

**BOARD MEETING  
DECEMBER 5, 2013**

The meeting of the Terrebonne Veterans Memorial District Board was called to order by, Ken Royston, President of the Board, at 5:30 p.m. in the meeting room on the 6<sup>th</sup> floor of the Government Towers at 8006 Main St., Houma, LA.

Roll Call of Board Members

Present were : Ken Royston, Will Theriot, John Hebert, C. J. Christ, Edward Pontiff, Eugene Pellegrin and Lee Shaffer. Absent : Jack Croker and Richard Ricca. Also present was Jamie Elfert of TPCG and John Lyons of Providence/GSE.

The Invocation was led by Lee Shaffer.

The Pledge of Allegiance was led by Ken Royston.

Motion by Will Theriot; 2<sup>nd</sup> by Edward Pontiff to approve the minutes of the meeting of November 7, 2013. Approved by the Board.

A request was made for comments from the public with no response.

Motion by Will Theriot; 2<sup>nd</sup> by C. J. Christ to approve the Bill List of Outstanding Invoices in the amount of \$38,348.68. Approved by the Board. Copies attached.

Motion by Lee Shaffer; 2<sup>nd</sup> by John Hebert to approve Reimbursements for the Veterans Museum Foundation for \$5,244.90. Approved by the Board with Will Theriot and C.J. Christ abstaining. Copies attached.

Motion by Will Theriot; 2<sup>nd</sup> by Edward Pontiff to approve Reimbursements for Veterans Park for \$250.00. Approved by the Board with John Hebert abstaining. Copies attached.

Motion by Lee Shaffer; 2<sup>nd</sup> by Edward Pontiff to approve the Monthly Financial Report. Approved by the Board. Copies attached.

Motion by Lee Shaffer; 2<sup>nd</sup> by John Hebert to approve the Final 2013 Balancing Adjustments. Approved by the Board. Copies attached.

Motion by Will Theriot; 2<sup>nd</sup> by Edward Pontiff to approve the engagement letter for the 2013 audit from Martin and Pellegrin with a 3 year agreement with the cost to be

\$6,850.00 per year. Approved by the Board. Copies attached.

A Public Hearing for the adoption of the 2014 Operations and Maintenance Budget was held with no comments from the public. Motion by Lee Shaffer; 2<sup>nd</sup> by Eugene Pellegrin to adopt the 2014 Operations and Maintenance Budget. Approved by the Board with C. J. Christ, Will Theriot and John Hebert abstaining. Copies attached.

Veterans Park Committee : Lee Shaffer was appointed to gather examples of fencing that could be used along the Bulkhead and to bring the information to the Board and the T.P.C.G. Engineering Department and to contact Roger Songe of Veterans Park and the Southdown Museum for their input.

Regional Military Museum Foundation : John Lyons informed the Board that construction was on schedule and that some construction problems had been addressed and that 10% to 15% of the project had been completed with the concrete slab having been poured December 4, 2013 and the metal building parts to be delivered next week. He informed us that a Change Order was needed concerning doors, site drainage layout, sewer line adjustment and a fire lock box for keys in the amount of \$2,236.80

Motion by C. J. Christ; 2<sup>nd</sup> by Will Theriot to deviate from the Agenda with unanimous approval by the Board.

Motion by Edward Pontiff 2<sup>nd</sup> by Lee Shaffer to approve Change Order No.2 to provide funds in the amount of \$2,236.80 for the Museum Project. Approved by the Board

Motion by Lee Shaffer; 2<sup>nd</sup> by C. J. Christ to deviate from the Agenda with unanimous approval by the Board.

Motion by Lee Shaffer; 2<sup>nd</sup> by Eugene Pellegrin to allocate funds up to \$4,000.00 to GSE to aid in the design and direction for landscaping and paving bricks to be placed at the front site of the Museum. Approved by the Board.

Motion by C. J. Christ; 2<sup>nd</sup> by Lee Shaffer to move the 2014 Meeting Dates of the Terrebonne Parish Veterans' Memorial District Board to the 3<sup>rd</sup> Thursday of each month. Approved by the Board.

Election of 2014 Officers : Motion by C. J. Christ; 2<sup>nd</sup> by Edward Pontiff to approve by acclamation the current Officers: Ken Royston, President; Will Theriot, Vice-President; and John Hebert, Secretary-Treasurer for 2014. The Motion was unanimously approved by the Board.

A call was made to discuss any other matters to be considered by the Commission.

Motion by Will Theriot; 2<sup>nd</sup> by C. J. Christ to adjourn the meeting. Approved by the Board. Meeting adjourned at 6:30 p.m.