

APPROVED MINUTES

LOUISIANA CLERKS OF COURT ASSOCIATION BOARD OF DIRECTORS MEETING MONDAY, MARCH 19, 2018 BATON ROUGE, LOUISIANA 1:00 P.M.

The Louisiana Clerk of Court Board of Directors meeting was held on the above date at the Association Office and called to order by President Rick Arceneaux. Steve Andrews gave the opening prayer and Connie Couvillon led the Pledge of Allegiance.

Secretary Robin Hooter called roll and the following members were present: Rick Arceneaux, Steve Andrews, Brian Lestage, Bridget Hanna, Robin Hooter, Randy Deshotel, Kim Turlich-Vaughan, David Dart, Johnny Crain, Jr., Becky Patin, Mike Spence, Carol Jones, Connie Couvillon, Jeff Skidmore and Diane Meaux Broussard.

Also present: Executive Director Debbie Hudnall, Holli Vining, Susan Racca, Darlene Landry, Annette Fontana, Rodd Naquin, Greg Brown, Ron Looney and Chris Kershaw.

Approval of Minutes

Motion was made by Jeff Skidmore and seconded by David Dart to approve the minutes of November 29, 2017. Motion passed without opposition.

Financial Reports

Treasurer Randy Deshotel presented the financial reports for the Association through February 28, 2018. Randy stated the total current assets are \$554,600, total other assets of \$143,000 for total assets of \$708,000. He also reported total current liabilities of \$53,487, total capital of \$654,000 with total liabilities and capital of \$708,000. Randy then reported total current ytd revenues of \$684,468, total expenses of \$668,900 for a net income of \$15,530. Motion was made by Kim Turlich-Vaughan and seconded by David Dart to receive the report as presented. Motion passed without opposition.

Board Reports

LCRRA

President Rick Arceneaux reported the Board met February 20, 2018. He reported 54 member parishes with 50 active parishes that include 24.8M land records, and 1.3M marriage records. There are currently 6,530 users with 4,200 in Louisiana. Rick reported there have been 48,000 land searches and 3,000 marriage searches in 2017. He then presented the financial reports for the LCRAA Board for the period ending January 31, 2018. He reported total assets of \$3.479M, \$418,540 in grants that have been awarded but not paid with a total net amount for the 7 months of FYE 6/18 of \$399,350. Rick also reported the board approved retaining Sheri

Morris as attorney for LCRAA. He reported 4th quarter grant requests in the amount of \$332,826, four were approved: Tangipahoa, Iberia, Washington and Sabine for a total of \$106,300. Rick reported LCRAA is working with Jefferson Parish to obtain some of their software. The Board discussed adding E-filing and criminal searches to the portal. There will be a new feature in the search engine that will allow customers to inquire a certain parish for a certain document type and for a certain amount of time (i.e. oil and gas leases in Vermillion Parish for the past 30 days).

Retirement & Relief Fund

President Rick Arceneaux reported the Retirement Board met this morning and reported financials through January 31, 2018 of cash in the amount of \$60,061,844, other assets of \$2,441,000, investments of \$590M, income of \$59,229,253. He reported contributions of \$10,145,000, ytd income of \$23,636,000, investment income of \$18,851,000 for the month, \$60,934,000 for the year. Rick reported \$3,757,000.00 in expenses and disbursements for the month. Current investments are down 3.18% for the month of February and current ytd is down .08%. The audit report on GASB 68 had a clean audit report. These numbers are available on the website now for use on the Clerks' financial reports. There were 31 total applications for retirement and DROP, of those 6 were regular retirement, 10 were DROP and 15 were Post DROP and 67 refunds totaling \$450,746. After discussion with the attorney, it was determined a COLA can be given under R.S. 11:241 and R.S. 11:243. Motion was passed to give retirees a COLA.

Supplemental Compensation Fund

Chairman Randy Deshotel presented the financial reports for the Clerks Supplemental Fund for the period ending February, 2018. He reported total current assets of \$66,800, total receivables of \$123,646, giving us total assets of \$190,523. He also reported current month we have \$126,750 in liabilities, in capital account/fund balance we have \$72,880 with a total of liability and capital of \$190,509. Randy reported the year to date totals: revenues of \$502,428, total expenses of \$511,550 with a net loss of \$9,107.

Committee Reports

2018 Conference Report

Diane Meaux Broussard reported that the registration forms will be sent out shortly. She reported the conference will be held in Lafayette from May 8-11, 2018. They are asking the clerks to come in on Tuesday, May 8th and will travel to Scott at 6:00 p.m. for dinner at a facility behind Don's Specialty Meats, with transportation provided. Diane has invited the clerks to her house in Abbeville for brunch. The committee meetings will also be held at her house. The clerks' group picture will be taken and then we will return to the Hilton for the Clerks only meeting at 1:30 p.m. The deputies will arrive on May 9th. The evening of the 9th

will be casual bohemian themed. The evening of the 10th the band GTO will play and the theme will be pink Cadillac (50's theme). The morning of the 11th will be the president's breakfast.

Education Committee

Debbie Hudnall gave the report for Theresa Robichaux. She stated the committee met last Friday at the Association Office. The next Clerks Institute will be held August 21-24, 2018 in Lafayette. The two previous institutes in Baton Rouge and Alexandria had the highest attendance in recent years and brought in \$11,000.00 The February 2019 Institute is tentatively scheduled for Alexandria.

Judicial Council

David Dart reported the Council met last fall and had court cost to be approved. The Supreme Court had a standing committee to evaluate court cost and see where all the court cost come. Questions arose from the committee regarding PTI income. David reported the Council met again on February 26, 2018. Chief Justice Bernette Johnson sent a letter to all district attorneys requesting PTI information be sent within 60 days. If the information is not received, the Council voted to move forward with legislation requiring the information be provided. The Council also voted to send a resolution to the legislature requesting a definition of the responsibilities required of the Council. At this point the Council only determines if the fee is related to court cost or not, with no recommendation. David said the Council believes if this is their only function it should be disbanded by the Legislature or return to the former duties which were much more involved.

Scholarship Committee

Brian Lestage stated an email was sent to all participating clerks announcing the deadline of April 2, 2018 for scholarship applications. The committee will meet on April 10, 2018 to decide the recipients. Last year the committee awarded 10 scholarships. Many years ago during elections, News Election Services (a private company) provided funds for every precinct result that was called in on Election night. Those funds were used to pay for scholarships and at that time only the Clerks children were eligible. After discussions with our attorney and a vote by the board, it was decided that a large portion of the associate member dues would go to the scholarship fund and would be open to deputies' children as well. To be eligible the office must pay the associate member dues. At this time we have 62 participating offices (including 2 courts of appeal offices).

Executive Director Report

Debbie Hudnall gave an update to legislation. A lengthy discussion was held. Please see the weekly updates from Debbie for the latest information. The legislative event was discussed. We have collected \$3,800.00 for the event so far. More information will be coming. Debbie asked for everyone to personally invite their legislators.

District Reports

District 1

No report.

District 2

No report.

District 3

Becky Patin reported they met last week. They discussed the convention.

District 4

Mike Spence reported that they had a 2 ½ hour meeting last week. HB 219 was discussed. They still would like for their software vendor to attend the educational institute. There was also a request to include some educational meetings at the conference.

District 5

Carol Jones reported their biggest concern was HB 219.

District 6

Connie Couvillon reported they met on March 7, 2018. There was discussion about the institute and legislation. HB 219 was the main topic along with the software that LCRAA is developing.

District 7

Jeff Skidmore reported they met on February 7, 2018 and the main topic was the distribution of criminal data to vendors. Inmate litigation and audit expenses were also discussed.

District 8

No report.

District 9

No report.

Other Business

Johnny Crain, Jr. had a question regarding HB 219. It was discussed that the non-participating parishes had been contacted. Discussion was held.

Comments by Board Members

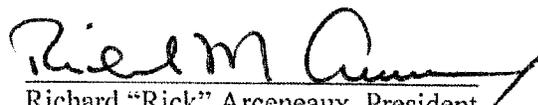
President Rick Arceneaux stated this would be his last board meeting to chair as President and wanted to thank everyone for their help.

There being no further business, David Dart moved to adjourn, seconded by Steve Andrews. Motion passed without opposition.

Respectfully Submitted:

Approved:


Robin Hooter, Secretary


Richard "Rick" Arceneaux, President