



SMILE Community Action Agency

– Serving St. Martin, Iberia and Lafayette Parishes –

Craig A. Mathews
Chief Executive Officer

SMILE Board Officers

Marlon Lewis
President

Ronald Cormier
Vice-President

Lois Boutte
Secretary

Vonda LeBlanc
Treasurer

Mary Batiste
Parliamentarian

SMILE BOARD OF DIRECTORS MEETING NOTICE

ST. MARTIN PARISH

Mr. Scody Prade
Ms. Vonda LeBlanc
Mr. Thomas Guidry
Mr. Zachary Landry
Ms. Helen Wiltz
VACANT

IBERIA PARISH

Ms. Francelle Anthony
Ms. Sandra Moore
Ms. Percie Jefferson
Ms. Margaret Olivier
Ms. Lois Boutte
Mr. Marlon Lewis

LAFAYETTE PARISH

Ms. Nanette Phillips
Ms. Mary Batiste
Mr. Ronald Cormier
Ms. Janice Dixon
Mr. Robert Mouton, Sr.
Mr. Amos Williams

Chief Executive Officer: Craig A. Mathews

Departmental Directors

Irma Bourgeois – Director of Services
Chantelle Joseph – Chief Financial Officer
Freddia Roberson – Chief Operations Officer/HR Manager
Ruth Foote – Director of Grants/Communications
Marcus Harris – Affordable Housing Development Director
Vanessa Williams – Special Projects Coordinator
Hilda Wiltz – Resource Program Coordinator
Cynthia Lewis – RSVP Project Coordinator
Rita McCoy – Executive Administrative Assistant/HR Assistant

FROM: LOIS BOUTTE, SECRETARY
SMILE BOARD OF DIRECTORS

DATE: February 20, 2020

SUBJECT: SMILE BOARD OF DIRECTORS MEETING

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

DATE: Thursday February 27, 2020

PLACE: Lafayette Central Office
501 St. John Street
Lafayette, LA 70560

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
Thursday, February 27, 2020
Lafayette, LA
(1968-2020)**

REVISED AGENDA

- I. Call to Order
- II. Moment of Silence
- 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. Guest in the Audience (if any)
- X. Seating of Board Member (St. Martin Public Sector)
- XI. Approval of the SMILE Board of Director's Meeting Minutes of January 27, 2020
- XII. Approval of the SMILE Special Call Board of Director's Meeting Minutes of February 3, 2020.
- XIII. New Business
 - a. Audit Report FY Ending May 31, 2019
 - b. Legal Counsel Selection
 - c. Mr. Zachary Landry – Meeting Protocol
- XIV. Old or Unfinished Business
 - a. Committee Assignments 2020

- XV. Committee Reports
 - a. Finance Committee

No Reports - Appraisal Committee, Audit and Risk Oversight Committee, Booster Committee, Bylaws, Equal Opportunity Committee, Finance Committee, For Profit Committee, Human Resources and Planning Committee

- XVI. Action Items (for approval)
 - a. January 2020 Statement of Revenue & Expenditure Report & Balance Sheet - Finance
 - b. Approval of CSBG Activity Report – CEO
 - c. Personnel Action – HR
 - d. Customer Satisfaction Policy
 - e. Customer Satisfaction Survey Results
 - f. FY19 CSBG Annual Performance Evaluation

- XVII. CEO Report for the month of February 2020

- XVIII. Resolutions
 - a. None

- XIX. Correspondence
 - a. LDR Exemption to Conduct Charitable Gaming

- XX. Announcements
 - a. American Heritage Foundation Gala
 - b. SMILE Annual Gala

- XX. Adjournment