

**APPROVED MINUTES**  
**LOUISIANA CLERKS OF COURT ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**MARCH 11, 2014**  
**1:00 P.M.**  
**BATON ROUGE, LA**

The Louisiana Clerks of Court meeting held on the above date was called to order by President Tammy Foster. Steve Andrews gave the opening prayer and John Olivier led the Pledge of Allegiance. The following members present: Tammy Foster, Diane Meaux Broussard, Carl Broussard, Holli Vining, Dodi Eubanks, Mark Graffeo, Richard Arceneaux, Jeremy Evans, Lynn Jones, Julian Dufreche, Dot Lundin, Brian Lestage, Cynthia Johnston, Ann Johnson, Lanell Landry, Steve Andrews, David Dart, John Olivier and Cliff Dressel. Also, present: Debbie Hudnall, Executive Director, Darlene Landry, Connie Couvillon, Louise Bond, Chris Kershaw and Dagmar Hebert.

**Approval of Minutes**

Cliff Dressel moved that the minutes of the meeting held on December 12, 2013 be approved. Cindy Johnston seconded. MOTION CARRIED.

**Comments by President**

President Foster commented on her last year as president and thanked the board for their support during her term.

**Financial Reports**

Treasurer Mark Graffeo presented the financial reports for December 2013 and January 2014. As of January 2014 total current assets of \$413,000 and total liabilities and capital of \$582,000. He reported the current year to date actual revenues of \$324,000 and is on target with the budget. He reported that the total expenses year to date is \$368,000 but approximately \$3,000 over budget. The total loss of \$38,000 was budgeted and actual loss is \$43,000. Holli Vining moved that the financial reports be received. Motion seconded by Steve Andrews. MOTION CARRIED.

**Board Reports**

**LACCRMA**

Treasurer Mark Graffeo stated that the board meeting was held at the Institute in Marksville which reflected that all is going well with the fund. Also, claims are low and the fund is financially strong in reserve. He reported that they expect no premium increase in upcoming year. He reported that the Invoices for July will be sent out for new premium year.

**Retirement and Relief Fund**

President Tammy Foster reported that Bill Hodge was replaced by Kay Bolding on the Board as retired member. Treasurer Mark Graffeo reported on YTD fund balance \$496 million. YTD increase was \$38.9 million. The Investment committee made a recommendation to move funds from Vontobel to LSV which the Board approved. Phinney presented the highlights of 2013 and stated that they are looking forward to 2014 with the prediction to be a pretty good year. PRSAC has approved the actuarial

report and the Board approved the Employer contribution rate of 19% effective July 1, 2014.

Supplemental Compensation Board  
Treasurer Mark Graffeo reported as of February 28, 2014, total assets \$186,000. Supplemental fund is in the positive.

### **Committee Reports**

#### ***2014 Convention Report***

Lynn Jones reminded everyone to send registrations and requested that the Clerks send as many as possible. Also, he stated the activities as follows: A Polynesian troop will perform on the first evening; Drywater Band from Houston will be performing on the second night at the Bling it On session; all events will take place at the hotel; it will be a short agenda so you can enjoy L'auberge Resort; the hotel has done many upgrades; there has been time set aside for the committees to meet; chairman of the committees have been notified that there are meeting times available; will have a legislative meeting; the retired clerks have also a time set aside; lots of possible options; the Clerks only meeting will be at 2:00 pm. Darlene commented that it is tough with it being a holiday week, Good Friday.

#### ***Best Practices Guide Committee***

Tammy Foster reported that Institute meetings had lots of good discussion and ideas. They continue working with the committees and Jeff Hickerson with EBR has been finalizing the marriage manual. Debbie received the indexing guide from St. Tammany. Tammy asked that the Clerks send their office manuals.

#### ***Education Committee***

Tom Sullivan reported that the Clerks Institute at Lafayette Hilton will be held on August 12 -15. Billie will be sending out something once the previous Institute is finalized.

#### ***E-UCC Committee***

Dodi Eubanks reported that she has sent an email to the SOS to check on the status of those using the system, but very little activity has occurred with their new portal.

#### ***LCRAA***

President Tammy Foster introduced Antares Technology Solutions to conduct their presentation and the following representatives were present: Laura Thomas, Rick McDessy, Eric Travet, Vanesha Leachman.

Antares reported the following:

Quick review of process and future optional enhancements was presented. Laura commented on Antares 26 years of experience in software development and implementation. Rick commented on the sales tax portal that was created by Antares. Antares reviewed the surveys that were completed by the Clerks and interviewed

many Clerks/deputies. They also reviewed state portals that are currently in place and what they offer and how their systems work.

**Comments by the Board:**

Diane reported that a Clerk asked about the fees regarding subscriptions. Discussions were made that at the beginning there would be no subscription because the portal would only have the index. Comments were made regarding the fees for the index, regarding redaction, and Dot Lundin reported she is concerned about Clerks losing revenue. Dodi asked about the data housing and security. Discussions were made that the data would be housed depending on the vendor chosen and Antares uses Venyu. Cindy commented on the printing capability. Tammy commented that updates to the indices needed to be on a daily basis. Vanesha commented that this would be an overnight process. Mark asked about if the Clerks would have to go out for an RFP. Debbie commented that it does not require an RFP. Debbie and the Board thanked Antares for the work and their professionalism. Lanell asked how much money this would generate and What is the cost to have the system start up. Lanell asked if the \$5 would be on top of the current fee. Discussions were made that it can be done in addition to the fee they already have.

***MERS Litigation***

President Tammy Foster reported that the MERS suit went to the US 5<sup>TH</sup> CIRCUIT and they ruled against the Clerks on March 5, 2014. The ruling was that it lacked standing because they have not sustained injury. The suit is going to the Supreme Court. Debbie stated she will forward the email from Danny Martiny.

***Supreme Court Software Changes***

President Tammy Foster reported that she has drafted a letter to the Supreme Court and the Clerk committee appointed: Tammy, Rick, Cindy, Lynn and Debbie. The Supreme Court will work through this committee for any changes and to facilitate communication between clerks and judges. Judge Robert Morrison which is the judges liaison, asked that the committee come up with variety size parish of Clerks offices – Tommy, Rick, Brian and Debbie.

**Executive Director Report**

Debbie Hudnall reported on the Bricksome building and that no more movement has been on the building and that a potential rental agreement fell through. Debbie reported she received a phone call from Arthur Morrell on HB 497. He would like to see early voting commissioners chosen in same manner as other commissioners and would like the Clerks support. SOS had contacted Debbie and asked if it was an Association bill. The Board voted to take no position.

Second, Debbie reported on HB 498 – which is the location of counting absentee votes and commented. The Board agreed to take no position on this.

Third, Debbie stated on the ROV bill which is not filed yet, but Arthur is looking for a bill to amend on to. His proposed bill would require the term of the registrar office to

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coincide with that of the appointing authority. Board agrees to take no position on this bill. Cliff suggested he make it a local bill.

Debbie wanted to bring to the board's attention an email from Tommy Sullivan she received that included a letter that he received (possibly a sovereign citizen) regarding land transactions and mentioned the MERS suit. Debbie commented that the bill regarding sovereign citizen would be heard in the morning.

Debbie reminded everyone of the Legislative Day scheduled for April 22nd and reported on the events. Debbie stated that the invoices for the \$100 to the Clerks will be sent shortly. Invitations from the Association office will be hand-delivered to the Legislature.

Debbie reported the LCRAA bill is HB 888. Connie asked how the bill in current form reads. Debbie commented that it does include images in the bill, but the images would be obtained from the Clerk's website.

Board meeting locations were discussed at the Retirement meeting. Tammy commented that on the start of her term started using the Association office. Gary Loftin wanted the input of trying to have Board meetings across the state. Cindy agrees that meetings should be around the state because of the travel. Diane has commented that the July meeting will be held in Shreveport at the same date/time to accommodate the request to be across the state.

Diane commented on IACREOT. She would like to see the Executive Director attend IACREOT. She asked that the Board send the Debbie to IACREOT. Lynn commented on the importance of learning from this conference. Lynn Jones motioned that Debbie be sent to IACREOT. Rick Arceneaux seconded the motion. MOTION CARRIED.

**District Reports**

**District One**

Julian Dufreche reported that he had nothing to report.

**District Two**

Dot Lundin reported that no formal meeting was held and that Clerks Only Meetings should be scheduled more regularly.

**District Three**

Brian Lestage reported that their district met at Diane's house. Many things were discussed such as MERS, portal, upcoming meetings in district, and 2015 conference details are in planning stages being the Monday after Easter.

**District Four**

Cindy Johnston reported that no meeting was held and Cindy was nominated to represent the district.

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**District Five**

Ann Johnson reported that no meeting was held but she had concerns about financing particular smaller parishes, portal, UCCs, financing options in small parishes. She stated that she wants to schedule a district meeting.

**District Six**

Lanell Landry reported that their district discussed the state wide portal and the different providers. She suggested getting an updated study to see how much money will be generated. She also asked that the timing of the Clerks only meeting with a possibility of quarterly meetings or regular basis.

**District Seven**

Steve Andrews reported that their district discussed UCC, financial disclosure, and workers comp. He asked what does the Clerk put for their salary. Debbie stated that the taxable amount should be reported and she would send a reminder to all the Clerks.

**District Eight**

David Dart reported that their district met at the institute and has nothing to report.

**District Nine**

John Olivier reported that he had nothing to report. He announced that the Supreme court was getting rid of equipment and that East Feliciana responded and was able to get the equipment.

**Other Business**

Debbie announced that the Supreme Court/Judicial Council did approve the \$200 fee for expungements and the judicial commitments from \$75 to \$125. Debbie commented on a news article from Orleans Parish in regards to civil records and new software and an article on Jefferson Parish in regards to advance deposits.

Darlene asked about E UCC and if any other clerks had filings.

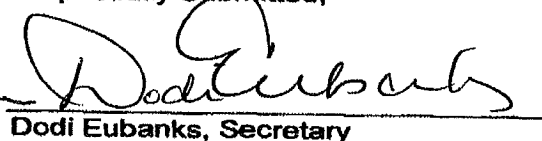
Cliff Dressel motioned to adjourn. Seconded by Julian Dufreche. MOTION CARRIED.

MEETING ADJOURNED.

Approved:

Respectfully Submitted,

  
Tammy Foster, President

  
Dodi Eubanks, Secretary