



SMILE Community Action Agency

– Serving St. Martin, Iberia and Lafayette Parishes –

Craig A. Mathews
Chief Executive Officer

SMILE BOARD OF DIRECTORS MEETING NOTICE

SMILE Board Officers

Marlon Lewis
President

Ronald Cormier
Vice-President

Geri Brown
Secretary

Vonda LeBlanc
Treasurer

Jeremiah Sams
Parliamentarian

ST. MARTIN PARISH

Mr. Scody Prade
Ms. Vonda LeBlanc
Mr. Thomas Guidry
Mr. Richard Potier
Mr. Sabastian Calais
Mr. Christopher Bourda

IBERIA PARISH

Ms. Francelle Anthony
Ms. Sandra Moore
Ms. Geri Brown
Ms. Peggy Paul
Ms. Lois Boutte
Mr. Marlon Lewis

LAFAYETTE PARISH

Ms. Janice Dixon
Ms. Mary Batiste
Mr. Ronald Cormier
Mr. Jeremiah Sams
Mr. Robert Mouton, Sr.
VACANT

Chief Executive Officer: Craig A. Mathews

Departmental Directors

Irma Bourgeois, Director of Field Operations
Chantelle Joseph, Chief Financial Officer
Freddia Roberson – Human Resources Director
Ruth Foote, Director of Grants
Vanessa Williams, Special Projects Coordinator
Hilda Wiltz, Resource Program Coordinator
Susannah Malbreaux, RSVP Project Director
Rita McCoy, Executive Administrative Assistant

FROM: GERI BROWN, SECRETARY
SMILE BOARD OF DIRECTORS

DATE: February 22, 2019

SUBJECT: SMILE BOARD OF DIRECTORS MEETING

The SMILE Board of Directors' meeting has been scheduled for:

DATE: Monday February 25, 2019
PLACE: Lafayette Central Office
501 St. John Street
New Iberia, LA 70501
TIME: 6:00 p.m.

Please plan to attend. If you are unable to attend, please contact the Central Office at (337) 234-3272. We look forward to seeing you at the meeting.

(337) 234-3272
www.smilecaa.org

P.O. Box 3343, Lafayette, LA 70502
501 St. John Street

TDD 711
Fax (337) 234-3274

**SMILE Community Action Agency
Board of Directors Meeting Agenda
Monday, February 25, 2019
Lafayette, LA
(1968-2019)**

- I. Call to Order
 - II. Meditation/Prayer
 - III. Pledge of Allegiance
 - IV. The Promise of Community Action/Read in Unison:
Community Action Changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.
 - V. SMILE Mission Statement/Read in Unison:
SMILE Community Action Agency is to serve as a clearinghouse for community needs, with a focus on health, education, and economic stability, the betterment of all disadvantaged individuals, children and families that we encounter.
 - VI. Roll Call
 - VII. SMILE Board of Director's Meeting Protocol (Please be guided by our Protocol located in the front of packet.)
 - VIII. Public Comment – (Blue Cards shall be turned in no later 5:45 p.m.)
 - IX. New Business
 - a. Seating of New Board Member – Senator Gerald Boudreaux (Public Sector)
 - b. SMILE Transportation Information Management System (STIMS) Presentation
 - X. Old or Unfinished Business
 - a. Monthly Board and Committee Meetings Schedule Adjustment
 - XI. Approval of the SMILE Board of Director's Meeting Minutes of January 28, 2019
 - XII. Committee Reports Verbal
 - a. Verbal Report of Finance
 - b. Verbal Report of Human Resources
- No Reports** - Appraisal Committee, Audit and Risk Oversight Committee, Booster Committee, Bylaws Committee, Equal Opportunity Committee, Finance Committee, For Profit Committee, Human Resources Committee and Planning Committee.
- XIII. Action Items (for approval)
 - a. January 2019 Statement of Revenue & Expenditure – Finance
 - b. Personnel Actions
 - Hiring of Permanent Driver
 - Administrative Action – Reorganization of Staff Position/Realignment of Duties
 - Resignations – 3 Drivers

- c. Approval of CSBG Activity Report for the Month of January 2019 – CEO
- XIV. CEO Report for the month of February 2019
 - a. General Operations, Organization Restructuring
 - b. PSA's and Other Media Campaigns
 - c. 50th Anniversary Celebration Update
 - d. New Program Opportunities
- XV. Resolutions
 - a. STIMS Infrastructure Design Build Proposal & Hosting Agreement
 - b. Gloria Foote – Ruth Foote's Mother – SMILE Central Office
- XVI. Correspondence
 - a. STIMS Infrastructure Design Build Proposal & Hosting Agreement
 - b. Lafayette CAC Approval of Board Appointment
 - c. Transportation Coordinator Job Posting
- XVII. Executive Session
 - a. United States Western District Court for the Western District of Louisiana re: Jaime Gabriel vs. SMILE Community Action Agency & Christopher Williams, Civil Action No. 6:19-CV-00087-MJJ-CBW.
 - b. 15th Judicial District Court re: Africa Arceneaux vs. SMILE Community Action Agency, Docket No: C20186487 F.
- XVIII. Announcements
 - a. One Day Introduction to ROMA Training
 - b. RSVP Luncheon – In-Kind Donations – Non Federal Share – March 21, 2019 River Oaks Catering & Event Center
- XIX. Adjournment