

Terrebonne ARC
Board of Directors Meeting
Tuesday, March 9, 2021

Tracy Schwab, President, called the meeting to order, at 6:30 p.m. in TARC's Bayou Country Café.

Upon roll call, the Board of Directors recorded as present were Tracy Schwab-President, Karen Chauvin, Mike Allemand, Logan Aldridge, Donell Donaldson, Teresa King, Larry Pete and Richard Watkins. Board Member absent was: Dr. Ruthanne Gallagher. A quorum was present. Staff present were: Patricia Chauvin, Deanna Zeringue, Herb Ledet, Rodger Shelton, Erica Pellegrin, Kristy Harson and Tiffany Brunet. Tracy Schwab led the group in prayer, followed by the pledge.

Approval of the Agenda-Karen Chauvin moved, seconded by Mike Allemand, to approve the agenda. Motion carried.

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

Mike Allemand presented the **Secretary's report of February 9, 2021**.

Larry Pete moved, seconded by Karen Chauvin, to accept the Secretary's report of February 9, 2021, as presented. Motion carried.

Deanna Zeringue presented **Architect's Contract** for the renovations of Buy-U-Beads.

Karen Chauvin moved, seconded by Logan Aldridge, to approve the Architect's Contract and allow Mary L. Bisland to sign it. Motion carried.

Karen Chauvin presented the following **Board Resolution** for the purchase of the property at 311 South French Quarter Drive:

A RESOLUTION
OF THE BOARD OF DIRECTORS
OF
TERREBONNE ARC

UPON motion duly made, seconded and unanimously carried, it was:

RESOLVED by the Board of Directors of Terrebonne ARC, that Mary Lynn Bisland, Executive Director, be and she is hereby authorized, directed and empowered, for, and on behalf of and in the name of this corporation, to execute a Cash Sale from Macel Lapeyrouse Sprehe, to purchase the property located at (Physical Address-311 South French Quarter Drive), for the sum of ONE HUNDRED FIFTY EIGHT THOUSAND (\$158,000.00) DOLLARS.

Legal Description: Lot Six (6) measures a front of 47.50 feet on the Northerly side of South French Quarter Drive; measures a depth between equal and parallel lines of 74.21 feet, and measures a width across the rear of 47.50 feet; Lot Six (6) is bounded front or Southerly by South French Quarter Drive; Westerly by Lot 5, Easterly by Lot 7, and rear or Northerly Lot 13, together with all buildings and improvements thereon, and all rights, ways, and servitudes thereunto belonging or in anywise appertaining. Lot Six (6) bears municipal number 311 South French Quarter Drive, Houma, La. 70364. For title see COB 1930, folio 342, Entry No. 1217175 records of Terrebonne Parish, Louisiana.

BE IT FURTHER RESOLVED that the said duly authorized representative of this Corporation, be and she is hereby authorized, empowered and directed, for, on behalf of and in the name of this corporation, to execute all such other documents, instruments and writings as may be necessary to carry out the foregoing authorization, or all other such acts and deeds she may deem necessary or prudent in order to affect the intent and purpose of this resolution. *****

CERTIFICATE

This is to certify that the above and foregoing resolution was duly adopted at a meeting of the Board of Directors of Terrebonne ARC, held at the company's office at Houma, Louisiana, on the 9th day of March,

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2021, pursuant to proper notice and call, at which meeting a quorum of the Board of Directors were present and voting throughout.

I do certify that I am the duly elected, qualified and acting Vice-President of this company.

I do further certify that the above and foregoing resolution remains in full force and effect and has not been modified, repealed or rescinded in whole or in part.

WITNESS MY HAND in Houma, Louisiana, this 9th day of March 2021. Karen Chauvin, Vice-President, ATTEST: Tracy Schwab, President

Larry Pete moved, seconded by Mike Allemand, to accept the Board Resolution to purchase the property at 311 South French Quarter Drive. Motion carried.

Alison Filce presented the **4th Quarter Outcomes Report**.

Karen Chauvin moved, seconded by Mike Allemand, to accept the 4th Quarters Outcomes report. Motion carried.

Herb Ledet presented an **Organizational Chart Change** to remove the Purchasing Clerk from the organizational chart and the Auditing Clerk position to the Purchasing/Billing Clerk.

Tiffany Brunet presented an Organizational Chart change to reassign a part time Maintenance position from the Maintenance Department to the Bayou Country Café.

Karen Chauvin moved, seconded by Richard Watkins, to accept the organizational chart changes, as presented. Motion carried.

Herb Ledet presented a report on **Staff Terms, Resignations and Retirees**.

Richard Watkins moved, seconded by Larry Pete, to Direct Mary L. Bisland and Directors to allow Herb Ledet to undertake a comprehensive analysis of our Human Resources problems Department wide, TARC wide, and come back to the Board, with the analysis, problems, and recommendations in a reasonable amount of time. Motion carried.

Deanna Zeringue presented **flood insurance** renewals for informational purposes.

Rodger Shelton presented three golf carts for **Surplus**.

Richard Watkins moved, seconded by Mike Allemand, to dispose of the golf carts, as presented. Motion carried.

A **Programs Committee meeting** was scheduled for March 23, 2021 at 8:00 a.m.

President's Report-Tracy Schwab reported that Mary L. Bisland is requesting that the Board of Directors present on goal for her 2021 evaluation.

Executive Directors Report- Directors present reported on their Departments.

Committee Reports:

Tracy Schwab presented the **Executive Committee report** of March 4, 2021.

Karen Chauvin moved, seconded by Mike Allemand, to accept the Executive Committee report of March 4, 2021. Motion carried.


Deanna Zeringue presented the **Finance Committee report** of March 9, 2021.

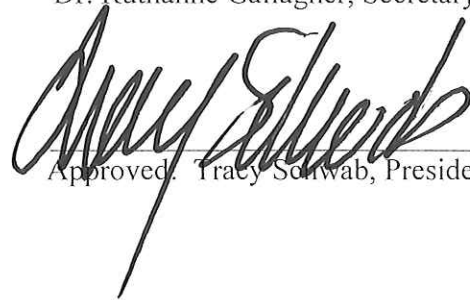
Karen Chauvin moved, seconded by Richard Watkins, to accept the Finance Committee report of March 9, 2021. Motion carried.

Karen Chauvin moved, seconded by Richard Watkins, to **adjourn**. Motion carried. The meeting adjourned at 7:25 p.m.

Respectfully Submitted,


Dr. Ruthanne Gallagher, Secretary


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


Approved: Tracy Schwab, President