



SMILE Community Action Agency

– Serving St. Martin, Iberia and Lafayette Parishes –

Craig A. Mathews
Chief Executive Officer

SMILE Board Officers

Ronald Cormier
President

Keidrian Kunkel
Vice-President

Vonda LeBlanc
Secretary

Jessie Boudreaux
Treasurer

Michael Toussaint
Parliamentarian

SMILE BOARD OF DIRECTORS MEETING NOTICE

ST. MARTIN PARISH

Mr. Scody Prade
Ms. Vonda LeBlanc
Ms. Helen Wiltz
Ms. Melinda Mitchell
Ms. Margaret Potier
Mr. Don Resweber

IBERIA PARISH

Ms. Whiland Williams
Ms. Sandra Welcome
Ms. Margaret Olivier
Mr. Jessie Boudreaux
Mr. Marlon Lewis
Ms. Lechia Banks

LAFAYETTE PARISH

Mr. Michael Toussaint
Ms. Amanda Martin
Mr. Ronald Cormier
Ms. Keidrian Kunkel
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
Ruth Foote – Director of Grants/Communications
Marcus Harris – Affordable Housing Development Director
Hilda Wiltz – Resource Program Coordinator/EOO
Cynthia Lewis – RSVP Project Coordinator
Rita McCoy – Executive Administrative Assistant/HR Assistant

FROM: VONDA LEBLANC, SECRETARY
SMILE BOARD OF DIRECTORS

DATE: June 20, 2023
SUBJECT: SMILE BOARD OF DIRECTORS MEETING

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

DATE: Monday June 26, 2023
PLACE: Lafayette Central Office
501 St. John Street
Lafayette, 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, June 26, 2023
(Lafayette Central Office)
(1968-2023)**

- I. Call to Order **(5 Minutes)**
- II. Invocation
- 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 serves 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 **(2 Minutes)**
- VII. SMILE Board of Director's Meeting Protocol (Please be guided by our Protocol located in the front of packet.) **(1 Minute)**
- VIII. Public Comment – (Blue Cards shall be turned in no later 5:45 p.m.) **(3 Minutes If needed)**
- IX. Guest in the Audience (if any) **(2 Minutes If needed)**
- X. President's Observations/Remarks **(3 Minutes)**
- XI. Consent Agenda **(5 Minutes)**
 - a. Administrative & Board Committee Reports (Finance Committee & HR Committee)
- No Reports** – Bylaws, CHDO, Equal Opportunity, and Planning Committees
- XII. Approval of the SMILE Board of Director's Meeting Minutes of April 24, 2023 **(2 Minutes)**
- XIII. **Executive Session (10 Minutes)** The Board of Directors shall discuss the following legal matters in a closed Execution Session: Elizabeth Journet (Plaintiff) vs. Craig A. Mathews (Defendant), Civil Action NO. 6:23-CV-00358-TAD-CBW, Judge Terry A. Doughty
- XIV. New Business **(15 Minutes)**
 - a. Lafayette Low-Income Sector Election Results
 - b. Notice of Resignation from Board – Amos Williams

- c. Board Application for Lafayette Public Sector Vacancy
- XV. Old or Unfinished Business **(10 minutes)**
 - a. None
- XVI. Action Items (for adoption/approval) **(15 Minutes)**
 - a. CEO Report – April & May 2023
 - b. April & May 2023 Statement of Revenue & Expenditure Report & Balance Sheet – Finance
 - c. Approval of CSBG Activity Report April - May 2023 - CEO
 - d. Personnel Actions April - May 2023 – HR
- XVII. Resolutions **(2 Minutes)**
 - a. Ms. Brenda Williams Lopez – Marcus Harris Mother-in-Law – SMILE Central Office
- XVIII. Correspondence **(2 Minutes)**
 - a. SMILE CAA – Youth Initiative Event “Bridging the Gap” – 6/17/23.
 - b. Louisiana Workforce Commission – Expungement Initiative Event – 6/21/23.
- XIX. Announcements/Discussions **(5 Minutes)**
 - a. NCAP Annual Convention – Atlanta, GA
- XX. Adjournment