



St. Tammany Parish
Recreation District #4
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Pat Brister, Parish President
Jake Groby, Councilman

Board Members
Jacki Schneider, Chair
Michelle Cusimano, Antoinette Wright,
Gerrin Narcisse, Lenny Schmidt,
Al Hamauei, Jody Charbonnet

Board of Directors

Meeting Minutes

February 3, 2018 (reschedule of January 18, 2018 meeting)

- 1. Call to Order: 10:05am**
- 2. Opening Prayer & Pledge of Allegiance to our Flag**
- 3. Roll Call: Gerrin Narcisse- present**
Michelle Cusimano- absent
Jacki Schneider- present
Antoinette Wright- present
Al Hamauei- present
Lenny Schmidt- present
Jody Charbonnet- present

(Jacki presented the Legal Purpose of Open Meeting Law)
(Swearing in of the new board member Jody Charbonnet)

- 4. Approval of Minutes: Approval of December 13th, 2017 meeting minutes. Jacki mentioned that there are some corrections that need to be made to the December 13th, 2017 meeting minutes. Al moves for approval of the December 13th, 2017 meeting minutes with the corrections that were mentioned. Lenny seconds the approval of the December 13th, 2017 meeting minutes along with the corrections that need to be made. All board members are in favor. Motion passes.**

5. **Financial Report-Resolution Regarding Bank:** In each packet that was handed out was a resolution regarding the bank. Jordan spoke about the resolution. Jordan made a decision to open a Capital One Money Market account. Motion to approve the resolution to put the money into Capital One Bank account at 0.25%. Antoinette makes a motion to approve the resolution. Al seconds the motion to approve the resolution. All board members are in favor, Motion passes.
6. **Director's Report:** Jordan congratulated Coach Pichon for bringing his 5/6 & 9/10 team to another championship. Feb. 10th will be a NACA workshop open to the community, please spread the word. Jordan mentioned, that he attended the Pelican Park board meeting. He mentioned that he learned a lot while attending the meeting. He plans to attend more board meetings there and in neighboring towns as well. Lacombe cheerleaders will be marching in the Titans parade tonight at 5:30. If you plan to attend the parade, please show some support to our Lacombe cheerleaders. We are now taking registration for Baseball, Softball, & T-ball. Flyers have been handed out to schools in the area about Baseball, Softball, & T-ball Registration. Jordan spoke about a member from head start would like to hold a fundraiser here at Lacombe Recreation to raise money for the 2018 improvements. Jordan would like for the staff members to attend different seminars to improve their educational skills. We will be switching back to Netchex from ADP. ADP had some hidden fee's that we were not aware of, and it would be cheaper to stay with Netchex. Jordan would like to continue the tree cutting process that was approved by the board at past board meetings. We have recently received a bill from ChillCo that was a bit pricey. This bill was to repair the two units at the rec that have been neglected for years.

Old Business

1. **Approval of Budget Review and Amending of 2017 Budget:** We cannot go over or under 5% of what we have budgeted for the year. The amending of the budget will take place every month by Jordan. Jordan will go through the figures every month and if it goes over or under 5% Jordan will amend the budget and bring it to the board for the boards approval and the board will pass a resolution on the amendments. Move to approve the amendment of the 2017 budget according to what was done to the budget in 2017. Al moves for approval to amend the 2017 budget according to what was done in 2017. Lenny seconds the motion. All board members are in favor. Motion passes.
 - **Resoultion #13:** Al moves for approval of resolution #13. Al seconds the motion. All board members are in favor. Resolution passes. Lenny had a

question about the 2018 budget. It was clarified that this was for the 2017 budget.

2. **Approval of Revised Financial Policies and Procedures:** Policies and Procedures were discussed in December of 2017. Resolution to approve the Financial Policies and Procedures. Move to approve the resolution for the Policies and Procedures. Antoinette makes a motion to approve the resolution. Gerrin seconds the motion. All board members are in favor. Motion passes.
3. **2018 Budget Approval---Vote and Resolution:** Discussion of the 2017 & 2018 budget. Jacki & Jordan explained how the Capital Outlay budget operates. They explained how we can use the funds in the Capital Outlay account. Al suggest that we should get an accountant to help with our budget and keeping tract of our bank accounts. Beth Ladder had a question about the director's cell phone expense. She made a suggestion about a cheaper company that might save the rec money. She also asked if the phone is property of the rec center. Jordan explained to Mrs. Ladder that we are currently leasing the phone that is added to the cell phone bill each month, and that the phone is definitely the recreations districts property. Mrs. Ladder also had some questions about employee's salaries. Mrs. Ladder had questions had some questions bank charge's. Motion to set the budget for 2018 with the recommendation that we move money from the Capital Outlay account when needed and to adjust the budget when needed and get approved. Motion also stating the reason we passed the motion on February 3rd, 2018 is because January's board meeting was canceled due to severe weather. Lenny makes a motion. Al seconds the motion. All board members are in favor. Motion passes.

New Business

1. **Update on Meeting with Council Members and LLA:** Gerrin, Jordan, and Jacki met with three members of the LLA, several council members, Laurie Pennison, Jake Groby, and legal council from the parish. The meeting was to address some topics that was said at the parish council meeting that was incorrect. The LLA agreed to re audit us again. Once we pass the audit, the LLA will go in front of the parish council meeting and let them know how well we are doing.
2. **Board Retreat February 3, 2018 11:00-1:00 John Davis Park Gym:** There will be a board retreat that will follow the board meeting. The meeting is open to the public. Board members and public will be discussing future projects for Recreation District #4.

Comments from the floor:

Beth Ladder would like to have the 2018 budget added to the website. She would like to have the 2017 board meeting minutes to stay on the website. She would also like the rental contract to be posted on the website. She asked Jordan how many people have used the online payment system. She suggested that we add a service tab to the website to let the community know what services the rec center offers.

- **Motion to adjourn the meeting. Antoinette makes a motion to adjourn the meeting. Gerrin seconds the motion. All board members are in favor.**

Motion to adjourn: 11:11am

