

Minutes of Meeting
Louisiana Cemetery Board
Executive Committee
October 13, 2021

A meeting of the Louisiana Cemetery Board Executive Committee was held October 13, 2021, via video conference, pursuant to notice, in a manner that allowed for observation and input by members of the public, in accordance with the La. Acts 2020, No. 302. The meeting was called to order at 9:00 A.M.

Present were: Gerald W. Melancon, Chair
Marilyn Leufroy, Vice-Chair
Shelly M. Holloway, Secretary/Treasurer
Lucy L. McCann Director
Ryan M. Seidemann, Assistant Attorney General

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Public Comment

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Executive Session

Ms. Leufroy made a motion to go into Executive Session to discuss personnel matters. The motion was seconded by Ms. Holloway and a roll call vote was taken: Ms. Holloway – yea; Ms. Leufroy – yea; and Mr. Melancon – yea.

Ms. Leufroy made a motion to come out of Executive Session. The motion was seconded by Ms. Holloway and a roll call vote was taken: Ms. Holloway – yea; Ms. Leufroy – yea; and Mr. Melancon – yea.

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Regarding the retirement of the Director of the Board, Lucy L. McCann, on or about December 21, 2022 and a succession plan to hire a new Director, by unanimous consent, the Executive Committee made the following recommendations: to accept applications for the position of Director beginning April 1, 2022; interviews of qualified applicants will be conducted by the Executive Committee prior to the May 2022 Board Meeting; based on the selected successors qualifications, the Executive Committee will recommend a salary and a transition and/or training period of 2-3 months; and all recommendations of the Executive Committee will be placed before the full Board for consideration and approval at its May 2022 meeting.

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The Director reviewed the proposed 2021 Budget amendments and the 2022 Proposed Budget and Fee Schedules.

After review and discussion, by unanimous consent, the Executive Committee, recommended the proposed 2021 Budget amendments and the 2022 Proposed Budget be presented to the Board for consideration and approval, and indicated any adjustments to the 2022 Budget related to a transition and/or training period for the new Director will be presented to the Board at its May 2022 meeting.

Regarding the Fee Schedules, by unanimous consent, the Executive Committee, recommended the 2022 Renewals for (Non-Exempt) Certificates of Authority remain at fourteen dollars (\$14.00) per interment; the Merchandise Report filing fees remain at nine dollars (\$9.00) on contracts written in 2022 and due in 2023; and the Perpetual Care Report filing fees remain at four dollars (\$4.00) for contracts written in 2022 and due in 2023.

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There being no further business, Ms. Leufroy made a motion to adjourn the meeting at 9:45 A.M. The motion was seconded by Ms. Holloway and unanimously approved.



Gerald W. Melancon, Chair