

Terrebonne ARC  
Board of Directors Meeting  
Tuesday, December 10, 2019

Larry Pete, President, called the meeting **to order**, at 6:00 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, Richard Watkins, Karen Chauvin, Donell Donaldson, Dr. Ruthanne Gallagher, Tracy Schwab and Lindsay Ocker, Client Representative. A **quorum was present**. Others present were Kay Stone and Alred Hotard. Staff present were Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Erica Pellegrin, Herb Ledet, Kristy Harson, Rodger Shelton and Tiffany Brunet. Mary L. Bisland led the group in **prayer**, followed by the **pledge** by Lindsay Ocker.

**Approval of the Agenda**-Karen Chauvin moved, seconded by Dr. Ruthanne Gallagher, to accept the agenda, as presented. Motion carried.

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

**Secretary's Report**-Dr. Ruthanne Gallagher moved, seconded by Della Hotard, to approve the Secretary's report of November 12, 2019. Motion carried.

**President's Report:** At the ARC National Convention I attending a seminar on Board training. I discovered that our Board needed more training. The moderator of the seminar suggested that we start with our Mission Statement. Our Mission Statement defines what the Board should be following up on and stressing for the Organization. Therefore, our Mission Statement will be placed on the tables at every Board meeting.

Larry Pete presented a letter of **resignation**, from Board of Directors member, Tanner Magee.

Tracy Schwab moved, seconded by Della Hotard, to accept the resignation of Tanner Magee, from the Board of Directors. Motion carried.

Mary L. Bisland presented an **Organizational Chart Change** to add an additional DSW position to the Art Department.

Tracy Schwab moved, seconded by Dr. Ruthanne Gallagher, to accept the Organizational Chart change for Division III. Motion carried.

**Executive Directors Report**- Mary L. Bisland reported that she and Erica Pellegrin would be serving on a State Committee that is going to re-write the Waivers.

The Architect's contract for the Bayou Country Café should be signed next week. Due to the construction we will not be having a Mardi Gras parade this year. We have selected a Queen and King. They will all the usual festivities, except for the parade.

Rodger Shelton reported on the air conditioning system work that needs to be done at the **Grand Designs** business.

Dr. Ruthanne Gallagher moved, seconded by Karen Chauvin, to get quotes on the actual complete fixing of the Grand Designs building and present as soon as possible to the Board. Motion carried.

Dr. Ruthanne Gallagher congratulated Erica Pellegrin and Vicky Rivet for completing the certification to facilitate customize training for individuals served and being two of ten people Nationally to have the Certification.

**Committee Reports:**

Deanna Zeringue presented the **Finance Committee report** of December 10, 2019.

Karen Chauvin moved, seconded by Tracy Schwab, to accept the Finance Committee report of December 10, 2019. Motion carried.

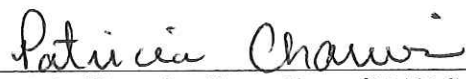
Lindsay Ocker presented the **Client Representative Report** of December 10, 2019.

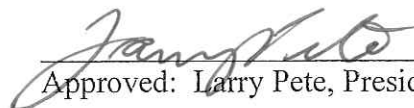
Karen Chauvin moved, seconded by Della Hotard, to accept the Client Representative Report of December 10, 2019. Motion carried.

Tracy Schwab moved, seconded by Della Hotard, to **adjourn**. Motion carried. The meeting adjourned at 6:25 p.m.

Respectfully Submitted,

  
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Della Hotard, Secretary

  
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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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Approved: Larry Pete, President