

APPROVED MINUTES

**LOUISIANA CLERKS OF COURT ASSOCIATION
68TH ANNUAL LOUISIANA CLERKS OF COURT CONVENTION
CLERKS ONLY MEETING
TUESDAY, APRIL 16, 2013 AT 2:00 PM
HILTON CAPITOL CENTER, BATON ROUGE, LOUISIANA**

The Louisiana Clerks of Court "Clerks Only" meeting was held on the above date with the following members present: Hart Bourque, Darlene Landry, Connie Couvillon, Brian Lestage, Cynthia Johnston, Eugene Dunn, Lynn Jones, Carl Broussard, Pat Gladney, Jeremy Evans, David Dart, Randy Deshotel, Ann Johnson, ElRay Lemoine, Michael Thibodeaux, Bubbie Dupont, Ann Walsworth, Rick Arceneaux, Louis Perret, Vernon Rodrigue, Steve Andrews, Linda Cook, Tom Sullivan, Louie Bernard, Arthur Morrell, John Olivier, Louise Bond, Dot Lundin, Lanell Landry, Robin Hooter, Stacie Williamson, Tammy Foster, Randy Nunez, Mildred Cyprian, Charlie Jagneaux, Becky Patin, Julian Dufreche, Theresa Robichaux, Dodi Eubanks, Diane Meaux Broussard, Willie Deon, Johnny Crain Jr., Holli Vining, Mark Graffeo, Robyn Creech, Felicia Ann Hendl, and Christine Crow. Also present: Debbie Hudnall, Executive Director, and Gina Perrin, who was appointed to attend on behalf of Jon Gegenheimer.

The meeting was called to order by President Lynn Jones and Tammy Foster gave the opening prayer. Diane Meaux Broussard led the Pledge of Allegiance.

WELCOME AND CONVENTION UPDATE

President Jones opened with this quote:

"You learn far more from negative leadership than from positive leadership. Because you learn how not to do it. And, therefore, you learn how to do it." – Norman Swartzcopf.

He then thanked the Host Clerk, Tom Sullivan, for hosting the 2013 Convention and for his hard work and preparation. Tom welcomed everyone to Baton Rouge and gave a brief overview of the Convention events. He wished everyone a good time.

APPROVAL OF MINUTES

Louie Bernard made a motion to approve the minutes of the last regular Clerks Only meeting, held November 27, 2012, as presented. The motion was seconded by Cindy Johnston. MOTION CARRIED.

**LOUISIANA CLERKS OF COURT ASSOCIATION
CLERKS ONLY MEETING, APRIL 16, 2013**

Page 2

FINANCIAL REPORTS (on file in office)

RETIREMENT AND RELIEF FUND – Debbie Hudnall presented the financial reports on behalf of Treasurer Jim Martin. The Balance Sheet as of February 28, 2013 showed Total Assets of \$438,465,584. Debbie stated that the Board and consultants were doing a great job and that Assets as of March 31, 2013 had reached \$446 million. The Income Statement ending February 28, 2013 showed Net Income of \$48,244,850 for the eight months. Debbie reported that the amount of benefits being paid continue to grow and currently are exceeding the monthly contributions received. Additionally, the Retirement Fund Administration Balance Sheet showed Total Assets of \$285,860 as of February 28, 2013 and the Income Statement showed YTD Net Income of \$190,312 even though there was a budgeted YTD loss of \$569,267. Debbie explained that this difference is partially due to the bills for the Fund's money managers are received on a quarterly basis and would not be received until some time in April. Additionally, some of the money managers withhold their cost from the funds they manage which is reported in the financials of the big Retirement Fund.

ASSOCIATION – Debbie presented the Balance Sheet of the Association which reflected Total Assets of \$612,192 as of February 28, 2013. The Income Statement showed a YTD Net Loss of \$(10,044).

SUPPLEMENTAL FUND – Debbie presented the Balance Sheet as of March 31, 2012 which reflected a fund balance of \$32,442. The Income Statement indicated a YTD Net Income of \$6,036 with \$2,100 still owing in audit fees. Debbie reported that it was the recommendation of the Supplemental Board that the "per suit" fee be increased to \$16 with a \$4,150/month cap and that the Orleans Criminal fee be increased to \$900, effective July 1, 2013. It was further recommended that the monthly payment to each clerk be maintained at \$1,750.

Motion made by Tammy Foster to accept the Board's recommendation as presented, seconded by Lanell Landry. MOTION CARRIED.

**LOUISIANA CLERKS OF COURT ASSOCIATION
CLERKS ONLY MEETING, APRIL 16, 2013**

Page 3

CLERKS' LEGISLATIVE DAY

Carl Broussard reported that the Clerks will host a reception for the Legislators on May 14, 2013 at the Pentagon Barracks in Baton Rouge. He indicated that the dinner would possibly be jambalaya and a fish fry. The reception will be funded by the Clerks individually and each Clerk is requested to send \$100 to the Association office as soon as possible to cover the costs. These costs are not to be paid from office funds. There will be a block of 30 rooms at the Capital Hilton for the night of this event which will be released on April 30th.

SCHOLARSHIP COMMITTEE

Diane Meaux Broussard, Scholarship Committee Chairman, reported that there was a balance of \$3,085.92 in the scholarship fund. She announced that 1 scholarship in the amount of \$500 would be awarded this year to Candice Eubanks, daughter of Dodi Eubanks. In an effort to increase the fund balance, 50/50 tickets were sold to Clerks in attendance at today's meeting, which raised \$1,120. A drawing was held and half of the amount raised was awarded to Christine Crow with the other half being added to the scholarship fund. Diane thanked everyone for their participation.

Dodi Eubanks addressed the Clerks and extended a heartfelt thank you for her daughter's scholarship.

2013 LEGISLATION

Debbie Hudnall, Executive Director, updated the Clerks on a number of bills currently before the Legislature including, but not limited to:

HB 174 - Clerks Salary Adjustment Bill – Scheduled for committee hearing Thursday, April 25
All Clerks were encouraged to contact their Representatives as soon as possible.

HB 321 - Provides relative to expedited jury trials – Clerks will oppose.

HB 340 - Relating to issuance of vital records – Debbie is working with the DHH on the possibility of obtaining more money for Clerks issuing birth certificates.

HB 430 - Increases certain fees chargeable by the Secretary of State – The Secretary of State would also like to amend this bill to increase UCC filings by \$5.00 which would include \$1.00 for the Clerks and \$4.00 for the Secretary of State's office.

LOUISIANA CLERKS OF COURT ASSOCIATION

CLERKS ONLY MEETING, APRIL 16, 2013

Page 4

HB 490 - Provides relative to reports concerning compensation of local public officers and employees to be published on the Parish website. - Clerks will oppose.

EXECUTIVE DIRECTOR'S REPORT

GASB 45 - Debbie reminded the Clerks that each office is required to complete a new GASB 45 report this year.

Sexual Harassment - Debbie also advised the Clerks that each office must designate a "trainer" to present the required 1 hour per year of sexual harassment training. This training is not available online, as is the required ethics training, but the Association will distribute a training CD to each Clerk. Effective 2014, each designated trainer is required to complete 2 hours of sexual harassment training per year.

Ancestry.com: Debbie said she had been contacted by Ancestry.com with a request for probate images that they would like to upload and index on their website. This request will be further researched and possibly a committee appointed.

New Building: Debbie indicated that the current Association building has now been put on the market for \$142,500 and the construction of the new building was well under way and was now and currently \$8,000 less than the original bid.

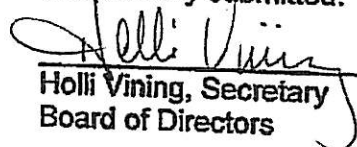
NEW BUSINESS

President Lynn Jones proposed that all future conventions be held in New Orleans and organized by a committee unless a District or a Clerk volunteers to host elsewhere. Motion made by Louis Perret to accept this proposal as presented, duly seconded by Carl Broussard. **MOTION CARRIED.**

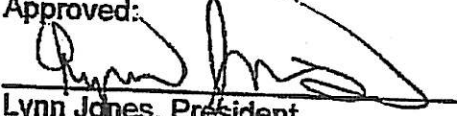
ADJOURNMENT

Motion to adjourn made by Carl Broussard and seconded by Darlene Landry. **MOTION CARRIED.**

Respectfully submitted:


Holli Vining, Secretary
Board of Directors

Approved:


Lynn Jones, President
Board of Directors