

**West Calcasieu Parish Community Center Authority
Board of Directors-Regular Meeting
July 17, 2019
West-Cal Events Center
Sulphur, Louisiana**

Meeting was called to order at 5:30 p.m. by J.C. Cormier

Invocation pronounced by Meg Lovejoy

Pledge was led by Evelyn White

ROLL CALL:

Roll call was made with the following results:

Present:	J.C. Cormier- Chairman	Coy Vincent-Vice Chairman
	Evelyn White - Secretary/Treasurer	Mike O’Quinn-Board Member
	Margaret Lovejoy-Board Member	Adrian Moreno-Executive Director
	Joyce Anderson-Operations Manager	Karla Doucet-Administrative Assistant

Absent: Dr. George Vincent – Board Member Darwin Pinder – Board Member

AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:

Coy Vincent made a motion to accept the Agenda as presented. Evelyn White seconded the motion. All voted and approved.

APPROVAL OF MINUTES:

Coy Vincent made a motion to accept the June 2019 regular meeting minutes as presented. Mike O’Quinn seconded the motion. All voted and approved.

APPROVAL OF FINANCIAL REPORT:

Mr. Moreno gave a brief summary of the Financial report for June 2019:

The Month of June closes out the 2018-2019 Fiscal Year. Year-to-Date the total Income is over budget by \$160,000, while Expenses are \$93,000 under budget. Hotel/Motel taxes were collected and deposited in the amount of \$79,088.65 bringing the total collections for the fiscal year to \$1,292,593, the cap for the current year. The cash flow summary has the Authority closing out the fiscal year at just over \$6.5 million. Mr. Moreno stated that there are no unusual or outstanding expenses for the month of June.

Evelyn White made a motion to accept the financial report as presented for June 2019. Meg Lovejoy seconded the motion. All voted and approved.

OLD BUSINESS:

A. Multi-Purpose Arena – Renovations Project Update (Mr. Moreno)

Mr. Ellender was unable to attend the meeting due to prior engagements and the update was given by Mr. Moreno. Mr. Moreno informed the Board that some preliminary work has been done on the electrical portions of the job and the shop drawings are expected to be finalized in the next few weeks. Mr. Moreno also stated that he and Mr. Ellender are working with the General Contractor to get the details of the

schedule updated and finalized. The Arena is scheduled to reopen for operations on August 6, 2019 for National Night Out but will do so with limited resources until such time as the renovations are complete.

Mr. Moreno discussed with the Board the first change to the project which includes relocating the sub surface support beams needed for the overhead doors on the west side of the building. These beams will need to move in ward towards the arena so that they do not fall directly over the current support beams supporting the main arena columns. Total addition for this change is \$1,550.00 and will be used from the contingency allowance for the project.

Evelyn White made a motion to accept the Contingency Allowance Work Order #1 in the amount of \$1,550. Meg Lovejoy seconded the motion. All voted and approved.

NEW BUSINESS:

NONE

DIRECTOR'S REPORT:

Mr. Moreno informed the Board that one of the two Boilers at the Events Center has been leaking and is damaged beyond repair. The technician that came to inspect the leak found extensive damage to the interior housing of the unit including fallen insulation, corrosion, soot and damages to the heating elements inside the Boiler. Mr. Moreno also presented photos of the damages for the Board to review. The Board discussed the options of repairing vs replacing the damaged Boiler.

Meg Lovejoy made a motion to replace the Boiler at the Events Center as soon as possible and to include this project with the water filtration system that is currently being researched for the facility. Coy Vincent seconded the motion. All voted and approved.

Mr. Moreno continued to discuss the insurance claim from the hail damage as previously mentioned to the Board and will continue working with insurance agents, adjustors, and architects as new developments are made available.

PUBLIC COMMENTS:

NONE

ADJOURNMENT:

With no further business to discuss Meg Lovejoy made a motion to adjourn. Evelyn White seconded the motion. All voted and approved.

The next regular meeting of the Board of Directors will be held on Wednesday, August 21, 2019 at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.