

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

Richard Watkins, 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: Richard Watkins-President, Tracy Schwab, Mike Allemand, Larry Pete, Logan Aldridge, Ronald Chaisson, Donell Donaldson, Teresa King and Edward Rome. A quorum was present. Board member absent was: Lindsay Ocker. Staff present were: Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Herb Ledet, Rodger Shelton 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 a discussion of the Event Center. Roll Call vote to amend the agenda: Richard Watkins-yes, Tracy Schwab-yes, Mike Allemand-yes, Larry Pete-yes, Logan Aldridge-yes, Ronald Chaisson-yes, Donell Donaldson-yes, Teresa King-yes and Edward Rome-yes. The roll call vote was unanimous.

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

Danielle Domangue presented the **3<sup>rd</sup> Quarter Outcomes** report.

Mike Allemand moved, seconded by Tracy Schwab to accept the 3<sup>rd</sup> Quarter Outcomes report. Motion carried.

Mike Allemand presented the **Secretary's report of October 11, 2022.**

Tracy Schwab moved, seconded by Ronald Chaisson, to accept the Secretary's report of October 11, 2022, as presented. Motion carried.

Richard Watkins presented the **By-Laws** for approval.

Donell Donaldson moved, seconded by Mike Allemand, to accept the By-Laws. Motion carried.

Tiffany Brunet presented **music equipment for surplus.** We no longer have the Music Therapy Program.

Donell Donaldson moved, seconded by Larry Pete, to surplus the music equipment, with no reserve. Motion carried.

Rodger Shelton presented a **2005 Ford E250 van for surplus.**

Ronald Chaisson moved, seconded by Donell Donaldson, to surplus the 2005 Ford E250 Van, with a reserve of \$2,000.00. Motion carried.

Mary L. Bisland presented information on the home to replace the Jane Avenue Home. It was purchased for \$224,900.00.

Larry Pete moved, seconded by Mike Allemand, to **ratify the purchase agreement** of 335 Daralyn Drive. Motion carried.

Mary L. Bisland is requesting to **surplus the property at 108 Jane Avenue.** The property is no longer needed for the intended purpose.

Tracy Schwab moved, seconded by Donell Donaldson, to surplus the Jane Avenue Home and take all actions necessary to sell it. Motion carried.

Deanna Zeringue presented a proposal on **Employee Benefits and Insurance.**

Mike Allemand moved, seconded by Teresa King, to renew the Blue Cross Group Care policy at a 4.3% increase, which employee only cost will increase by \$2.00 and family coverage by \$10.00 every pay period. The Dental Insurance coverage would be with Crescent Child/Adult Ortho at the same cost as 2022. Vision Insurance will be renewed with Standard Balance Care. Life insurance provided by

TARC will change to Crescent Life. Short Term and long term insurance will be provided by Equitable. Motion carried.

Deanna Zeringue presented the **Audited 403-B Retirement Plan** report as of December 31, 2021.

Larry Pete moved, seconded by Mike Allemand, to accept the Audited 403-B Retirement Plan report as of December 31, 2021. Motion carried.

Teresa King presented the **403-B Employer Match Resolution** for 2023.

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

On the 8<sup>th</sup> day of November 2022, 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 2022 for 2023. The formula will continue to be 50% of the employee's deferral up to 8% of compensation for the 2023 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 8<sup>th</sup> day of November 2022.

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

Larry Pete moved, seconded by Teresa King, to accept the Employer Match Resolution. Motion carried.

Tiffany Brunet presented an **Organizational Chart change** requesting that two DSW III Floater positions change to DSW II positions.

Mike Allemand moved, seconded by Donell Donaldson, to accept the change to the Organizational Chart. Motion carried.

A discussion was held on the purchase of the **Event Center** to use for a new business.

Larry Pete moved, seconded by Teresa King, to negotiate the possible purchase of the Event Center and bring the information back to the Board with a business plan. Motion carried.

**Presidents Report:** Richard Watkins reviewed the Board of Directors attendance. A Programs Committee meeting was scheduled for November 17, 2022 at 3:00 p.m. A Policy Committee meeting was scheduled for November 17, 2022 at 1:00 p.m.

Due to the Staff Longevity Awards the start time of the Finance and Board meetings, need to be changed on December 13, 2022.

Donell Donaldson moved, seconded by Larry Pete, to change the time of the Finance meeting to 5:00 p.m. and the Board meeting to 5:30 p.m. Motion carried.

The Board was gave TARC staff nominees, with accolades, for DSW of the Year, Employee of the Year and Professional of the Year for them to vote on their choice. The votes will determine whom the winner will be.

**Executive Directors Report**-Directors presented information on their departments.

Committee Reports:

Mike Allemand presented the **Finance Committee Report** of November 8, 2022.

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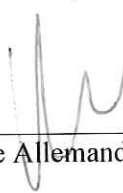
Donell Donaldson moved, seconded by Ronald Chaisson, to accept the Finance Committee report of November 8, 2022. Motion carried.

Teresa King presented the **Client Representative report** of November 8, 2022.

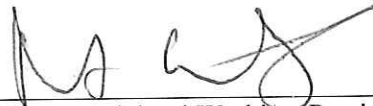
Mike Allemand moved, seconded by Donell Donaldson, to accept the Client Representative report of November 8, 2022. Motion carried.

Larry Pete moved, seconded by Donell Donaldson, to **adjourn**. Motion carried. The meeting adjourned at 7:28 p.m.

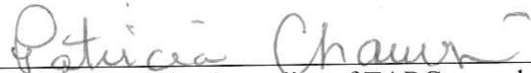
Respectfully Submitted,



Mike Allemand, Secretary



Approved: Richard Watkins, President



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