

APPROVED MINUTES

LOUISIANA CLERKS OF COURT ASSOCIATION BOARD OF DIRECTORS MEETING THURSDAY, DECEMBER 6, 2007 NATCHITOCHES, LOUISIANA

A meeting of the Board of Directors of the Louisiana Clerks of Court Association was held on Thursday, December 6, 2007, at 1:00 p.m. at the Event Center in Natchitoches, Louisiana.

The meeting was called to order by President Jim Martin who then asked Louie Bernard to give the invocation. Louis Perret then led the Pledge of Allegiance.

MEMBERS PRESENT

The following members were present: President Jim Martin, Michael Thibodeaux, Robby Barousse, Louie Bernard, Diane Meaux Broussard, Mark Graffeo, Lynn Jones, Louis Perret, Cliff Dressel, Dot Lundin, Allen Blanchard, Pat Gladney, Bill Hodge, Lanell Landry, Ann Johnson, Bubbie Dupont, and Peter Fitzgerald. Also present: Debbie Hudnall, Executive Director and Attorney, Randy Zinna.

Members absent: Beverly Gordon and Tom Sullivan.

APPROVAL OF MINUTES

Robby Barousse made the motion to approve, as presented, the minutes of the last regular meeting of Wednesday, September 19, 2007. The motion was seconded by Bill Hodge.

Motion carried.

COMMENTS BY PRESIDENT

President Martin thanked everyone for attending the meeting and thanked Louie Bernard for making all of the arrangements along with providing the wonderful food and entertainment.

FINANCIAL REPORTS

Association Fund (Attachment 1)

Treasurer Mark Graffeo presented the financial reports of the Association for August, September and October. The total receipts for the year to date were \$141,415 and total expenses year to date were \$140,169. He reported the total cash assets as of October 31, 2007, were about \$314,000.

Legal Fund (Attachment 2)

Treasurer Mark Graffeo presented the financial reports of the Legal Fund for August, September and October. The total receipts for January 1, 2007 through October 31, 2007, were \$457,563 and the total disbursed through October 31, 2007 was \$449,658.

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He also gave a Legal Fund History report showing a total of \$1,034,433 being collected from January 1, 2006, through November 19, 2007; a total of \$650,605 paid out in expenses leaving a fund balance as of November 19th of \$383,828. He reported a balance in receivables of approximately \$163,869. Debbie reported she had subsequently received an additional bill for around \$72,000.

A motion was made by Louie Bernard to receive the financial reports as presented and seconded by Robby Barousse. **Motion carried.**

COMMENTS BY ATTORNEY

Randy Zinna gave an update on the fee litigation and reported that he hoped it could be concluded in 2008.

Randy Zinna reported on the request of two employees to either be compensated or allowed to carry excess leave time over into the future.

Robby Barousse moved that the Board go into Executive Session to discuss office personnel and the motion was seconded by Cliff Dressel. **Motion carried.**

The Board returned into regular session.

Pat Gladney moved that the Office Policy and Procedure be enforced and that the maximum amount provided in the office policy be allowed. Motion was seconded by Robby Barousse. **Motion carried.**

BOARD REPORTS

Insurance Trust – Board of Trustees

President Jim Martin reported that the Insurance Trust is in much better shape and that the Trust has now accumulated approximately one million dollars in just four months. He reported the Trust was having better claims experience and that we are getting the discounts we were promised. He reported the program is not perfect, but that it continues to improve. He further reported that the Insurance Trust Board had voted to hire an actuary who would perform an actuarial report to help set premium rates for next year. President Martin also informed the Board of Directors that Mr. Campisi had offered a proposal to the Insurance Board to continue to serve on a monthly retainer. After careful consideration, the Insurance Board voted to thank Mr. Campisi for his dedicated service to the Insurance Trust for the last ten year, but that our program has now moved passed what he provided.

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Retirement and Relief Fund – Board of Trustees

President Jim Martin reported that the Board of Trustees had heard reports from the consultant, Kari Creighton and two money managers, Capital Guardian and UBP. Additionally, the transition managers and custodian bank, Northern Trust, met with the Board of Trustees. President Martin reported that it had not been a stellar quarter, but the fund did not take some of the big hits that others had taken. He reported that the good news is that the Actuary, Gary Curran, had reported that the Clerks' retirement system is the only system that has maintained the 8% target ratio over a ten year period. Gary Curran reported that 4.75% of the employer contribution goes toward paying the unfunded liability. The minimum required employer contribution rate for 2008-2009 is 11.25%, but the Retirement Board voted to maintain the rate at 11.75%. Upon approval of the PRSAC, the Retirement Board voted to grant a 2% COLA for those retirees 65 and older effective January 2008. The Retirement Board voted not to take any further action at this time on Back DROP. President Martin additionally reported that the Retirement Board had voted to introduce the following legislation:

1. Allow entering DROP at age 55
2. Amend Disability Retirement as recommended by the Disability Retirement Committee
3. Amend the provisions of law to allow the Retirement Board to set the employer contribution rate at any amount equal to or above the actuarial required amount

Supplemental Board

On behalf of Gary Loftin, Debbie Hudnall reported that as of October 31, 2007, the total assets were \$188,015.47. She further reported that the fund is paying out more each month than it is taking in, but that was because rather than a 13th check being paid an additional amount is being paid out on a monthly basis. She also informed the Board that even with an increase in contributions next year, there may not be a pay increase.

COMMITTEE REPORTS

2008 Convention Committee

Louis Perret reported that everything is well underway and gave an outline of the agenda. He reported the dates to be April 14 - 17 at the Lafayette Hilton with overflow at Hotel Acadiana. He reported something should be going out in the mail very soon.

2009 Convention Committee

Debbie Hudnall reported for Tom Sullivan that he had been negotiating with the Capitol Hilton in Baton Rouge for the dates of April 12-16.

Education Committee

Bill Hodge reported that both the February and August 2008 Institutes will be at the Embassy Suites in Baton Rouge.

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LA. Clerks of Court Data Networking System

Debbie Hudnall reported that the funding for the LA Clerks of Court Data Networking System should be on the agenda of the Bond Commission on December 20th.

REPORT OF EXECUTIVE DIRECTOR

Debbie Hudnall reported that the office renovations were almost completed except for the paint touch ups, lavatories and Formica and that approximately \$20,000 of the \$25,000 allocated had been spent. She reported it had been very difficult for the staff because of everything having to be moved out of the office, but they had worked very hard to get everything accomplished and continue carrying on the operations of the office. She further reported that the Windward Group had picked up all of the Insurance and Retirement files and had started imaging the documents.

OTHER BUSINESS

Louie Bernard reported that Secretary of State, Jay Dardenne, had asked him to announce to the Clerks that Senator Tom Schedler would be the new First Assistant to the Secretary of State.

President Martin appointed Mike Thibodeaux, Diane Broussard and Louie Bernard as the New Clerks Orientation Committee.

Allen Blanchard moved that the Association Board recommend to the Association Members that they reconsider the proposed Legislation requiring a clerk's office to pay 100% of a retiree's health insurance with 20 years of service because of the previous close vote. Motion seconded by Robby Barousse. **Motion carried.**

FOR YOUR INFORMATION

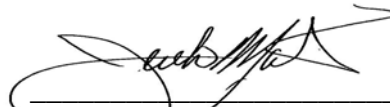
President Martin announced that the next Board meetings would either be the last week in February or the last two weeks in March in Marksville.

First Vice President, Michael Thibodeaux announced that the Board Meetings for December 2008, would be in Natchitoches on December 1st, 2nd, & 3rd.

ADJOURNEMENT

A Motion was made by Ann Johnson to adjourn the meeting. It was seconded by Bubbie Dupont. **Motion carried.**

S/Diane Meaux Broussard
DIANE MEAUX BROUSSARD
Secretary


JIM MARTIN
President