

Terrebonne ARC  
Board of Directors Meeting  
Tuesday, May 11, 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, Donell Donaldson, Teresa King, and Richard Watkins. Board Members absent were: Larry Pete, Dr. Ruthanne Gallagher and Logan Aldridge. 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 Richard Watkins, 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 April 13, 2021**.

Donell Donaldson moved, seconded by Richard Watkins, to accept the Secretary's report of April 13, 2021, as presented. Motion carried.

Deanna Zeringue presented the proposed **Capital and Operating Budget** for FYE June 30, 2022.

Mike Allemand moved, seconded by Teresa King, to accept the Capital Budget, for FYE June 30, 2022, with the deletion of two LaDotd Shuttles for the 2019 grant year, for \$148,528.00. Motion carried.

Mike Allemand moved, seconded by Karen Chauvin, to accept the proposed Operating Budget, for FYE June 30, 2022. Motion carried.

**Buy-U-Beads Construction Bids/Award/Contract**-Richard Watkins moved, seconded by Mike Allemand, to accept the bid from Picciola Construction Co., Inc. for \$436,000.00 and authorize Mary L. Bisland to sign the Standard Form of Agreement between the Owner and Contractor. Motion carried.

**Organizational Chart Changes**- Rodger Shelton requested an additional part-time Maintenance Helper, due to the increase of building and grounds maintenance needs.

Richard Watkins moved, seconded by Donell Donaldson, to accept the Organizational chart change, as presented. Motion carried.

Erica Pellegrin requested two additional Direct Support Workers due to the increased number of individuals entering the Options Plus program.

Richard Watkins moved, seconded by Donell Donaldson, to accept the Organizational chart change, as presented. Motion carried.

Tracy Schwab presented the **By-Laws** for review.

Teresa King moved, seconded by Richard Watkins, to accept the By-Laws, as presented. Motion carried.

Tracy Schwab presented the **Self-Governing policies** for review.

Teresa King moved, seconded by Donell Donaldson, to accept the Self-Governing policies, as written. Motion carried.

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Richard Watkins moved, seconded by Donell Donaldson, to **change the date of the July Board meeting** to Tuesday, July 19, 2021. Motion carried.

Mary L. Bisland presented the **Employee Handbook** for approval.

Richard Watkins moved, seconded by Donell Donaldson, to accept the Employee Handbook, as written. Motion carried.

Mary L. Bisland presented **Operating Policies** for review.

Richard Watkins moved, seconded by Mike Allemand, to accept the Operating Policies, as written. Motion carried.

Mary L. Bisland presented the **Personnel Policy manual** for review.

Richard Watkins moved, seconded by Donell Donaldson, to accept the Personnel Policy manual, as written. Motion carried.

**President's Report-** Tracy Schwab requested that Board members turn in their self-evaluations.

**Executive Directors Report-** Mary Lynn Bisland reviewed a list of acronyms, with the Board, that is used in the intellectual and development disability community. Directors present reported on their Departments.

**Committee Reports:**

Tracy Schwab presented the **Executive Committee report** of April 28, 2021.

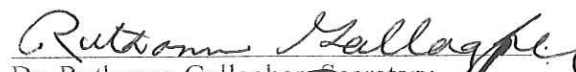
Karen Chauvin moved, seconded by Donell Donaldson, to accept the Executive Committee report of April 28, 2021. Motion carried.


Deanna Zeringue presented the **Finance Committee report** of May 11, 2021.

Richard Watkins moved, seconded by Mike Allemand, to accept the Finance Committee report of May 11, 2021. Motion carried.

Mike Allemand 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