

**West Calcasieu Parish Community Center Authority  
Board of Directors-Regular Meeting  
October 18, 2023  
West-Cal Events Center  
Sulphur, Louisiana**

**Meeting was called to order at 5:30 pm by Matt Vincent**

**Invocation pronounced by The Rev. Margaret Lovejoy**

**Pledge was led by Matt Vincent**

**ROLL CALL:**

Roll call was made with the following results:

Present:	Matt Vincent – Chairman	Coy Vincent – Board Member
	The Rev. Margaret Lovejoy – Sec./Treas.	Darwin Pinder- Board Member
	Evelyn White-Board Member	Adrian Moreno-Executive Director
	Robert Letard-Board Member	Judge Tommy Quirk
	Joyce Anderson – Operations Manager	

Absent: Missy McClelland – Vice Chairman

**AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:**

Rev. Lovejoy made a motion to accept the agenda as presented. Coy Vincent seconded the motion. All voted and approved.

**APPROVAL OF MINUTES:**

Coy Vincent made a motion to accept the September 2023 meeting minutes as presented. Evelyn White seconded the motion. All voted and approved.

**APPROVAL OF FINANCIAL REPORTS:**

Mr. Moreno gave a brief summary of the Financial Reports for September 2023:

There was once again very positive numbers to report for the month of September 2023. The first item of note was the \$94,205.59 in the Other Income line item which was the final deposit from FEMA for storm related damages reimbursement from Hurricane Laura in 2020. Numbers were under budget in the Concession Net line item but Mr. Moreno explained again that these were a direct result of the timing of the deposits for the month and this should be corrected in the subsequent month.

With regards to expenses there only two items of note, one being a premium adjustment on the Workman’s comp coverage which is directly related to the previous fiscal years revenues. The other item was a CPR training that was conducted for all management level employees.

Year to date, the month of September does close out the first fiscal quarter for the new year. Self-generated revenues for the quarter are holding at just over 25% above projected budget while total revenues year to date are \$158,000. Expenses with the increased insurance premium have the Authority at 11% over budget. Without the increase the Authority is reporting expenses at 7% below budget. Once again Mr. Moreno anticipates closing the gap on the added expenses prior to the conclusion of the fiscal year in June.

Evelyn White made a motion to accept the Financial Report as presented for the month of September 2023. Darwin Pinder seconded the motion. All voted and approved.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**A. Presentation from Southwest Area Modelers of Plastic (SWAMP) for non-profit status**

Mr. Moreno introduced Mr. Robert Leishman and Lester Robertson from the local Southwest Area Modelers of Plastic club to the board. Mr. Robertson and Mr. Leishman wished to address the board in hopes that their local SWAMP club could be considered as a nonprofit organization by the Authority so as to qualify for the discounted rate for the use of the facility. Mr. Robertson, through his presentation explained why they felt their organization should qualify for the discounted rate. Mr. Moreno explained to the board that the current policy is somewhat vague and limits the discount rate outside of churches, schools, civic organizations to those organizations that have legal non-profit IRS recognition.

Coy Vincent made a motion to have this request further discussed at the next available Finance Committee meeting and report back to the full board. Rev. Lovejoy seconded the motion. All voted and approved.

**DIRECTORS REPORT:**

Mr. Moreno updated the board on the facility's current operations:

The Events Center project has finally been completed and is only lacking minor punch list items. Final invoices along with Substantial Completion should be received by the following months board meeting. This now 100% completes all storm related damages/repairs from Hurricane Laura in 2020.

FEMA has made their last project disbursement related to damages from the storms in 2020. Estimated totals from Hurricane Laura were just over \$780,000 to the entire complex. Total reimbursements to date from FEMA are just over \$702,000. FEMA does offer a Management Cost Category Z project by which time put into the process of collecting data and working with all entities involved can be reimbursed at a formula calculated by FEMA. Based on the projects' total disbursements, the Authority is eligible at just over \$30,000 in additional assistance. Unfortunately this process will require an exact accounting of the time dedicated for each project. Currently the time frame for this project is unknown and Mr. Moreno informed the board that he would do what he could to collect any available funds for the Authority if available.

The Cooperative Endeavor for Act 447 has been submitted to the State Treasury office and are awaiting final approval. Once approved, the first quarter expense receipts may be submitted for reimbursement. Mr. Moreno reminded the board that with no major capital projects on this year's agenda, daily operating expenses will be utilized for reporting how the funds are being spent.

Lastly Mr. Moreno reminded the board that the December meeting will be held on December 20<sup>th</sup>. As a reminder, the annual safety meeting will be held that evening as well and encouraged all board members to attend.

**PUBLIC COMMENTS:**

None

**ADJOURNMENT:**

With nothing further to discuss Rev. 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, November 15, 2023., at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.**