

APPROVED MINUTES

LOUISIANA CLERKS OF COURT ASSOCIATION BOARD OF DIRECTORS MEETING THURSDAY, DECEMBER 12, 2013 NATCHITOCHES, LOUISIANA 1:00 PM

A meeting of the Louisiana Clerks of Court Association Board of Directors was held on Thursday, December 12, 2013, at 1:00 p.m. in Natchitoches, Louisiana.

The meeting was called to order by President Tammy Foster. Dot Lundin gave the invocation and then Jeremy Evans led the Pledge of Allegiance.

MEMBERS PRESENT:

President Tammy Foster
Diane Meaux Broussard
Carl Broussard
Holli Vining
Mark Graffeo
Jeremy Evans
Lynn Jones

Julian Dufreche
Dot Lundin
Brian Lestage
Cynthia "Cindy" Johnston
Ann Johnson
Steve Andrews
David Dart
Cliff Dressel

ALSO PRESENT:

Debbie Hudnall, Executive Director
Guests: Darlene Landry, Chris Crow

APPROVAL OF MINUTES

Cliff Dressel moved that the minutes of October 24, 2013, be approved as presented. Motion seconded by Jeremy Evans. **MOTION CARRIED.**

COMMENTS BY PRESIDENT

Tammy Foster thanked everyone for their attendance and again thanked Louie Bernard for hosting the meetings there in Natchitoches.

FINANCIAL REPORTS (on file in office)

Treasurer Mark Graffeo reported the Balance Sheet ending October 31, 2013 showed Total Assets of \$652,356 with Total Capital of \$523,658. He reported total revenue for the year in the amount of \$182,237 with total expenses of \$203,414 for a net loss of approximately \$21,177. Mark reported the Balance Sheet ending November 30, 2013 showed Total Assets of \$639,155 with Total Capital of \$519,849. He reported total revenue for the year in the amount of \$227,315 with total expenses of \$252,301 for a net loss of approximately \$24,986. Motion was made by Cindy Johnston to receive the financial report. Motion seconded by Holli Vining. **MOTION CARRIED.**

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BOARD REPORTS

LACCRMA – Mark Graffeo reported that LACCRMA was doing fine financially. He said there were total assets of a little less than two million dollars. He further reported that as of August there were 10 open claims, of which were 5 errors and omissions and 5 were employment practices.

Retirement Report

President Tammy Foster reported that the Retirement Fund as of November 30, 2013, was \$473.9 million dollars with a rate of return for the fiscal year of 8.34%. She reported that one of money managers, IronBridge, was being replaced by Elk Creek and William Blair. The Board also approved an increase in Summit's fees that had not been increased in approximately 8 years. She also reported that Gary Curran had reviewed the information he had previously provided on Back DROP stating it could possibly increase cost by 2%. Tammy related that the Board had voted to adopt the provisions under Act 170 that pertains to the ability to grant COLA's. The Board had also voted to grant a COLA for all retirees who had been retired for a year or longer that would be made retro to January 1, 2014 when implemented. The employer contribution rate would be increased by ½ percent above the approved mandatory required rate. Debbie explained that the COLA would be equal to \$1.00 for each year of credited service plus \$1.00 for each year since you have been retired.

Supplemental Report

Mark Graffeo reported that as of October 31, 2013, the Supplemental Fund had a fund balance of about \$74,000. He further reported that for the first quarter the fund had net income of \$25,000. The total revenues for the fiscal year were \$480,550 with total expenses of \$455,145. The total revenue is about \$17,500 more than the same time last year because of the increase of fifty cents per suit and number of suits have increased.

COMMITTEE REPORTS

2014 Conference Report

Lynn Jones reported on the 2014 Conference stating that the date is set for April 15-17, 2014 in Calcasieu at L'Auberge du Lac with the price of \$129 per night. The theme is "Calcasieu Lighting the Way, Bling it On". He said that his staff is looking forward to hosting the conference.

Education Committee

President Foster reported that the Clerks Institute will be at the Paragon February 25th – 28th.

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LISA Committee

President Foster stated there had been a lengthy report by Tommy Sullivan at the Clerks' Only meeting and that Antares was currently working on the design of the project. She said they would be contacting several clerks.

Best Practices Guide Committees-Marriage Licenses

President Foster reported that Chairman Jeff Hickerson from East Baton Rouge Parish was working with the committee on the Marriage Licenses Best Practices Guide. She said other names had been turned in to work on some of the other committees.

E-UCC Committee

President Foster reported that she and her staff had worked on the test site and had found it very easy to use on the lender side and the clerks' side even though there were still a few bugs. She said they were currently scheduling regional training classes. She said it should go live in February or March.

MERS Litigation

President Foster reported that she had contacted Danny Martiny and was informed that the case was set for oral arguments before the 5th Circuit for the first week in December, but had been continued to early in February.

Cancellation Committee

Debbie reported that the issues were discussed at the Clerks' only meeting the day before and the Clerks had voted to move forward with legislation deleting certificates of deposits as forms of security and the cancellations issues were deferred.

Expungement Committee

Debbie reported that she was currently working with Legislative staff and the Law Institute in drafting legislation.

EXECUTIVE DIRECTOR REPORT

Bricksome Building Update

Debbie reported the new listing agreement had been signed, but there had been no recent showings of the property. She said that the agent was not recommending reducing the price at this time.

Legislation

Debbie read an email she had just received from Angie Rogers about a few items they wanted to discuss. She said there had been an issue with Deputy Custodians not being available at the delivery or the pick-up of the voting machines. She said that when that

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happens, the SOS is billed for a re-haul of the voting machines which ranges from a couple of hundred dollars to a thousand or so. Angie said that Arthur Morrell had requested that deputy custodian fees be increased. Cindy Johnston stated that often times that the draymen run 2 hours late and one particular case – where one was supposed to deliver machines at 9 am and he delivered it at 3 pm. Clerks agreed that the custodian's fees need to be increased to \$100.

Angie further reported an issue regarding alpha split precincts. She said the law specifically prohibits the splitting of precincts by voters surname during qualifying. She said they would like to discuss this further with the Clerks.

Angie further related an issue in small elections where there are only partial precincts with no qualified voters in those partial precincts for Election Day. She related they were discussing legislation that would prohibit the Board of Supervisors from selecting commissioners for those precincts. Brian Lestage expressed concern that sometimes the Registrar might have a voter in the wrong precinct and no one knows until Election Day. It was suggested that Registrars should certify there were no eligible voters.

Angie also commented that they had received a request from a Registrar about proposed legislation dealing with not receiving the judgments on name changes. It was discussed that the burden should be with the voter.

President Tammy Foster stated that she would like to discuss the proposed legislation dealing with fee increases that was discussed at the Clerks' meeting the day before. She said they had discussed each of the issues but at the end of the meeting, it was decided to defer any fee bills until another Clerks' Only meeting could be held in January. After talking with some of the Clerks, Tammy said they thought it would be in the Clerks' best interest to only go for a few of the fee bills, but perhaps only to go forward with the recording fee, birth certificate fees, judicial commitments and the expungement laws. After discussion, Jeremy Evans moved that the Clerks only pursue the recording fee bill for LISA, birth certificate fee, judicial commitment fee and expungement fee. Motion seconded by Cliff Dressel. **MOTION CARRIED.**

It was agreed there would no longer be a need for a meeting in January.

DISTRICT REPORTS

District One - Julian Dufreche reported that his district did not have a meeting, but would be having one soon and would be focusing on Best Practices Manuals.

District Two - Dot Lundin reported they did not have a meeting.

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District Three – Brian Lestage reported they met at Diane's house and had discussed the 2015 Conference and already had a tentative schedule. He said they had also discussed proposed legislation for Backdrop and increasing the number of days retirees can work from 60 to 180.

District Four - Cynthia Johnston reported her district had met and had discussed different issues – specifically expungements and birth certificates.

District Five - Ann Johnson stated that this district did not meet but she had spoken to each one in her district

District Seven - Steve Andrews reported that they had not met.

District Eight - David Dart reported that their district was doing wonderful and that they had met in the past.

OTHER BUSINESS

Cindy Johnston brought up discussion of giving the Association staff an extra check. After discussion, Diane Meaux Broussard moved that the employees of the Association office be given an extra check in the amount of \$1200. Motion seconded by Cliff Dressel. **MOTION CARRIED.**

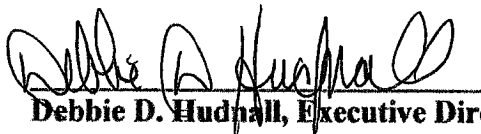
Debbie thanked the Board on behalf of the staff and said the staff was very deserving of their generosity because of the extra work that had fallen on their shoulders the past year.

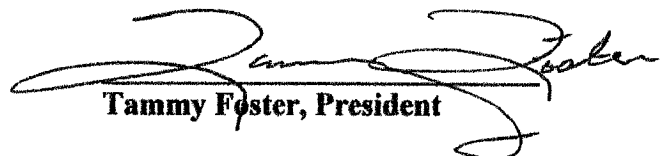
Debbie reminded the Clerks that effective January 1, 2014, they were entitled to another 4% pay raise.

There being no other business, Cliff Dressel made a motion to adjourn the meeting. David Dart seconded. **MOTION CARRIED.**

Respectfully Submitted:

Approved:


Debbie D. Hudnall, Executive Director


Tammy Foster, President