

Terrebonne ARC  
Board of Directors Meeting  
Tuesday, April 13, 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, Dr. Ruthanne Gallagher, Mike Allemand, Logan Aldridge, Donell Donaldson, Teresa King, and Richard Watkins. Board Member absent was: Larry Pete. A **quorum was present**. Staff present were: Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Herb Ledet, Rodger Shelton, Erica Pellegrin, Kristy Harson and Tiffany Brunet. Mary L. Bisland led the group in **prayer**, followed by the **pledge**.

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

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

Dr. Ruthanne Gallagher presented the **Secretary's report of March 9, 2021**.

Karen Chauvin moved, seconded by Mike Allemand, to accept the Secretary's report of March 9, 2021, as presented. Motion carried.

Deanna Zeringue presented the **Amended Capital and Operating Budget** as of April 2021, for FYE June 30, 2021.

Karen Chauvin moved, seconded by Dr. Ruthanne Gallagher, to accept the amended Capital Budget, as of April 2021, for FYE June 30, 2021. Motion carried.

Dr. Ruthanne Gallagher moved, seconded by Karen Chauvin, to accept the amended Operating Budget, as of April 2021, for FYE June 30, 2021. Motion carried.

Rodger Shelton presented two vehicles and one walk-in freezer to **surplus**.

Karen Chauvin moved, seconded by Mike Allemand, to accept the highest bid received, with no reserve and with the starting price appropriate to each item. Motion carried.

**Organizational Chart Changes**-Tiffany Brunet requested an organizational chart change to add two part-time DSW staff at the Bayou Country Café and an additional part-time DSW at Grand Designs. Erica Pellegrin requested an organizational chart change to add two part-time DSW's. Mary Lynn presented a division change moving the QDDP's under her supervision, as Division II. Cajun Confections moved under Division III and Tiffany Brunet's programs changed to Division I.

Teresa King moved, seconded by Karen Chauvin, to accept the Organizational Chart changes, as presented. Motion carried.

**Program to replace Task Master**-Richard Watkins moved, seconded by Dr. Ruthanne Gallaher, to discontinue further development of the program to replace the Task Master program. Motion carried.

**President's Report**- TARC's History and time line was reviewed beginning with the year 1952 until present.

**Executive Directors Report**- Mary L. Bisland presented a report on efforts made to hire staff. Directors present reported on their Departments.

**Committee Reports:**

Dr. Ruthanne Gallagher presented the **Programs Committee report** of March 26, 2021.

**Board of Directors Meeting**  
**April 13, 2021**  
**Page #2**

Karen Chauvin moved, seconded by Mike Allemand, to accept the Programs Committee report of March 26, 2021. Motion carried.

Deanna Zeringue presented the **Finance Committee report** of April 13, 2021.

Teresa King moved, seconded by Dr. Ruthanne Gallagher, to accept the Finance Committee report of April 13, 2021. Motion carried.

Karen Chauvin moved, to go into **Executive Session** to review the Executive Directors Evaluation.

Roll Call Vote to go into Executive Session: Tracy Schwab-yes, Karen Chauvin-yes, Dr. Ruthanne Gallagher-yes, Mike Allemand-yes, Logan Aldridge-yes, Donell Donaldson-yes, Teresa King-yes, and Richard Watkins-yes.

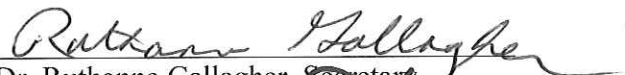
Let the record show that the vote to go into Executive Session was unanimous. Motion carried.


Teresa King moved, seconded by Karen Chauvin, to go back into regular session. Motion carried.

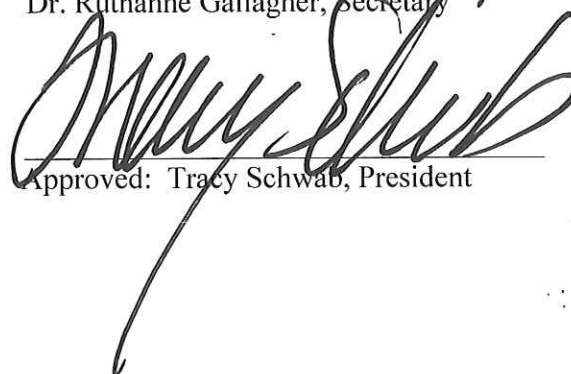
Richard Watkins moved, seconded by Karen Chauvin, to accept the Executive Director's evaluation, 2021-2022 Goals and Succession Plan. Motion carried.

Richard Watkins moved, seconded by Donell Donaldson, to **adjourn**. Motion carried. The meeting adjourned at 8:00 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