Other Board member present was Della Hotard. Staff present were: Mary Lynn Bisland, Patricia Chauvin, Erica Pellegrin, Deanna Zeringue, Rodger Shelton, Kristy Harson, Herb Ledet and Tiffany Brunet.

Deanna Zeringue presented the **Financial Statements** for the period ending May 31, 2019.

Mike Allemand moved, seconded by Kay Stone, to recommend to the Full Board, to accept the Financial Statements, as of May 31, 2019. Motion carried.

**Capital Budget Amendments**-Deanna Zeringue presented an amendment to include the **fifty cent per hour increase**, for all staff, that the Committee approved at the meeting last month, which totaled \$177,073.58.

Kay Stone moved, seconded by Donell Donaldson, to recommend to the Full Board to amend the Capital Budget to include the increases in the salaries. Motion carried

Tiffany Brunet presented an amendment to install **Solar Shades** on the windows at the Cedar Chest South Boutique, for a cost of \$3052.89.

Mike Allemand moved, seconded by Tracy Schwab, to recommend to the Full Board to amend the Capital Budget, to include Solar Shades at the Cedar Chest South Boutique. Motion carried.

Mary Lynn Bisland presented an amendment to purchase a **Chevrolet Equinox**, from State Contract, at a cost of \$20,674.87. This vehicle is be used for the Cedar Chest Boutiques.

Kay Stone moved, seconded by Mike Allemand, to recommend to the Full Board to amend the Capital Budget to include, \$21,000.00 to purchase a Chevrolet Equinox. Motion carried.

Mary Lynn Bisland presented an amendment to purchase a **fifteen-passenger Chevrolet Express van**, for the Janitorial crew.

Karen Chauvin moved, seconded by Mike Allemand, to recommend to the Full Board to amend the Capital Budget to include, \$30,000.00 to purchase a fifteen-passenger van. Motion carried.

**Pay Range Increases**-A policy will be developed, by the end of the year, to offer a pay increase after a new employee's satisfactory 90-day probationary period.

Deanna Zeringue presented the **La. Compliance Questionnaire**.

Kay Stone moved, seconded by Donell Donaldson, to recommend to the Full Board to accept the La. Compliance Questionnaire. Motion carried.

Mary Lynn Bisland presented two **vehicles to surplus**.

Kay Stone moved, seconded by Donell Donaldson, to recommend to the Full Board to surplus the 2012 bus, at a minimum bid of \$1,000.00. Motion carried.

Tracy Schwab moved, seconded by Mike Allemand, to recommend to the Full Board to surplus the 2005 Chevrolet Impala, at a minimum bid of \$1,500.00. Motion carried.

Richard Watkins presented the **2019-2020 Goals and Objectives** of the Finance Committee.


Mike Allemand moved, seconded by Tracy Schwab to recommend to the Full Board to accept the 2019-2020 Goals and Objectives. Motion carried.

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**Executive Directors Report**-There was no report.

Kay Stone moved, seconded by Donell Donaldson, to **adjourn**. Motion carried. The meeting adjourned at 6:15 p.m.

Respectfully submitted,

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

  
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Richard Watkins, Chairman