



SMILE Community Action Agency

– Serving St. Martin, Iberia and Lafayette Parishes –

Craig A. Mathews
Interim CEO

SMILE Board Officers

Marlon Lewis
President

Mary Batiste
Vice-President

Geri Brown
Secretary

Vonda LeBlanc
Treasurer

VACANT
Parliamentarian

SMILE BOARD OF DIRECTORS MEETING NOTICE

ST. MARTIN PARISH

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

IBERIA PARISH

Ms. Francella 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 Bruno, Sr.
VACANT

Interim 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: December 13, 2018

SUBJECT: SMILE BOARD OF DIRECTORS MEETING

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

DATE: Monday December 17, 2018
PLACE: St. Martin Parish School Board Office
600 Corporate Blvd.
Breux Bridge, LA 70517
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, December 17, 2018
Lafayette, LA
(1968-2018)**

- I. Call to Order
- II. Meditation
- 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. Seating of Board Member (Lafayette Parish)
- X. Old or Unfinished Business
 - a. HR Audit Report
- XI. New Business
 - a. Nomination Committee Report
 - b. Results of CEO Interview
- XII. Approval of the SMILE Board of Director's Meeting Minutes of November 26, 2018
- XIII. Committee Reports
 - a. Finance Committee Report of December 10, 2018
 - b. Human Resources Committee Report of December 10, 2018

No Report - Appraisal Committee, Audit and Risk Oversight Committee, Booster Committee, Bylaws Committee, Communications Committee, Equal Opportunity Committee, For Profit Committee and Planning Committee.
- XIV. Action Items
 - a. November 2018 Statement of Revenue & Expenditure – Finance
 - b. Approval of CSBG Activity Report for the Month of November 2018 – CEO
 - c. Personnel Actions

- XV. CEO Report for the month of December 2018
- XVI. Resolutions
- XVII. Correspondence
 - a. 2019 ACAP Winter Training Conference – Marksville, LA
 - b. Louisiana Legislative Auditor’s Extension of Annual Financial Report Letter
 - c. Deidre Ledbetter’s 10 Year Service Award
- XVIII. Executive Session
 - a. Africa Arceneaux vs. SMILE Community Action Fifteenth Judicial District Court D# C-20186487F
- XIX. Announcements
 - Christmas Holiday Social – December 21, 2018
- XX. Adjournment