

Terrebonne ARC
Finance Committee Meeting
Tuesday, November 9, 2021

Mike Allemand, Chairman, called the meeting to **order** at 5:30 p.m., in TARC's Bayou Country Café.

Upon roll call, the Finance Committee members recorded as present were: Mike Allemand, Logan Aldridge, Donell Donaldson, Kay Stone, and Richard Watkins, President. Recorded as absent was Larry Pete. A **quorum was present**. Staff present were: Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Erica Pellegrin, Herb Ledet, Tiffany Brunet and Rodger Shelton.

Logan Aldridge moved, seconded by Donell Donaldson, to amend the agenda to include an Operating Budget amendment of \$17,400.00. Motion carried.

Deanna Zeringue presented the **Financial Statements** for the period ending September 30, 2021.

Kay Stone moved, seconded by Donell Donaldson, to recommend to the Full Board, to accept the Financial Statements, for the period ending September 30, 2021. Motion carried.

Deanna Zeringue presented the **403-B Audit report** as of December 31, 2020.

Donell Donaldson moved, seconded by Kay Stone, to recommend to the Full Board, to accept the 403-B Audit report as of December 31, 2020. Motion carried.

Deanna Zeringue presented the **403-B Employer Match Resolution** for 2022.

RESOLUTION OF THE BOARD OF DIRECTORS OF TERREBONNE ARC
STATE OF LOUISIANA
PARISH OF TERREBONNE

On the 9th day of November 2021, at a meeting of the Board of Directors of Terrebonne ARC (TARC), held in the city of Houma, Terrebonne Parish, Louisiana with a quorum of the board members present, the following business was conducted:

It was duly moved and seconded that the following resolution be adopted:

BE IT RESOLVED that the Board of Directors of the above corporation do hereby approve the same formula for matching contributions used in 2021 for 2022. The formula will continue to be 50% of the employee's deferral up to 8% of compensation for the 2022 plan year.

The above resolution was passed by a majority of those present and voting in accordance with the by-laws and articles of incorporation.

I certify that the above and foregoing constitutes a true and correct copy of a part of the minutes of a meeting of the Board of Directors of Terrebonne ARC held on the 9th day of November 2021.

Mike Allemand, Secretary of TARC's Board of Directors.

Kay Stone moved, seconded by Donell Donaldson, to recommend to the Full Board, to accept the Employer Match Resolution. Motion carried.

Deanna Zeringue presented the **Employee Insurance Proposal Summary** for calendar year 1/1/2022 to 12/31/2022.

Donell Donaldson moved, seconded by Kay Stone, to recommend to the Full Board, to absorb the estimated increase to TARC of \$101,747.76, with no increase to the employees. Motion carried.

Deanna Zeringue presented an agreement for reimbursement through the **American Rescue Plan** for expenses incurred from March 1, 2021 to May 14, 2021, for COVID-19. TARC's reimbursement would be \$730.00.

Kay Stone moved, seconded by Donell Donaldson, to recommend to the Full Board, to approve the subrecipient agreement and authorize Mary L. Bisland to sign it. Motion carried.

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Richard Watkins presented an **Operating Budget amendment** of \$17,400.00, for drainage work on campus.

Donell Donaldson moved, seconded by Logan Aldridge, to amend the Operating Budget for \$17,400.00, for drainage work. Motion carried.

Mary L. Bisland presented an **Organizational Chart** change to eliminate the Administrative Floater position and add an Administrative Floater II position. Tiffany Brunet presented an organizational chart change to add an additional part-time cashier position. Erica Pellegrin presented an organizational chart change to change the Project Coordination I position to a Project Coordinator II.

Kay Stone moved, seconded by Donell Donaldson, to recommend to the Full Board, to accept the Organizational Chart changes. Motion carried.

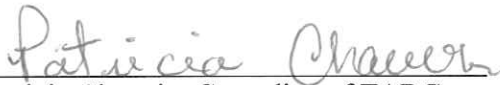
Mary L. Bisland presented two items as **surplus**.

Kay Stone moved, seconded by Donell Donaldson, to recommend to the Full Board, to dispose of a Whirlpool Refrigerator and Amana Washing Machine. Motion carried.

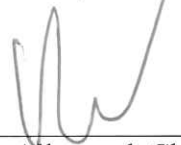
Executive Directors Report-There was no report.

Donell Donaldson moved, seconded by Kay Stone, to **adjourn**. Motion carried. The meeting adjourned at 6:30 p.m.

Respectfully Submitted,



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



Mike Allemand, Chairman