**Special Meeting**

**August 22, 2018**

**The Special Meeting of the Lafourche Basin Levee District met at the official domicile of the Board in Vacherie, Louisiana and was called to order by President Michael McKinney, Sr. at 6:00 pm.**

**The following Commissioners were in attendance: President Michael McKinney, Sr., Ascension Parish; Craig Carter, Assumption Parish; Stanley Folse, St. James Parish; Jeffery Henry, Ascension Parish; Marlin Rogers, St. Charles Parish; Gary Watson, St. John the Baptist Parish; Russell Loupe, St. Charles Parish; Eric Matherne, St. Charles Parish; Kevin Hebert, St. Charles Parish; James Jasmin, St. James Parish and Whitney Jasmin, Jr., St. John the Baptist Parish was absent. Ivy Chauvin, Assistant Executive Director and Donald Ray Henry, Executive Director were present. Attorney Larry Buquoi was absent.**

**President Michael McKinney Sr. turned the meeting over to the President-Elect, James P. Jasmin.**

**The meeting was opened with a prayer and the pledge of allegiance to the flag.**

 **Mr. Jasmin introduced the stand-in attorney in place for Mr. Buquoi, Mr. Mohan.**

 **A discussion took place on the new incoming President’s future committees and chairmen. Commissioner James Jasmin chose to keep all existing committees. He has also chosen to add an additional committee, the Upper Barataria Project Committee. Commissioner Jasmin stated that a lot of work and information will be taking place in the near future and it would be best if the Board can start getting on top of things and getting prepared. Mr. Jasmin also would like for the Chairmen of the committees to be more informed about their committees. He would like the committees to take some time to start meeting amongst themselves as separate committees. A discussion took place among the Commissioners on how they should handle this new adjustment. They discussed different options on when the different committees can meet. Mr. Mohan informed the Board that they need to announce the meeting ahead of time for adequate notice.**

 **Next item discussed were on policies, rules and regulations. Commissioner James P. Jasmin stated that the Board needs to become more familiar with Robert’s Rules of Order. Commissioner Eric Matherne stated that it may be a good idea if the Board can take a class on Robert’s Rules of Order.**

**Discussion and action took place on changing the days that the Board meetings will be held. Commissioner Jasmin suggested to the Board that the Regular Board meeting will be held the first Wednesday of the month. On the following Tuesday will be the Finance meeting. The Wednesday following the Regular Board meeting will be the Committee Meeting. A discussion took place amongst the Commissioners. It was decided that the first Wednesday will be the Regular Board Meeting; the next week on the following Monday and Wednesday will be the Finance Meeting (Monday) and the Committee Meeting (Wednesday).**

**The next item Mr. Jasmin discussed was on the possibility of hiring a Board Secretary. Commissioner Kevin Hebert asked for a list of job duties the secretary would have. Commissioner James Jasmin started stating that the secretary would report to the Board. This person would pass along needed information to the Board along with doing minutes of the meetings and other things the Board may need. Executive Director Donald Henry read some of the roles the Board’s secretary would have from the By-laws. The Board held a discussion on questions about what is to be expected from a Board’s secretary. The Board decided to take no action and to wait until more information is gathered.**

**Commissioner Russell Loupe moved to adjourn and was seconded by Commissioner Jeffery Henry.**

 **President**

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