

Terrebonne ARC
Board of Directors Meeting
Tuesday, November 12, 2024

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, Larry Pete, Donell Donaldson, Ronald Chaisson, Logan Aldridge, April Giles, Lindsay Ocker. Edward Rome and Tracy Schwab. Board member absent was: Mike Allemand. A quorum was present. Staff present were: Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Herb Ledet, Danielle Domangue and Tiffany Brunet. Mary L. Bisland led the group in **prayer** followed by the **pledge** by Lindsay Ocker.

Approval of the agenda- Larry Pete moved, seconded by Ronald Chaisson, to accept the agenda. Motion carried.

Public to be heard- There were no public to be heard.

Donell Donaldson presented the **Secretary's report of October 8, 2024**

Ronald Chaisson moved, seconded by Tracy Schwab, to accept the Secretary's report of October 8, 2024. Motion carried.

Richard Watkins presented **Capital Budget amendments** to purchase the property on Coteau Road and to repair the roof on the Daralyn Avenue home.

Ronald Chaisson moved, seconded by Tracy Schwab, to amend the Capital Budget for \$100,000.00 to purchase the property on Coteau Road and \$6,800.00 for repairs to the roof at the Daralyn Avenue Home. Motion carried.

Donell Donaldson moved, to accept the following resolution, to purchase the property at 2018 Coteau Road.

**RESOLUTION
OF THE BOARD OF DIRECTORS
OF
TERREBONNE ARC**

UPON motion duly made, seconded and unanimously carried, it was:

RESOLVED, By the Board of Directors of Terrebonne ARC, that Mary Lynn Bisland, Executive Director, be and she is hereby authorized, directed and empowered, for, and on behalf of and in the name of this corporation, to execute a Cash Sale from Poule D'eau Properties, L. L. C., to purchase the property located in Section 27, Township 17 South, Range 17 East and Section 45, 46, 47, Township 16 South, Range 17 East, (Physical Address-2018 Coteau Road), in the Parish of Terrebonne, Louisiana for the sum of ONE HUNDRED THOUSAND AND NO/100THS (\$100,000.00) DOLLARS.

BE IT FURTHER RESOLVED, that the said duly authorized representative of this Corporation, be and she is hereby authorized, empowered and directed, for, on behalf of and in the name of this corporation, to do and perform any and all other acts and deeds, and execute any other documents as may be requisite to carry out the foregoing authorization, or all other such acts and deeds done pursuant to and in furtherance hereof, being expressly ratified and confirmed as the acts and deeds of this corporation.

CERTIFICATE

This is to certify that the above and foregoing resolution was duly adopted at a meeting of the Board of Directors of Terrebonne ARC, held at the company's office at Houma, Louisiana, on the 12th day of November, 2024, pursuant to proper notice and call, at which meeting a quorum was present and voting throughout.

Board of Directors Meeting
November 12, 2024
Page #2

I do certify that I am the duly elected, qualified and acting Secretary of this company.

I do further certify that the above and foregoing resolution remains in full force and effect and has not been modified, repealed or rescinded in whole or in part.

WITNESS MY HAND in Houma, Louisiana, this 12th day of November, 2024. Donell Donaldson, Secretary, ATTEST: Richard Watkins, President

Roll Call Vote: Richard Watkins-yes, Larry Pete-yes, Donell Donaldson-yes, Ronald Chaisson-yes, Logan Aldridge-yes, April Giles-yes, Lindsay Ocker-yes, Edward Rome-yes and Tracy Schwab-yes. The roll call vote was unanimous.

Danielle Domangue presented the **3rd Quarter Outcomes**.

Donell Donaldson moved, seconded by April Giles, to accept the 3rd Quarter Outcomes. Motion carried.

Herb Ledet presented the **Flood Insurance** renewal policy premium, of \$3,613.00 for the Daralyn Drive Home.

Tracy Schwab moved, seconded by Lindsay Ocker, to accept the flood insurance renewal premium of 3,613.00. Motion carried.

Mary L. Bisland presented a **revision to Policy #V-11**, Preventing Spread of Respiratory Viruses in the Workplace. The last sentence will be removed.

April Giles moved, seconded by Donell Donaldson, to revise Policy #V-11, Preventing Spread of Respiratory Viruses in the Workplace. Motion carried.

Deanna Zeringue presented the following items for **surplus**: A television, DVD player, Kodak projector, shredder, and various items on the asset list to dispose of. A vinyl cutter, Ford tractor and dishwasher was presented to put on surplus.

April Giles moved, seconded by Donell Donaldson, to dispose of the surplus with no value and surplus items with value at no reserve. Motion carried.

Deanna Zeringue presented the **employee benefits/insurance** recommendations from the Finance Committee to change the Blue Cross shadow plan at a 13.9% increase and to keep the same percentage contribution as 2024. And, to keep our current dental provider with Crescent, the Vision provider with Standard and the same provider for the Life insurance under a rate guarantee with no cost increase, and change the disability plan to Hartford with a lower cost to employees with the same benefits.

Lindsay Ocker moved, seconded by April Giles, to accept the changes to the employee insurance and benefits. Motion carried.

Deanna Zeringue presented the **403(b) Plan Audit Report for 2023 and Post Audit Letter**.

Tracy Schwab moved, seconded by Larry Pete, to accept the 403(b) Plan Audit Report for 2023 and Post Audit Letter. Motion carried.

Donell Donaldson moved, to accept the following **403(b) Employer Match Resolution** for 2025.

RESOLUTION OF
THE BOARD OF DIRECTORS
OF TERREBONNE ARC

STATE OF LOUISIANA
PARISH OF TERREBONNE

On the 12th day of November, 2024, 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 2024 for 2025. The formula will continue to be 50% of the employee's deferral up to 8% of compensation for the 2025 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 12th day of November, 2024.

Date: Donell Donaldson, Secretary of TARC's Board of Directors

Roll Call Vote: Richard Watkins-yes, Larry Pete-yes, Donell Donaldson-yes, Ronald Chaisson-yes, Logan Aldridge-yes, April Giles-yes, Lindsay Ocker-yes, Edward Rome-yes and Tracy Schwab-yes. The roll call vote was unanimous.

President's Report-The Board of Directors attendance was reviewed. Tarc's annual longevity award ceremony will be on December 10th. We are requesting to change the time of the December 10th Finance Committee meeting to 5:00 p.m. and the Board of Directors meeting to 5:30 p.m.

Donell Donaldson moved, seconded by April Giles, to change the time of the December Finance Committee meeting to 5:00 p.m. and the Board of Directors meeting to 5:30 p.m. Motion carried.

Executive Directors Report-Department Directors presented information on their Departments.

Larry Pete presented the **Executive Committee Report** of October 28, 2024.

Ronald Chaisson moved, seconded by Logan Aldridge, to accept the Executive Committee Report of October 28, 2024. Motion carried.

Deanna Zeringue presented the **Finance Committee Report** of November 12, 2024.

Larry Pete moved, seconded by Ronald Chaisson, to accept the Finance Committee Report of November 12, 2024. Motion carried.

Lindsay Ocker presented the **TARC Advocate Report** of November 12, 2024.

Tracy Schwab moved, seconded by Ronald Chaisson, to accept the TARC Advocate Report of November 12, 2024. Motion carried.

April Giles moved, seconded by Donell Donaldson, to **adjourn**. The meeting adjourned at 7:05 p.m.

Respectfully Submitted,



Donell Donaldson, Secretary



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



Approved: Richard Watkins, President