

**West Calcasieu Parish Community Center Authority
Board of Directors – Regular Meeting
October 17, 2012
Hollier’s Cajun Kitchen
Sulphur, Louisiana**

Meeting was called to order at 5:30 p.m. by Greg Robertson

Invocation pronounced by Mike O’Quinn.

ROLL CALL:

Roll call was made with the following results:

Present:	Greg Robertson- Chairman	Evelyn White- Secretary/Treasurer
	Bob Hardey - Board Member	Chuck Kinney-Board Member
	Mike O’Quinn – Board Member	Meg Lovejoy – Board Member
	Adrian Moreno- Executive Director	Joyce Anderson- Asst. Manager

Absent: Dr. George Vincent- Vice Chairman

AMENDMENTS, ADDITIONS, DELETIONS TO THE AGENDA:

Meg Lovejoy made a motion to accept the October 17, 2012 agenda as presented. Evelyn White seconded the motion. All voted and approved.

APPROVAL OF MINUTES:

Evelyn White made a motion to accept the September 2012 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 that was prepared for the Board. Mr. Moreno reported that September ended the 1st quarter of the current fiscal year. Income was down for the month in large part because of an event that was forced to cancel their show due to Hurricane Issac in early September. On the Expense side, significant repairs were required on the utility tractor for the facility as well as repairs on the facilities water mains throughout the month. All of the invoices have yet to be received for the water repairs but should be reflected on next month’s financial statement. Also of note was the increase in the Insurance line item due to the significant increase in Property premiums. At present however, Mr. Moreno stated that no adjustments were needed to the approved budget at this time.

Meg Lovejoy made a motion to accept the financial report for September 2012 as presented. Bob Hardey seconded the motion. All voted and approved.

OLD BUSINESS:

A. Phase II Events Center Update (Mr. Broussard)

Mr. Broussard gave an update on the Phase II Events Center construction project and of the first construction meeting that was held on October 17, 2012. Items discussed at the meeting were with regards to the progress of the plumbing and electrical rough-ins, retention pond redesign, and the construction schedule for the next two weeks. Significant progress on the facility has been made with the weather cooperating over the last few weeks. Mr. Broussard informed the board

that from here on out, construction meetings will be held at the Arena on the 1st and 3rd Wednesday of the month beginning at 10:00 a.m. and are all invited to attend.

NEW BUSINESS:

A. Review and discuss Bessette Development Invoice #3 for Phase II Events Center Project

Mr. Broussard presented Invoice #3 from Bessette Development in the amount of \$224,433.64 as approved by the Architectural and Project Management team.

Meg Lovejoy made a motion to accept and pay Bessette Development Invoice #3 in the amount of \$224,433.64 as presented. Bob Hardey seconded the motion. All voted and approved.

B. Review and discuss Southwest Construction Material and Testing Invoice #3 for testing services for Phase II Events Center Project

Mr. Broussard presented Invoice #3 from Southwest Construction Material and Testing in the amount of \$3,406.63 for testing services.

Bob Hardey made a motion to accept and pay Southwest Construction Material and Testing Invoice#3 in the amount of \$3,406.63 as presented. Evelyn White seconded the motion. All voted and approved.

C. Review and discuss Change Order#3 from Bessette Development

Mr. Broussard presented Change Order #3 which includes the credit for deleted site work. The total cost decreases the contract sum by \$49,930.00 and will increase the project by 11 additional days due to inclement weather.

Chuck Kinney made a motion to accept Change Order #3 from Bessette Development in the amount of \$49,930.00 as presented. Evelyn White seconded the motion. All voted and approved.

DIRECTOR'S REPORT:

Mr. Moreno updated the board on projects underway at the arena. Next month's regular Board of Director's meeting falls on the Wednesday prior to Thanksgiving. An alternate meeting date was discussed and will be decided following the conclusion of a phone poll of the board.

Mr. Moreno reminded the board that their appointment to the Convention and Visitors Bureau is coming up for renewal at next month's meeting. Mr. Gary Cooper of Dequincy currently holds this position for the Authority and has expressed his interest to remain on the board for an addition term.

PUBLIC COMMENTS:

None

ADJOURNMENT:

With no further business to discuss, Greg Robertson entertained a motion to adjourn.

The next regular meeting of the Board of Directors will be held on Wednesday, November 21, 2012 at 5:30 p.m. at the West Cal Arena, Sulphur, Louisiana.