



# 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  
Charae Benjamin

### IBERIA PARISH

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

### LAFAYETTE PARISH

Ms. Nanette Phillips  
Ms. Mary Batiste  
Mr. Ronald Cormier  
Ms. Michael Toussaint  
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/EO  
Cynthia Lewis – RSVP Project Coordinator  
Rita McCoy – Executive Administrative Assistant/HR Assistant

**FROM:** LOIS BOUTTE, SECRETARY  
SMILE BOARD OF DIRECTORS

**DATE:** September 23, 2020

**SUBJECT:** SMILE BOARD OF DIRECTORS MEETING

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

**DATE:** Monday September 28, 2020

**PLACE:** Iberia CAC  
722 Walton Street  
New Iberia, 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 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, September 28, 2020  
Lafayette, LA  
(1968-2020)  
AGENDA**

- I. Call to Order
  - II. 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. Guest in the Audience (if any)
  - X. Approval of the SMILE Board of Director's Meeting Minutes of August 28, 2020
  - XI. Committee Reports
    - a. Finance Committee
    - b. CHDO Committee
- No Reports:** Bylaws Committee, CHDO Committee, Equal Opportunity Committee, and Executive/Appraisal Committee and Planning Committee.
- XII. New Business/Action Items (for approval)
    - a. August 2020 Statement of Revenue & Expenditure Report & Balance Sheet – Finance
    - b. Approval of CSBG Activity Report August 2020 – CEO
    - c. Board Member Observations - Zachary Landry

- XIII. Old or Unfinished Business
  - a. None
- XIV. Resolutions
  - a. None
- XV. Correspondence
  - a. HUD Monitoring Report
- XVI. Announcements/Discussion
  - a. None
- XVII. Executive Session
  - a. None
- XX. Adjournment