

**OFFICIAL SMILE BOARD OF
DIRECTORS' MEETING MINUTES**

DECEMBER 16, 2016

OFFICIAL MINUTES

Call To Order:

The meeting was called to order by Mr. Richard Potier, Board President, at 6:30 p.m. The meeting was held at the St. Joseph Catholic Church Learning Center in Broussard, LA.

Moment of Silence:

The Board members committed a moment of silence.

Pledge of Allegiance:

The Board recited the Pledge of Allegiance.

The Promise of Community Action:

The Board recited the Promise of Community Action.

SMILE's Mission Statement

The Board recited SMILE's Mission Statement.

Roll Call:

St. Martin Parish

Mr. Thomas Guidry
Mr. Richard Potier
Mr. Zachary Landry
Mr. Scody Prade
Ms. Vonda LeBlanc
Mr. Christopher Bourda

Iberia Parish

Ms. Peggy Paul
Ms. Deidre Ledbetter
Ms. Geri Brown
Mr. Wallace Ozene

Lafayette Parish

Mr. Kendall Wiltz
Mr. John Billiot
Mr. Marcus Bryant
Ms. Africa Arceneaux

Members Absent

Ms. Cassandra Watson
Mr. Fernando Perez Viart
Ms. Monica Bergeron

Ex-Officio Members Absent

Ms. Lisa Romero
Ms. Sherial Connor-Scott

Staff Present

Ms. Rachel Brown	Mr. Brian Bernard
Ms. Rita McCoy	Mr. Michael Sorrell
Ms. RoxAnne Chaisson-Pitre	Ms. Joyce Sorrell
Ms. Ruth Foote	Ms. Jaime Gabriel
Mr. Mary Cobb	Ms. Susannah Malbreaux
Ms. Rosalie Brannon	Ms. Hilda Wiltz

Mr. Richard Potier, Board Chair, announced that there was a quorum and the meeting could proceed.

Introduction of Guest(s) in the Audience

Mr. Chris Williams, CEO Candidate, Mrs. Gayle Guidry, Mr. Lloyd Lee and Mr. George Ledbetter were guests in the audience.

Acceptance of the Minutes

Motion by Ms. Geri Brown and seconded by Mr. John Billiot to accept the November 28, 2016 board minutes with corrections if any. Motion carried.

Verbal Report of the Human Resource Committee December 16, 2016

Ms. Rosalie Brannon, HR Director reported the HR Committee did not meet because they did not have quorum and will be reporting to the full board.

Old Business

None

New Business

None

Personnel Actions

Motion by Mr. John Billiot and seconded by Mr. Zachary Landry to accept the corrected copy of Personnel Actions for December 16, 2016. Motion carried.

Verbal Report of the Finance Committee of December 12, 2016

Mr. Wallace Ozenne, Finance Committee member reported the Finance meeting was held on December 12, 2016 via conference call. The meeting began at 6:05pm with a moment of silence. Present on the call was Mr. Wallace Ozenne, Mr. Thomas Guidry, Mr. Zachary Landry, Ms. Lisa Romero and Ms. Vonda LeBlanc. Staff present on the call were Ms. Rachel Brown, Acting CFO, Ms. Brenda Foulcard, Interim CEO and Ms. Mary Russell Cobb, HS/EHS Director. There was no old business.

New Business

Mr. Ozenne reported the liabilities was bought to the finance committee and the board suggested that Ms. Foulcard go back and revisit the liabilities. He reported there is a \$17,000.00 excess of 401k funds which is not earmarked. He stated the floor was opened for suggestions or recommendations of where the money could go. Mr. Landry suggested we address the most critical which is the court order judgement. Ms. Romero suggested that a counter offer for half of the liability be an option. Mr. Wallace Ozenne moved to approve to renegotiate for half of settlement to board.

Ms. Ozenne reported it was motioned by himself and seconded by Mr. Zachary Landry to suggest a counter offer for half of the liability. Motion carried.

Ms. Ozenne reported the potential contract liability is asking for \$17,000.00 immediately and payments of \$2,000.00 for the next 5 months and the remaining balance of \$5,588.96 will accept as in-kind. Mr. Ozenne suggested to go back and renegotiate first installment.

Ms. Ozenne reported it was motioned by Mr. Landry that the committee ask permission from the board for Ms. Foulcard to renegotiate a final amount and seconded by Mr. Wallace Ozenne. Motion carried. Mr. Ozenne reported that he made a motion to adjourn the meeting at 6:31p.m and second by Mr. Landry, and all was in favor.

Old Business

None

New Business

None

Motion by Mr. John Billiot and seconded by Ms. Geri Brown to accept the Finance Committee report of December 12, 2016. Motion carried.

Report of the Planning Committee of December 15, 2016

No Report

Report of the Equal Opportunity Committee of December 15, 2016

None

Interim Chief Executive Officer's Report

In lieu of Ms. Brenda Foulcard, Interim CEO be absent Ms. Rachel Brown, Acting CFO gave the Interim CEO's report for December 2016 and reported that her report is as submitted but need to address the updated Organizational Standards on Customer Service Satisfaction Survey Results.

Ms. Ruth Foote, Director of Grants/Communications handed out the Customer Service Satisfaction Survey Results form that was compiled by Mr. Joe Gregory, Quality Control Specialist. She reported the form is designed for you to see what clients are saying about the service they receive.

Ms. Foote explained we need for the customer satisfaction survey to be approved as part of the minutes in order for the organizational standards be completed.

Motioned by Mr. John Billiot and seconded by Ms. Geri Brown to accept the Customer Service Satisfaction Survey Results form. Motion carried.

Head Start Disability Waiver

Ms. Mary Russell Cobb, HS/EHS Director requested approval to apply for a Head Start Disability Waiver. She explained that the Head Start program is required to have 10% of children with disabilities in the program. She reported the program has a funding enrollment of 1492 students they would need a 142 students with disabilities.

She explained they applied for a student reduction of 1394 and 10% of the required number of children with disabilities needed is 139. She reported presently the head start program has a 176 children with disabilities served in the program since August 2016. However the new Performance Standards and Head Start Act have a conflict within them. The Head Start act is stating that we have to have 10% of our actual enrollment and the Performance Standards states that we have to have 10% of our funding enrollment. However, they have stopped letting us add student within the last 60 days of the program year, so we don't know if they may raise the number to a higher number of students. With that being said she would like to be proactive and apply for the waiver to prevent from being penalized if that number should increase.

Motioned by Mr. Zachary Landry and seconded by Ms. Deidre Ledbetter to approve applying for the Disability Waiver. Motion carried.

Motion by Mr. John Billiot and seconded by Ms. Geri Brown to accept the Interim CEO's report and CSBG Activity report for the month of November 2016. Motion carried.

Resolutions

Motion by Ms. Geri Brown and seconded by Ms. Deidre Ledbetter to send condolence resolutions out to the families. Motion carried.

Correspondences

Motion by Ms. Geri Brown and second by Ms. Deidre Ledbetter to accept the correspondences included in packet. Motion carried.

Unfinished Business

Hiring of CEO and Official Starting Date

Mr. Richard Potier reported he met with the CEO Executive Search Committee and they agreed to move to the next finalist for the CEO position which is Mr. Christopher Williams, Ph.D. and need a motion to move forward.

Motioned by Mr. Zachary Landry and seconded by Ms. Deidre Ledbetter to move to the next finalist for the CEO position.

A Roll Call Vote was taken:

Deidre Ledbetter – Yes	Richard Potier – Yes	Kendall Wiltz – No
Geri Brown – Yes	Zachary Landry – Yes	Africa Arceneaux – No
Peggy Paul – Yes	Vonda LeBlanc – No	John Billiot – No
Wallace Ozenne – No	Thomas Guidry – No	Marcus Bryant - Yes
	Scody Prade – Yes	
	Christopher Bourda – No	

The vote was tied therefore the Board continued with the item on the agenda, therefore Mr. Williams was named the CEO, and starting date will be January 03, 2017.

New Business

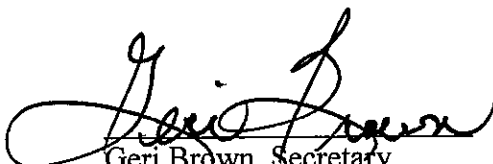
None

Announcements

None

Adjournment

Motion by Ms. Geri Brown seconded by Mr. Zachary Landry to adjourn at 8:00 p.m. Motion carried.



Geri Brown, Secretary
SMILE Board of Directors