

APPROVED MINUTES

LOUISIANA CLERKS OF COURT ASSOCIATION BOARD OF DIRECTORS MEETING WEDNESDAY, DECEMBER 7, 2011 2:00 PM BOSSIER CITY, LA

The Board of Directors of the Louisiana Clerks of Court Association met on the above date at Courtyard Marriott in Bossier City, Louisiana.

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

The following members were present: Lynn Jones, Tammy Foster, Holli Vining, Jim Martin, David Dart, Rick Arceneaux, Louie Bernard, Carl Broussard, Cindy Johnston, Lanell Landry, ElRay Lemoine, Cliff Dressel, Christine Crow, and Debbie Hudnall, Executive Director.

The following guests were present: Charlie Jagneaux, Gary Loftin, and Dot Lundin

APPROVAL OF MINUTES

Motion by Cliff Dressel, duly seconded by Lanell Landry, that the minutes of October 12, 2011 be approved as presented. MOTION CARRIED with no objections.

COMMENTS BY PRESIDENT

In President Mark Graffeo's absence, Vice President Lynn Jones welcomed everyone. He then honored a request by Charlie Jagneaux to bring an issue before the Board. Charlie made a request that stemmed from companies requesting access to criminal/traffic dispositions and then selling the information. He requested that the Board look into the possibility of creating a central criminal/traffic portal for statewide Clerk's records as another source of revenue for our offices. After speaking with Scott Slick at Explore, it was his impression that this company would be willing to make an investment in such a system. Charlie raised the concern that in the next few years the Supreme Court or the State Police could be offering this information for a fee before we could have the opportunity to do so. It was the consensus of the Board that a committee be appointed to explore the possibility of creating a State-wide portal.

FINANCIAL REPORTS (reports on file in office)

Treasurer Jim Martin presented the financial reports for October 31, 2011 that were previously summarized in the Clerks Only Meeting held December 6, 2011, as follows:

Total Current Assets	\$ 624,873
Total YTD Revenue	191,200
Total YTD Expenses	186,144
YTD NET INCOME (LOSS)	\$ 5,055

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Motion made by Cliff Dressel, duly seconded by David Dart, to accept the Financial Reports.
MOTION CARRIED with no objections.

BOARD REPORTS

RETIREMENT AND RELIEF FUND - Lynn Jones presented the report from the Retirement Board meeting held this date. The Board heard the report of Jessica Portis and Dan Holmes from Summit Strategies. Lynn stated that Jessica and Dan commented that the markets will continue to be volatile. He reported that as of October 31, 2011, the Fund was down approximately \$12.6 million which isn't bad considering the volatility of the market. The Board also heard from 4 money managers who gave the following reports: Ironbridge - Performance was fair and they felt good about their numbers; Westfield Capital - Their numbers were underwhelming but they are not worried that our position will improve; Vontobel - 200 to 300 points above projections so they are on track with where they expected to be; and Tortoise Capital - as of November 30th about 3.16% above S&P MLP Index. Debbie added that the Fund's Returns for October were up 6.64%, down 3.33% FYTD and for a 10 yr. period the returns are up 5.05%.

SUPPLEMENTAL COMPENSATION BOARD - Report made at Clerks Only Meeting December 6, 2011. No new report.

LACCRMA - No report made.

COMMITTEE REPORTS

2012 CONVENTION REPORT - Cindy Johnston reported that dates for the Convention have been moved to April 29, 2012 - May 3, 2012 at Diamond Jacks Hotel. Registration forms will go out by the first of the year and Cindy will look into providing a day rate for those who can not attend the entire convention.

2013 CONVENTION REPORT - Debbie reported that Tom Sullivan will host the 2013 Convention in Baton Rouge and he is looking into the Capitol Hilton in the month of April for 2013.

EDUCATION COMMITTEE - Debbie reported that the Institute will be held February 14-17, 2012, at the Crowne Plaza hotel in Baton Rouge.

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EXECUTIVE COMMITTEE - No report made.

EXECUTIVE DIRECTOR COMMITTEE- Jim Martin reiterated the report that was made in the December 6, 2011 Clerks Only Meeting. No new report. Debbie again sincerely thanked the Clerks for allowing her to serve in this position.

REPORT OF EXECUTIVE DIRECTOR

2012 LEGISLATION - All legislation discussed at December 6, 2011 Clerks Only Meeting.

Debbie added that the Retirement Board passed a motion effective January 1, 2012 that Clerks may direct deposit monthly contributions and by July 1, 2012 direct deposit will be mandatory. An interest penalty will be required on contributions received after the 10th of the month.

Lanell Landry advised the Board that she had been in contact with the Secretary of State's Office concerning a law that requires the Governing Authority of the Parish to notify the Secretary of State by certified mail of any new precincts added to the Parish. The current law does not require that the Clerk of Court be notified. The Secretary of State will submit a bill to amend that law requiring that the Clerk be notified of any precinct changes.

DISTRICT REPORTS

DISTRICT FOUR - Cindy Johnston raised the discussion of giving the employees of the Association office an additional check. They received an additional check for \$1000 last year. Motion by Christine Crow, duly seconded by Cindy Johnston, that the employees of the Association office each receive an additional check in the amount of \$1000 and, with no objections, MOTION CARRIED.

The remaining Districts had no items to report.

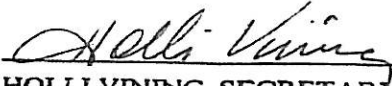
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OTHER BUSINESS

Debbie indicated that she has sent a letter out to all new Clerks to notify them of an orientation meeting she is planning in February or March.

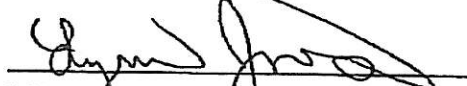
There being no other business, Jim Martin made a motion to adjourn the meeting. Rick Arceneaux seconded. MOTION CARRIED with no objection.

RESPECTFULLY SUBMITTED:



HOLLI VINING, SECRETARY
BOARD OF DIRECTORS

APPROVED:



LYNN JONES, VICE PRESIDENT