

Terrebonne ARC
Board of Directors Meeting
Tuesday, March 8, 2022

Richard Watkins, President, called the meeting **to order**, at 6:30 p.m. in TARC's Administration Building, Conference Room #3.

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

Approval of the Agenda-Mike Allemand moved, to amend the agenda, to add the Tax Return Engagement Letter and Organizational Chart Changes. Roll Call vote to amend the agenda: Richard Watkins-yes, Mike Allemand-yes, Larry Pete-yes, Logan Aldridge-yes, Donell Donaldson-yes, Dr. Ruthanne Gallagher-yes and Teresa King-yes. The roll call vote was unanimous.

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

Mike Allemand presented the **Secretary's report of February 8, 2022**.

Larry Pete moved, seconded by Donell Donaldson, to accept the Secretary's report of February 8, 2022. Motion carried.

Danielle Domangue presented the **4th Quarter Outcomes Report**.

Dr. Ruthanne Gallagher moved, seconded by Mike Allemand, to accept the 4th Quarter Outcomes Report. Motion carried.

Mission Statement Discussion/Review- Larry Pete moved, seconded by Donell Donaldson, to retain the original Mission Statement, dated April 9, 2019. Motion carried.

Deanna Zeringue presented an update on property **Flood Insurance**. Renewals have been coming in throughout the year. Rates are up ten to fourteen percent.

Mary L. Bisland presented the **5-Year Strategic Plan**.

Larry Pete moved, seconded by Mike Allemand, to accept the 2019-2022 Five-Year Strategic Plan. Motion carried.

Technology-Mary L. Bisland reported that the Finance Committee approved a budget amendment to purchase twenty-one computers and fourteen Ipads for communication purposes. We will be going with EATEL for our fiber optics. We are waiting for our main phone number to roll over.

Mike Allemand moved, seconded by Dr. Ruthanne Gallagher, to amend the Capital Budget, for \$65,000.00, for IT improvements. Motion carried.

Deanna Zeringue presented the **Tax Return Engagement Letter** for Bourgeois Bennett CPA Consultants, for the preparation of the 2020 U. S. Form 990.

Mike Allemand moved, seconded by Dr. Ruthanne Gallagher, to accept the Tax Return Engagement Letter. Motion carried.

Organizational Chart Changes-Tiffany Brunet requested a change for the Adult Service Manager to assume responsibility over Grand Designs. Erica Pellegrin requested a change for the

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Options Plus Manager/QDDP, move from the Supervision of Division II to the Supervision of the Director of TARC Enterprises Division III.

Dr. Ruthanne Gallagher moved, seconded by Mike Allemand, to accept the Organizational Chart changes, as presented. Motion carried.

Hurricane IDA Insurance Update-The Attorney we retained and his Adjustor will be here tomorrow to look at all our damages. Deanna Zeringue presented insurance payments that were received.

Buy-U-Beads renovation update-The Board had a discussion in reference to The Contractor requesting that we waive the liquidated damages.

Rodger Shelton reported that he collected 140,000 pounds of beads this year.

Erica Pellegrin made a **Marketing presentation**, for informational purposes, on TARC's online hiring and recruitment plan, over the next year, through Indeed Resume.

Presidents Report: Board members reviewed attendance. Richard Watkins is scheduling a Board Development meeting in June for Board members.

Executive Directors Report: Directors present reported on their departments.

Committee Reports:

Richard Watkins presented the **Executive Committee Report** of March 3, 2022.

Dr. Ruthanne Gallagher moved, seconded by Mike Allemand, to accept the Executive Committee Report of March 3, 2022. Motion carried.

Mike Allemand presented the **Finance Committee report** of March 8, 2022.

Dr. Ruthanne Gallagher moved, seconded by Larry Pete, to accept the Finance Committee report of March 8, 2022. Motion carried.

Lindsay Ocker presented the **Client Representative report** of March 8, 2022.

Larry Pete moved, seconded by Mike Allemand, to accept the Client Representative report of March 8, 2022. Motion carried.

Mike Allemand moved, to go into **Executive Session** to review the Executive Directors evaluation.

Roll Call Vote: Richard Watkins-yes, Mike Allemand-yes, Larry Pete-yes, Logan Aldridge-yes, Donell Donaldson-yes, Dr. Ruthanne Gallagher-yes, and Teresa King-yes. The roll call vote was unanimous.

Mike Allemand moved, seconded by Donell Donaldson, to go back into regular session. Motion carried.

Mike Allemand moved, seconded by Dr. Ruthanne Gallagher, that the Executive Directors increase will match the maximum increase of the allowable, not to exceed six percent. Motion carried.

Mike Allemand moved, seconded by Dr. Ruthanne Gallagher, to **adjourn**. Motion carried. The meeting adjourned at 8:00 p.m.

Respectfully Submitted,



Mike Allemand, Secretary



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



Approved: Richard Watkins, President