

**PROPOSED MINUTES
(TO BE APPROVED AT NEXT MEETING)**

**LOUISIANA CLERKS OF COURT ASSOCIATION
BOARD OF DIRECTORS MEETING
THURSDAY, OCTOBER 14, 2010
9:00 A.M.
BATON ROUGE, LA.**

The BOARD OF DIRECTORS of The Louisiana Clerks of Court Association met on the above date at the Holiday Inn on Constitution Avenue in Baton Rouge, LA.

The following members were present:

Louie Bernard, President; Mark Graffeo, Lynn Jones, Tom Sullivan, Bill Hodge, Tammy Foster, Gary Loftin, Lanell Landry, Felicia Hendl, Dot Lundin, Michael Thibodeaux, Jim Martin, Carol Jones, Carolyn Ryland, ElRay Lemoine, Cliff Dressel, Christine Crow, Darlene Landry, and Debbie Hudnall, Executive Director.

The following Clerks of Court, as guests, were present: Malise Prieto, Ann Walsworth, Diane Meaux Broussard, and Hart Bourque. Michelle Cunningham was also present.

The meeting was called to order by President Louie Bernard, followed by the Opening Prayer by Dot Lundin. The Pledge of Allegiance was then led by Bill Hodge.

APPROVAL OF MINUTES

Motion was made by Gary Loftin and seconded by Lanell Landry that the Minutes of July 20, 2010 and of August 18, 2010 be approved as presented. MOTION CARRIED.

COMMENTS BY PRESIDENT

President Bernard asked Michael Thibodeaux to give an update on Allen Blanchard. He reported that he and a few others have lunch with Georgie once a month and that Allen's health is good but he continues to suffer with his other issues.

Report of the Executive Committee relative to Sheri Morris:

The President reported to the Board Members that at the Board Meeting July 20, 2010, it was discussed to have a "joint" meeting of the Association Board and Insurance Board on August 18, to coincide with the Clerk's Institute. At this meeting, it was agreed that the Insurance Board would hire the same attorney as the Association. President Bernard reported at the August meeting that a few additional names had been mentioned by some Clerks. Both Association and Insurance Boards agreed to hire Sheri on an "interim" basis, pending the receipt of other applications and an interview process by the Executive Committee. The Executive Director was instructed to send a letter to each Clerk giving them an opportunity to submit names of any attorneys interested in this position. A

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deadline of September 3rd was established. No applications were received. On September 7, 2010 the Executive Committee held a conference call and decided to recommend that the Board of Directors and the Insurance Trust Board hire Sheri Morris to represent both Boards. There was discussion concerning the attendance of the Attorney at said meetings and subsequent fees.

ERIN USER GROUP

The President then reported that the Secretary of State's Office had requested the appointment of Clerks to an "Erin User Group", said members to be from small, medium, and large offices for even representation on said Committee. Notice will be going out to those appointed on the committee. Election problems were discussed from the election of Saturday, October 2, 2010.

AUDIT REPORT

Michelle Cunningham from Duplantier, Hrapmann, Hogan & Maher, LLP presented to the Board the Independent Auditor's Report, with each Clerk member being given the printed booklet containing said reports. The Statement of Financial condition as of June 30, 2010 and 2009 were presented reflecting total assets \$508,346 for 2010 compared to \$786,587 for 2009. The Statement of Activities for year ended June 30, 2010, reflects total revenue of \$603,825.00 and total expenses of \$492,095, reflecting increase of net assets of \$109,486. The Statement of Cash Flows from Operating Activities reflects end of the year total of \$412,939.00. At this time there was a recommendation that the Convention Income and Expenses should be a part of the Auditors Report, and herein followed discussion as to said Convention receipts and expenses being in the Association office rather than a part of the Convention host. The Executive Director advised the Board that for this upcoming Convention, Clyde Ray Webber, the Host, has requested that all registration and expense monies be handled by the Association Office, since there is now a CPA available in the Association Office.

Finally, Michelle Cunningham presented the Auditor's Report of the Louisiana Clerks of Court Supplemental Compensation Fund for period ending June 30, 2010. The Fund at the end of June, 2010 reflected a Total Asset Balance of \$186,452 as compared to 2009 balance of \$132,745.00, with Report of Activities, and Cash Flow as of June 30, 2010, reflecting increase of cash in the amount of \$52,242.00. Motion by Cliff Dressel and Second by Carolyn Ryland that the Audit Report presented for the Association be approved. MOTION CARRIED. Motion by Bill Hodge, Second by Tammy Foster, that the Audit Report of the Supplemental Fund be approved, and with no objection said MOTION CARRIED.

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At this time, President Bernard addressed the hiring of Sheri Morris by the Executive Committee, it being noted that she will be paid an hourly fee of \$175.00. Motion by Jim Martin, and second by Gary Loftin, that said attorney be so hired with fees as noted, and with no objections said MOTION CARRIED.

FINANCIAL REPORTS

Tammy Foster at this time presented the financial reports, first of the Association, reflecting the balance sheet as of July 31, 2010, showing total assets of \$674,364.05. The Income Statement for one month ending July 31, 2010, reflects total revenue of \$46,843.07, and total expenses of \$48,691.95 giving a negative balance of (\$1,848.88).

The balance sheet as of August 31, 2010, indicates current assets of \$661,250.03. The income statement for 2 months ending August 31, 2010, reflects total revenue of \$53,716.04, expenses of \$42,933.99, with net income of \$10,782.05.

The balance sheet as of September 30, 2010, reflects total assets of \$651,134.05. The income statement for 3 months ending September 30, 2010, shows total revenues of \$52,821.15, total expenses of \$42,421.78, with a net income of \$10,399.37. Motion by Lanell Landry, second by Bill Hodge, to receive Financial Reports of the Association, and with no objection, MOTION CARRIED.

LEGAL FUND

Tammy Foster, Treasurer, reported the total assets of the legal fund as of July 31, 2010, were \$534.14. The income statement for 7 months ending July 31, 2010 reflects year to date negative balance of (\$23,093.31). The balance sheet as of August 31, 2010, reflects total assets of \$3,008.21, with income statement for 8 months showing negative balance of (\$20,619.24). The balance sheet as of September 30, 2010, shows total assets of \$524.35, with income statement for 9 months ending September 30, 2010, with negative balance of (\$23,103.10).

As to the Legal Fund, there was discussion concerning assessments and of the 5 parishes that are still involved, and that there could be further additional assessments.

Motion by Cliff Dressel, Second by Carolyn Ryland that the report of the Legal Fund be received and with no objection, MOTION CARRIED.

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RETIREMENT FUND

President Bernard at this time, gave a brief update on the Retirement Fund, noting that Dan Holmes will now become "hands-on" and will be attending meetings. The President further advised Board members of the returns made to our fund, noting the total fund return at 9.1% for the quarter and the International Equity returned a 15.4% for the quarter.

2010 CONVENTION REPORT

The Executive Director presented the Financial Report as filed with the Association from Convention Host, Dale Atkins reflecting the income and expenses with a final amount of \$3,032.35 being returned to the Association. There was then discussion with Board Members concerning the future conventions, and at this time, MOTION BY GARY LOFTIN, SECOND BY CLIFF DRESSEL that the Board go into Executive Session, and with no objection, said MOTION CARRIED. Upon completion of necessary business, MOTION BY GARY LOFTIN, SECOND BY LANELL LANDRY that this board return to the regular session, and with no objection, SAID MOTION CARRIED.

STRATEGIC PLANNING COMMITTEE REPORT

President Bernard advised Board members that the Executive Committee did meet at River Ranch in Lafayette to compile information and ideas from all present to come up with a STRATEGIC PLAN. The Board was then given a printed report of the recommendations by this Committee. The President further advised that the Executive Committee will take a more active role in the Clerks' Association as directed by the By-Laws. The intention of the Strategic Planning report is for the Association to make a commitment to thinking about those items that will need to be addressed in the future and for Board members to begin this thought process about the future.

LOBBYIST

President Bernard then brought to the attention of the Board the concerns about our lobbyist, and that the contract with Joe Wood had expired in June. There was discussion as to whether a new lobbyist should be hired or if Joe Wood would be retained. After all discussion, MOTION BY CAROLYN RYLAND, SECOND BY CAROL JONES, that the Executive Committee make a diligent study relative to the lobbyist for the Association – both pros and con – and report later to the Board. There being no objection, MOTION CARRIED.

The members of the Strategic Planning Committee were then given an opportunity to voice any concerns and ideas about the report as given.

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REPORT OF EXECUTIVE DIRECTOR

Debbie Hudnall addressed the Board as to any upcoming legislation, reminding those present that district meetings should begin. She noted that the upcoming session was a fiscal session, limiting each legislator to 5 bills. On behalf of John Norris, our Director advised Board members that there is a "Bad Check" program available through Norris Insurance Consultants. Board members were reminded by our Director that she and the staff at the Association office are available at any time and are willing to handle whatever problems for which the Clerks may need assistance.

JUDICIAL COUNCIL

President Bernard advised the Board that the appointment of Charlie Jagneaux to the Judicial Council will expire, and that Lynn Jones had agreed to accept said appointment. Motion by Bill Hodge, with second by Tammy Foster that Lynn Jones assume this appointment and with no objections, MOTION CARRIED.

EDUCATION COMMITTEE

After being completely overlooked and with sincere apologies by the President, Bill Hodge, Chairman, made a brief report to the Board advising that this committee will meet next week to begin plans for the upcoming Institute in February 2011.

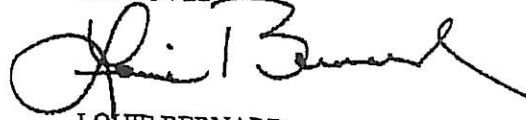
COMMENTS BY BOARD MEMBERS

At this time, President Bernard opened the meeting to any Clerk with comments and/or suggestions, and with no further business MOTION BY GARY LOFTIN, SECOND BY CHRISTINE CROW that this meeting be adjourned, and with no objection, MOTION CARRIED.

Respectfully Submitted,


W J BILL HODGE
SECRETARY

APPROVED:


LOUIE BERNARD
PRESIDENT