

**West Calcasieu Parish Community Center Authority
Board of Directors – Regular Meeting
February 15, 2012
West Cal Arena
Sulphur, Louisiana**

Meeting was called to order at 5:30 p.m. by Greg Robertson.

Invocation pronounced by Greg Robertson.

Pledge was lead by Dr. George Vincent.

ROLL CALL:

Roll call was made with the following results:

Present:	Greg Robertson- Chairman	Dr. George Vincent- Vice Chairman
	Evelyn White- Secretary/Treasurer	Chuck Kinney-Board Member
	Meg Lovejoy – Board Member	Adrian Moreno- Executive Director
	Joyce Anderson- Asst. Manager	

Absent:	Bob Hardey- Board Member	Mike O’Quinn – Board Member
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AMENDMENTS, ADDITIONS, DELETIONS TO THE AGENDA:

Evelyn White made a motion to accept the February 2012 agenda as presented. Meg Lovejoy seconded the motion. All voted and approved.

APPROVAL OF MINUTES:

Chuck Kinney made a motion to accept the January 2012 minutes as presented. Dr. George Vincent seconded the motion. All voted and approved.

APPROVAL OF FINANCIAL REPORT:

Mr. Moreno gave a brief summary of the financial report for the month of January 2012. The annual grant from the Calcasieu Parish Policy Jury has been received in the amount of \$100,000.00. Mr. Moreno also informed the board that the Co-Op in which these funds are received is up for renewal in 2013. Negotiations have been initiated with the Police Jury on renewing this Co-Op and possibly increasing the funding assistance currently being received by the Parish for operational assistance. The Interest and Dividends line item is currently under budge due to the authority only receiving interest dividends from the Bonds at Chase Bank on a quarterly basis. Also, the authority’s reserves are not being invested in CD’s in order to keep money accessible during the construction of Phase II. A budget adjustment will need to be made at a later date to account for this change in collections. On the expense side the line item for Maintenance of Property is over budget due to unexpected maintenance on the sprinkler system. This line will also need to be adjusted in the near future.

Dr. George Vincent made a motion to accept the financial report for January 2012 as presented. Meg Lovejoy seconded the motion. All voted and approved.

OLD BUSINESS:

A. Phase II Events Center Update (Mr. Broussard)

Mr. Broussard gave a brief update on the status of the plans for the second phase Events Center. The plans will be complete and ready for bidding once the proper notations are made regarding the ranking of alternates. Mr. Broussard explained the ranking process for listing the alternates and the board members discussed several alternatives. After discussion, the board agreed that the add alternates will be listed as follows:

1. Add paved parking on the north and west side of the building
2. Add service yard wall around the southern porting of the building
3. Add water fountain and sign in front of the facility

Mr. Broussard also informed the board that it was brought to his attention by the local fire marshal that new ADA regulations will be taking effect on March 15, 2012. If plans are submitted prior to that date and approved, the new facility would fall within the old guidelines and should not delay the approval process. Mr. Broussard intends to have the plans delivered to Baton Rouge to Facility Planning and Control as well as the state Fire Marshall to begin the approval process by the end of the month.

NEW BUSINESS:

A. Review and discuss the following invoices

- a) Invoice #8473 (#3) from HFP Acoustical Consultants
- b) Invoice #8545 (#4) from HFP Acoustical Consultants
- c) Invoice #1036 (#2) from Dana Brown and Associates
- d) Invoice #11789 (#1) from Myriam Hutchinson Interior Design, Inc.

The board reviewed and discussed the invoices listed above and with no further discussion, Dr. George Vincent made a motion to accept and pay the listed invoices as presented. Meg Lovejoy seconded the motion. All voted and approved.

DIRECTOR'S REPORT:

None

PUBLIC COMMENTS:

None

ADJOURNMENT:

With no further business to discuss, Greg Robertson entertained a motion to adjourn.

The next regular meeting of the Board of Directors will be held on Wednesday, March 21, 2012 at 5:30 p.m. at the West Cal Arena, Sulphur, Louisiana.