

# **Louisiana International Gulf Transfer Terminal Authority**

## **Full Board Meeting Minutes-** Adopted July 16,2021

March 24, 2021

ZOOM Meeting

3:05 pm- 3:50 pm

### Committee Members in Attendance:

A. G. Crowe  
John Hyatt  
Chris Westbrook

### Others in Attendance:

Larry Roedel – Legal Counsel  
Crystal Hutchinson- LIGTT Authority

A roll call was conducted, and a quorum was established – members present listed above. Chairman, AG Crowe, President, called the meeting to order at 3:05 pm.

Commissioner Hyatt moved to accept the minutes of the previous meeting and dispense with the reading of the same. Motion carried unanimously.

Tentative Meeting Schedule for the remainder of 2021 was approved as follows:

Week of May 10, Full Board  
August 2021, Full Board  
November 2021, Full Board  
Executive Board to meet as needed

2021 Legislation- Continue the process of determining which entities will represent the River Pilots on the board.

The RFP/RFQ process continues, Pre-Submittal Conference was held on March 5, 2021, with 2 participants. The deadline for submittal is May 3, 2021. A full report will be provided to Full Board at the May board meeting.

Preparation of the FY22 Budget will be delayed until after the closing date for the RFP.

As per enabling legislation, any Commissioner that terms out will continue to serve until new members are appointed.

Motion to exit Regular Session and enter Executive Session was made by Chairman Crowe at 3:18 pm. Motion carried unanimously.

Motion to exit Executive Session and return to Regular Session was made by Chairman Crowe at 3:45 pm. Motion carried unanimously.

Motion made by Commissioner Hyatt to approve Crystal Hutchinson to work on a part-time basis for the month of April at a rate of \$2,500 and to accept resignation effective April 30, 2021. Motion carried unanimously.

Motion made by Commissioner Westbrook to pay full accrued PTO in the amount of \$13,801.94 to Crystal Hutchinson in the event a new developer is secured. Motion carried unanimously.

Basic administrative functions will be handled on a volunteer basis by Roedel Parsons with assistance from Crystal Hutchinson.

With no further business to come before the board, motion to adjourn was made by Commissioner Westbrook at 3:50 pm.

Crystal Hutchinson