

Terrebonne ARC
Board of Directors Meeting
Tuesday, July 8, 2025

Tracy Schwab, Vice-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: Tracy Schwab, Donell Donaldson, Ronald Chaisson, Logan Aldridge, April Giles, Lindsay Ocker, Larry Pete, Edward Rome and Richard Watkins. Those absent was: Mike Allemand, President. A quorum was present. Staff present were: Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Rodger Shelton, Tiffany Brunet, Erica Pellegrin and Danielle Domangue. Mary L. Bisland led the group in **prayer** followed by the **pledge** by Lindsay Ocker.

Approval of the agenda- April Giles moved, seconded by Edward Rome, to approve the agenda. Motion carried.

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

Donell Donaldson presented the **Secretary's report of June 10, 2025.**

Larry Pete moved, seconded by April Giles, to accept the Secretary's report of June 10, 2025. Motion carried.

Deanna Zeringue presented the **Food and Supply bids** for the period of June 1, 2025 to December 31, 2025.

Edward Rome moved, seconded by Larry Pete, to accept the Food and Supply bids for the period of June 1, 2025 to December 31, 2025. Motion carried.

Deanna Zeringue presented an **Engagement Letter**, from Bourgeois Bennett, for the Financial Statements for the FYE 6/30/2025, 6/30/2026 and 6/30/2027.

Donell Donaldson moved, seconded by Ronald Chaisson, to accept the Engagement Letter from Bourgeois Bennett for the Financial Statements for the FYE 6/30/2025, 6/30/2026 and 6/30/2027. Motion carried.

Donell Donaldson moved to accept the following resolution for the **La. Compliance Questionnaire:**

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

STATE OF LOUISIANA, PARISH OF TERREBONNE

On the 8th day of July, 2025, at a meeting of the Board of Directors of Terrebonne ARC, held in the city of Houma, Terrebonne Parish, Louisiana with a quorum of the Board members present, the following business was conducted.

WHEREAS, the Louisiana Compliance Questionnaire is a required part of a financial audit of Louisiana governmental units, and

WHEREAS, upon completion, the questionnaire must be presented to and adopted by the governing body by means of formal resolution in an open meeting, and

WHEREAS, the completed questionnaire and copy of the adoption instrument, must be given to the auditor, and

NOW, THEREFORE BE IT RESOLVED, by the Terrebonne ARC Board of Directors, that the Louisiana Compliance Questionnaire for Fiscal Year Ending June 30, 2025 as presented, be hereby accepted, and approved and that a copy of this resolution be forwarded to the firm of Bourgeois Bennett, L.L.C.

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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 meeting of the Board of Director of Terrebonne ARC held on the 8th day of July, 2025.

THUS, DONE AND SIGNED, after a reading of the whole at Houma, Terrebonne Parish, Louisiana, this 8th day of July, 2025. Donell Donaldson, Secretary of TARC's Board of Directors.

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

Tiffany Brunet presented **change order #2** for Houma Grown, in the amount of \$2, 472.50, for an enlarged cement slab, for the condensing units.

Donell Donaldson moved, seconded by Edward Rome, to accept change order # 2, for \$2,472.50. Motion carried.

Tiffany Brunet presented **change order #3** for Houma Grown, in the amount of \$9,515.39, to remove the existing suspended ceiling grid and replace with a new one, per specifications.

Donell Donaldson moved, seconded by Edward Rome, to accept change order #3, for \$9,519.39. Motion carried.

Tiffany Brunet presented clover stations to **surplus**.

Edward Rome moved, seconded by Ronald Chaisson, to dispose of the surplus. Motion carried.

Mary L. Bisland presented an antique scale and wine barrel for surplus.

April Giles moved, seconded by Ronald Chaisson, to surplus the items, with no reserve. Motion carried.

Tiffany Brunet presented bids for **cement** at Cedar Chest East, to provide twenty parking spaces, in the front of the building.

Richard Watkins moved, seconded by Edward Rome, to accept the bid of \$30,799.80, for the cement. Motion carried.

Deanna Zeringue presented **flood insurance** quotes for TARC's properties.

Richard Watkins moved, seconded by Donell Donaldson, to re-affirm to not have flood insurance on TARC's properties, with the exception, of the Daralyn home. Motion carried.

Rodger Shelton presented the **Transportation Department procedure manuals**.

Edward Rome moved, seconded by Lindsay Ocker, to accept the Transportation Department procedure manuals. Motion carried.

Committee Goals and Objectives:

Donell Donaldson presented the **Executive Committee** Goals and Objectives.

Donell Donaldson moved, seconded by Ronald Chaisson, to accept the Executive Committee Goals and Objectives. Motion carried.

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Tracy Schwab presented the **Policy Committee** Goals and Objectives.

Donell Donaldson moved, seconded by Edward Rome, to accept the Policy Committee Goals and Objectives. Motion carried.

Tracy Schwab presented the **Programs Committee** Goals and Objectives.

April Giles moved, seconded by Lindsay Ocker, to accept the Programs Committee Goals and Objectives. Motion carried.

Tracy Schwab presented the **Individual/Family Grievance Committee** Goals and Objectives.

Donell Donaldson moved, seconded by Larry Pete, to accept the Individual/Family Grievance Committee Goals and Objectives. Motion carried.

President's Report-The Board of Directors attendance was reviewed.

The **Board members self-assessments** were reviewed.

Edward Rome moved, seconded by Lindsay Ocker, to accept the Board members self-assessments. Motion carried.

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

Logan Aldridge presented the **Strategic Planning Committee Report** of June 26, 2025.

Ronald Chaisson moved, seconded by April Giles to accept the Strategic Planning Committee Report of June 26, 2025. Motion carried.

Deanna Zeringue presented the **Finance Committee Report** of June 10, 2025.

Ronald Chaisson moved, seconded by Donell Donaldson, to accept the Finance Committee Report of June 10, 2025. Motion carried.

Lindsay Ocker presented the **TARC Advocate Report** of June 10, 2025.

Edward Rome moved, seconded by April Giles, to accept the TARC Advocate Report of June 10, 2025. Motion carried.

Lindsay Ocker moved, seconded by Richard Watkins, to **adjourn**. Motion carried. The meeting adjourned at 7:15 p.m.

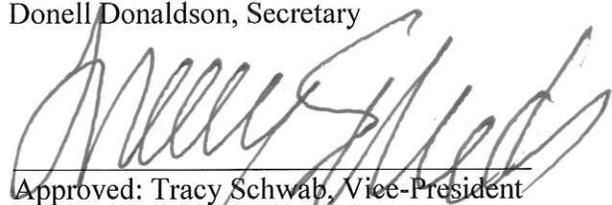
Respectfully Submitted,



Donell Donaldson, Secretary



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



Approved: Tracy Schwab, Vice-President