Region IV Acadiana Area Human Services District-Board Meeting Minutes Woman's Foundation, Inc.

June 27, 2011

<u>Members Present:</u> Joseph Claude Devillier, Gwen Klorer, Charles Labbe, Patricia LaBrosse, Kay Marcel, Butch McHugh, Mary Neiheisel, John Pitre, and Bryan Vidrine

Absent: Sydnie Mae Durand

Other: Frankie Grant, Tanya McGee

<u>Visitors and Guests</u>: Joyce Ben, Daniel Landry, Richard Landry, Kenny Patton, and Tina Stefanski

Agenda Item	Discussion	Action
Call to Order		George McHugh, Vice Chair, at 6:30 p.m.
Roll Call	Nine board members present.	
Quorum		Quorum present—nine of ten members in attendance.
Agenda/Amendments	Mr. McHugh, Vice- chair, asked for additional agenda items. No other items added to agenda.	Agenda approved.
Frankie Grant	Discussed and answered many questions regarding Executive Director Job Description, salary ranges, benefits, types of appointments, advertising, interviews, and employment.	
Minutes of April 25and May 23, 2011	J. Pitre/B. Vidrine moved/seconded approval of April 25, 2011, and May 23, 2011, minutes.	Minutes approved.
Unfinished Business	G. Klorer/C. Devillier moved/seconded	Amendments approved.
Amendments	approval of the amendments. (Article III, 4 c. Absences of three (3) consecutive regular meetings or a total of five meetings in a calendar year.)	
	(Article IV. 1.e. Board members	
	The duties if the board members will be to: i. Attend meetings ii. Notify secretary of expected	
	absences as soon as possible iii. Participate in discussions and	

Minutes June 27, 2011

decisions iv. Vote according to Board of Ethics v. Serve on committees as appointed by the chair Will utilize information from F. Grant and will call meeting to discuss. Developed questions and presented to F. Grant and Tanya McGee. Committee will utilize answers to complete job description and advertisement. New Business: Executive Director employment The Employment Process and the job description and divertisement. Job description are circulated was discussed and edited. C. Labbe/K. Marcel moved/seconded to approve the job description and give the members of the Search committee permission to review and finalize the Job Description and Executive Director Position and send to G. McHugh within the next 48 hours. Mr. McHugh will send to F. Grant for posting on Louisiana Carcers site. M. Neiheisel volunteered to accept resumes by email and prepare for distribution. Updates Dr. Stefanski announced a new PH Unit in New Iberia. Announcements None. Please, send to secretary by July 20, 2011. Motion approved. Motion approved. Tanya McGee will also help with the completion of the HR2 form. Tanya McGee will also help with the completion of the HR2 form. Tonya McGee will also help with the completion of the HR2 form. Tanya McGee will also help with the completion of the HR2 form. Tanya McGee will also help with the completion of the HR2 form. Tanya McGee will also help with the completion of the HR2 form. Tanya McGee will also help with the completion of the HR2 form. Tanya McGee will also help with the completion of the HR2 form. Tanya McGee will also help with the completion of the HR2 form. Tanya McGee will also help with the completion of the HR2 form. Tanya McGee will also help with the completion of the HR2 form. Tanya McGee will also help with the completion of the HR2 form. Tanya McGee will also help with the completion of the HR2 form. Tanya McGee will also help with the completion of the HR2 form. Tanya McGee will also help with the completion of the HR2 form. Tanya McGee will als	Agenda Item	Discussion	Action
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Secretary, AAHSDB	Submitted by Secretary		Mary S. Meiheisel
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