

## **APPROVED MINUTES**

### **LOUISIANA CLERKS OF COURT ASSOCIATION**

#### **BOARD OF DIRECTORS MEETING**

**WEDNESDAY, NOVEMBER 28, 2012**

**2:00 PM**

**NEW ORLEANS, LA**

The Board of Directors of the Louisiana Clerks of Court Association met on the above date at The Roosevelt Hotel in New Orleans, Louisiana.

The following members were present: Lynn Jones, President, Tammy Foster, Diane Meaux Broussard, Carl Broussard, Holli Vining, Jim Martin, David Dart, Rick Arceneaux, Mark Graffeo, Julian Dufreche, Theresa Robichaux, Brian Lestage, Cindy Johnston, Ann Johnson, Lanell Landry, Steve Andrews, and Debbie Hudnall, Executive Director.

The following guests were present: Bill Hodge, Malise Prieto, Johnny Crain Jr., and Louis Perret.

The meeting was called to order by President Lynn Jones. David Dart gave the opening prayer and Carl Broussard led the Pledge of Allegiance.

#### **APPROVAL OF MINUTES**

Motion by Carl Broussard, duly seconded by David Dart, that the minutes of October 23, 2012 be approved as presented. MOTION CARRIED.

At a later time, Motion made by Tammy Foster to amend page 6 of the October 23, 2012 minutes as follows, "District Nine - John Olivier reported that upon the retirement of Pete Fitzgerald, Cheryl Landrieu will be sworn in as Clerk of the 5<sup>th</sup> Circuit Court of Appeal." Mark Graffeo seconded. MOTION CARRIED.

#### **COMMENTS BY PRESIDENT**

President Jones welcomed everyone to New Orleans. He expressed his condolences to Theresa Robichaux and asked the Board to keep her family in their thoughts and prayers. President Jones also thanked Debbie and Dagmar for organizing the "December" meetings.

President Jones then delivered the following quotes to kick off the meeting,

"Chains of Habit are too light to be felt until they are too heavy to be broken." - Warren Buffett

"A successful man is one who makes more money than his wife can spend. A successful woman is one who can find such a man." - Lana Turner

**FINANCIAL REPORTS (reports on file in office)**

Jim Martin presented the Financial Reports of the Association. The Balance Sheet ending October 31, 2012 showed Total Assets of \$698,646 and Net Income of \$12,124. The Income Statement for the four months ending October 31, 2012 showed Current Month Revenues of \$46,770 and Expenses of \$45,370 for a Net Income of \$1,400.

Motion by Rick Arceneaux, duly seconded by Julian Dufreche, that the Financial Reports for the Association be received and, with no objections, MOTION CARRIED.

**BOARD REPORTS**

**LACCRMA** - Mark Graffeo reported that LACCRMA is well funded and that the Board received the audit report for the fiscal year ending June 30, 2012 which had a clean opinion and showed no material weaknesses. He also stated that Dot Lundin would be sworn in to take Vernon Rodrigue's position on the Board as the representative from District Two.

**RETIREMENT AND RELIEF FUND** - President Jones reported that the Retirement Board met and heard projections and strategies from Jessica Portis and money managers from QMA, Harvest Management, William Blair & Company and Rothschild Group. He stated that it was a very informative meeting and that he feels confident about the way investments are being handled.

**SUPPLEMENTAL COMPENSATION BOARD** - Treasurer Jim Martin indicated that there was no new business to report. He stated that the Supplemental Compensation Board is continuing to monitor funds and will contact the Clerks if necessary.

**COMMITTEE REPORTS**

**2013 CONFERENCE REPORT** – Debbie reported that the Conference will be held at the Capital Hilton in Baton Rouge beginning April 16, 2013 and reminded the Clerks that there would be very limited availability in the hotel room block. She urged everyone to make reservations soon.

**EDUCATION COMMITTEE** – President Jones reported that the Institute would be held February 26-March 1, 2013. He indicated that the Committee was pleased to have secured Edwin Edwards to speak at the Institute. He will also have a book signing session afterwards.

**LISA** – President Jones reported that the Committee is continuing to research different software options. He also commented that the main interest in developing this integrated system is to provide more control for the Clerks.

REPORT OF EXECUTIVE DIRECTOR

Debbie reported that the opening of bids has been delayed until December 11<sup>th</sup>. She stated that 5 contractors attended the pre-bid meeting and that the architect indicated that they were all reputable contractors.

DISTRICT REPORTS

District One - Julian Dufreche indicated that his district planned to meet in December.

District Two - Theresa Robichaux reported that the Judges in Terrebonne Parish are interested in abolishing the Jury Commission and using the Clerk as the only Commissioner. She indicated that she will meet with her State Representative about a local bill.

District Three - Brian Lestage reported that a member of his district is interested in a local bill to require the Clerk to pay health insurance for retirees who have 20 years of service.

District Four - Cindy Johnston initiated a discussion of the Association Staff receiving a supplemental check. Rick Arceneaux made a motion that the Association staff receive a supplemental check of \$1000 each. David Dart seconded. MOTION CARRIED.

District Seven - Steve Andrews wanted to clarify that the Clerks are not responsible for making sure the Jury Commissioners complete ethics training.

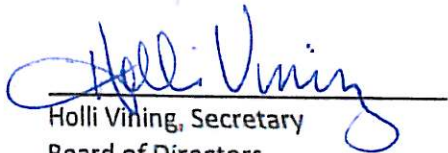
Member-at-Large - Darlene Landry asked for a clarification as to when GASB 45 had to be completed again. It was indicated that an actuarial valuation must be completed every 3 years or annually if there are significant changes in your health insurance program.

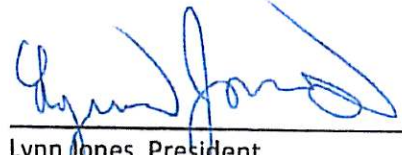
The remaining individual districts had no items to report.

There being no other business, Tammy Foster made a motion to adjourn the meeting. David Dart seconded. MOTION CARRIED.

Respectfully submitted:

Approved:

  
Holli Vining, Secretary  
Board of Directors

  
Lynn Jones, President  
Board of Directors