

**LOUISIANA CLERKS OF COURT ASSOCIATION
BOARD OF DIRECTORS MEETING
WEDNESDAY, SEPTEMBER 19, 2007
BATON ROUGE, LOUISIANA**

The Louisiana Clerks of Court Association Board of Directors met on the above date with the following **members present**: President Jim Martin, Michael Thibodeaux, Robby Barousse, Diane Meaux Broussard, Mark Graffeo, Lynn Jones, Cliff Dressel, Dot Lundin, Allen Blanchard, Pat Gladney, Bill Hodge, Bubbie Dupont, Peter Fitzgerald and Tom Sullivan. **Members absent** were Louie Bernard, Louis Perret, Beverly Gordon, Lanell Landry, Ann Johnson. The invocation was given by Pat Gladney. Mark Graffeo led the Pledge of Allegiance.

APPROVAL OF MINUTES

Robby Barousse made the motion to approve, as presented, the minutes of the last regular meeting of Thursday, July 26, 2007. The motion was seconded by Cliff Dressel. **Motion carried.**

COMMENTS BY PRESIDENT

Jim Martin welcomed everyone to the meeting.

YEAR ENDING JUNE 30, 2007 AUDIT REPORT

Independent Auditor's Report:

Michelle Cunningham, Certified Public Accountant with Duplantier, Hrapmann, Hogan & Maher, LLP, presented the board's audit report for the fiscal years ending June 30, 2007 and 2006 (copy available in Association office). Mrs. Cunningham reviewed the audit report and the accompanying financial statements. The report does not contain any adverse findings and the Association received the highest audit opinion possible. Mark Graffeo made the motion to accept the audit report as submitted and it was seconded by Lynn Jones. **Motion carried.**

Clerks' Supplemental Compensation Fund Report:

Michelle Cunningham continued with a review of the Clerks' Supplemental Compensation Fund report as of and for the year ending June 30, 2007 (copy available in Association office). Peter Fitzgerald made the motion to accept the clerks' supplemental compensation fund report as submitted and it was seconded by Cliff Dressel. **Motion carried.**

FINANCIAL REPORTS

Association Financial Report of July 2007 (Exhibit 1):

Mark Graffeo presented the financial report for July 2007 with exhibits furnished to each Board member. He reported the total current cash assets were \$337,996. The current total assets is \$403,822. The Association's income statement showed the one month revenue totaled \$34,269 with budgeted revenue of \$34,852. On the expense side, the expenses were down from what was budgeted due to the executive director's contract.

In the 2 Year Comparative Income Statement the total revenues for the current month this year totaled \$34,269 compared to last years total revenues for the current month which were \$29,629. The difference being the insurance reimbursement was up about \$700 and the retirement was up about \$4,000. Total expenses as of last year were about the same.

Legal Fund (Exhibit 2):

As of July 31, 2007 the total current assets for the Legal Fund were \$156,650. The total revenues for the seven months ending July 31, 2007 were \$438,810 and the expenses totaled \$318,213 leaving a net income of \$120,596.

A motion was made by Pat Gladney to accept the financial report as presented by Mark Graffeo. The motion was seconded by Robby Barrouse. **Motion carried.**

FEE LITIGATION

Randy Zinna reported that the attorneys were taking depositions and moving the case along.

(Exhibit 3)

A proposal was made that each Parish, with less than an average of 1400 suits per month, be assessed \$3.00 for each suit filed from July 2006 through June 2007 based on the Supplemental Compensation report. Additionally, each Parish, with an average of more than 1400 suits per month, be assessed \$5.00 for each suit filed during that same time period. The assessment would be levied on either November 1, 2007, or December 1, 2007, depending on the outcome of the gubernatorial election in order to assure that each clerks' office is in compliance with law. The assessment would be to fund the Legal Fund. A motion was made by Pat Gladney to accept the proposal. The Motion was seconded by Bill Hodge. **Motion Carried.**

REPORT OF EXECUTIVE DIRECTOR

President Jim Martin welcomed Debbie Hudnall to her first meeting as Executive Director of the Association.

Debbie Hudnall informed the Board: Calvin Adams is the acting clerk for Madison Parish, David Dart is the acting clerk for East Feliciana Parish, and Vera Harrell has retired from the Association Office. Debbie also made a request for repairs to be made to the Association Office. Cliff Dressel made a motion to spend up to \$25,000 for the repairs to the Association Office and if the repairs were over \$25,000, then the director has to bring the estimate or amount back to the Board. The motion was seconded by Robby Barousse. **Motion carried.**

BOARD REPORTS

Insurance Trust – Board of Trustees

President Jim Martin reported that the Hunt Group will be taking several proactive measures to benefit our program. The Insurance Board voted to send out RFP's for an audit on claims paid by FARA and to send out RFP's for an actuarial study of the plan design. The Board also authorized Randy Zinna to work with the Hunt Group to propose amendments to the Trust Document.

Retirement and Relief Fund – Board of Trustees

President Jim Martin reported that the Retirement Board met in August to vote on a Hedge Fund Manager. They heard from two groups, Blackstone Alternative Asset Management and UBP Group. The Board selected the UBP Group and the Board will be using Northern Trust as the transition manger to this new group.

Supplemental Compensation Board

Gary Loftin was not present to present a report; Debbie Hudnall said everything was going smoothly.

COMMITTEE REPORTS

2008 Convention Committee –

Mike Thibodeaux reported that all is going along well. The Convention will begin April 14th at the Lafayette Hilton and the overflow will be at Hotel Acadiana.

OTHER BUSINESS

Debbie asked that the Districts begin to discuss proposed legislation and to send their proposals to the Association office prior to the December meeting.

FOR YOUR INFORMATION

The next Board Meeting will be held in December in Natchitoches. A registration fee of \$100 was implemented.

Tuesday, December 4, 2007 at 7:00 p.m. - Dinner
Wednesday, December 5, 2007 at 9:00 a.m. - Clerks Only Meeting
Wednesday, December 5, 2007 at 1:00 p.m. - Retirement Board Meeting
Thursday, December 6, 2007 at 9:00 a.m. - Insurance Trust Meeting
Thursday, December 6, 2007 at 1:00 p.m. - Association Board Meeting

ADJOURNEMENT

A Motion was made by Tom Sullivan to adjourn the meeting. It was seconded by Diane Meaux Broussard. **Motion carried.**

DIANE MEAUX BROUSSARD
Secretary



JIM MARTIN
President