



LOUISIANA CLERKS OF COURT ASSOCIATION

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APPROVED MINUTES

BOARD OF DIRECTORS Wednesday, February 19, 2020 1:00 PM Baton Rouge, LA

The Louisiana Clerks of Court Association Board of Directors met on February 19, 2020 at 1:00 p.m. in Baton Rouge, Louisiana. Brian Lestage, President called the meeting to order. An opening prayer was given by Randy Deshotel and Jeff Skidmore led the Pledge of Allegiance.

Secretary Annette Fontana called the roll with the following board members present:

Brian Lestage, Bridget Hanna, Robin Hooter, Randy Deshotel, Annette Fontana, Richard "Rick" Arceneaux, Mark Graffeo, Kim Turlich-Vaughan, Steve Andrews, Johnny Crain, Jr., Theresa Robichaux, Louis Perret, Mike Spence, Marion Hopkins, Christy Lee, Jeff Skidmore, David Dart, Rodd Naquin and Diane Meaux Broussard.

Also present: Debbie Hudnall, Darlene Landry, Shane LeBlanc and Ron Looney.

Debbie Hudnall introduced Susan Allsup who is now working for the Association.

Oaths of Office

Brian Lestage administered the oath of office to Christy Lee, 6th District Member.

Approval of the Minutes from December 2019

A motion to approve the prior minutes was made by Steve Andrews and seconded by Jeff Skidmore. The motion passed without opposition.

Financial Report - Association

Rick Arceneaux, Treasurer reported the balance sheet, January 31, 2020 with total current assets at \$644,307, total property and equipment of \$11,283, total other assets of \$92,330 for total assets of \$747,920. Total current liabilities of \$72,005 were reported, total capital of \$675,915. Total liabilities and capital equaling the assets of \$747,920.

He presented the Income Statement for the seven months ending January 31, 2020. The total current month revenue is \$66,281. The total current year-to-date revenue is \$506,399. The total expenses for the month were \$80,403. The total current year-to-date expenses were \$525,068. The net loss for the current month is \$14,122 and for the year-to-date net loss is \$18,669.

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A motion by Randy Deshotel was made to receive the Financial Report, second by Kim Turlich-Vaughan. All voted in favor to receive the Financial Report.

Debbie Hudnall reviewed the audit proposals for the Association and Supplemental Fund from Duplantier, Hrapmann, Hogan and Maher. The Association proposal is for a three-year term with a fee range of \$7,005-\$8,020. The Supplemental Fund proposal is also a three-year term with a fee range of \$3,850-\$4,200. A motion was made by Mark Graffeo to approve the proposals are presented. The motion was seconded by Rick Arceneaux. **MOTION CARRIED.**

BOARD REPORTS

LCRAA

Rick Arceneaux reported on LCRAA. The LCRAA Board met on February 11, 2020. There are 59 participating parishes, 58 of which have records.

The E-filing and E-Recording Software are both progressing.

For the 12 months ending June 30, 2019, total assets were \$4,605,000 and total current liabilities of \$38,610. Total liabilities are \$4,566,822. Net position total of \$4,605,000. There are still outstanding grants totaling \$561,000. For the current month of January 31, 2020, he reported total revenues of \$117,485, the year-to-date total revenue of \$949,501. Portal direct costs for the current month of \$111,548 and year-to-date of \$484,850. Grants for current month of \$31,600 and year-to-date of \$153,857. Administrative costs for current month of \$8,832 and year-to-date of \$66,969. A total net loss of the month \$34,495 and net income for year-to-date \$243,825.

Administrative Report: Renewal of the portal contract that will be a 3-year term with 10% increase. Board elections in March at the conference. Report to Legislature due before March 9, 2020.

Rick reported that there are 10 prior grants still in progress. For the second quarter there were 9 applications from 8 parishes. Six of the applications were approved totaling \$135,841 to St. Mary, Catahoula, St. John and Richland. Three parishes denied: E. Carroll, Grant, New Iberia.

Retirement and Relief Fund

Brian Lestage discussed the money managers and their advice. There was a 6.4% gain in the last quarter and 19.1% for the last year. Total fund is up \$25 million. Overall, Brian advised that the Fund is doing well.

Brian informed the Board that Actuary Gary Curran explained that a change in the mortality rate will affect the employer contribution rate. Brian also reported the Retirement Board had approved the employer contribution rate of 21% effective July 1, 2020.

Supplemental Compensation Board

Chris Kershaw gave a report on the financials ending January 31, 2020 with total cash \$57,000, accounts receivable of \$127,000 and total current assets of \$185,000. Account Payable of \$133,000, total capital \$51,000, and total liability and capital of \$185,000. He also discussed the Income Statement through seven months with total current revenue was \$120,000 and the year to date revenue \$936,000. January expenses only \$133,000 and year to date \$937,000. There was a lost \$12,000 for the month of January, but year to date is only down by \$1,700.

COMMITTEE REPORTS

2020 Conference Report

Brian Lestage reported on the 2020 Clerk's Conference in Lake Charles from March 24 – 27, 2020.

Education Committee

Theresa reported the next institute will be on August 18 through August 21, 2020.

Scholarship Committee

Applications for the scholarship committee will go out March 1, 2020.

Executive Director Report

Legislative Day

Debbie reported Legislative Day will be on April 21, 2020. She encouraged everyone to attend and personally invite your Legislators to join. Rooms are reserved at the Capital Hilton. Twenty-five are available to book. Bridget suggested having a Clerk's only meeting.

Legislation

There are many new legislators. Arwin Bascle has solicited help of Cornerstone to assist with legislation this year no extra cost to the Association. Those individuals are Steven Ledet, Neil Patel, Paul Rainwater, and Gabrielle Keys.

Debbie discussed the following legislation:

1. Marriage License – She had met with Attorney Sheri Morris, three attorneys with DHH and Devin George with Vital Records to discuss legislation that would amend marriage license law to coincide with the ruling of the Federal Judge.
2. Electronic Bulletin Board- Legislation that would provide for electronic bulletin board on state-wide portal in case of emergencies.
3. Drainage Records – Repeal law to required drainage book.

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4. Birth Certificates - Birth Certificates for children of the military born outside of the country would be filed with the Clerk. Clerk would send copy to Vital Records for a central location.

5. Mortgage Certificates – An increase in fees based on 4 tiers.

Debbie also reported that she had a meeting with DCFS about the contract that was made in 1997 in reference to child support. She received an email after the meeting, and they agreed to a 60% increase. The federal partners approved but asked her to discuss with the sheriff's and see if they can also agree.

Debbie also recommends that Clerks start paying the sheriff's out of parish fees.

District Reports

District 1 – Have not met. Will meet next month.

District 2 – There was no report.

District 3 – There was no report.

District 4 – They were meeting today regarding Software and Services and their relationship with the Clerk's Association.

District 5 – They met at the Institute and have 5 new clerks. The new clerk training is March 3-4.

District 6 – Did not meet but they did discuss Supreme Court partial payments.

District 7 – They got together at Institute. They raised concern about partial payments.

District 8 – There was no report. David Dart reported on the Judicial Council and did raise concern regarding partial payments and encouraged Clerks to reach out to their Justices.

District 9 – No report.

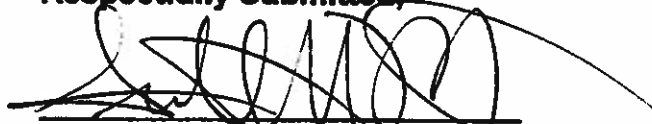
Other Business

Access to Judgment - A representative of Access to Judgment has asked to come to the conference and talk to the clerks regarding a court cost - \$10.00 additional fee


Adjournment

With their being no other business. A motion to adjourn was made by Steve Andrews, second by Robin Hooter. The motion passed without opposition.

Respectfully Submitted,


Annette Fontana, Secretary

APPROVED:


Brian Lestage, President