

LOUISIANA BOARD OF PROFESSIONAL GEOSCIENTISTS

5802 Highland Road, Baton Rouge, Louisiana 70808

REGULAR MEETING OF LBOPG

Friday, October 11, 2013

9:00 A.M.

Louisiana Department of Justice
1885 North Third Street
Livingston Building
Sixth Floor Main Conference Room
Baton Rouge, Louisiana 70802

Minutes as recorded by Mr. Bill Meaney

Meeting called to order at 9:03 A.M.

The following Board members were present: M.B. Kumar, John Johnston, Bill Finley, Kelli Hardesty, and Bill Meaney. In addition, Ethel Graham, Assistant Attorney General, attended as Legal Counsel.

Approval of the Minutes of the October 1, 2013 meeting was deferred to the next meeting.

Committee Reports:

- M. B. Kumar, the Executive Committee Chairman, reported that the Board's bank account at J P Morgan-Chase Bank is now in order and that deposits are being made. Dr. Kumar, Daisy Pate, and John Johnston are authorized to sign checks. Checks for less than \$1,000 require one signature. Checks for \$1,000 or more require two signatures.
- There were no other committee reports however Dr. Kumar did mention that he is acquiring a list of states to approach about reciprocity agreements.

Ethel Graham distributed draft copies of proposed Bylaws for the Board's consideration and comment. She also reported that a contract for Board office space and administrative/secretarial services has been forwarded to the appropriate department within the Attorney General's office. The Tatman Group contract stipulates a one-year term, \$65/hour rate, and includes a 30 day cancellation clause. Mr. Johnson suggested that we request a six month term rather than the proposed one year term. After discussion it was agreed that the 30 day cancellation clause made a shorter term unnecessary.

Mr. Johnson pointed out that the Board needs to start looking for long-term office space and begin the process of hiring a part-time secretary. Dr. Kumar asked Mr. Johnston to draft an advertisement for the secretarial position.

Dr. Kumar suggested that the Board members use the standard state expense form to get reimbursed for board related expenses. There is a separate form for mileage which caps mileage reimbursement at 99 miles. Mrs. Graham will email copies of the state forms to the Board. *Per diem* reimbursement is limited to \$100 per day and applies only to the day that official Board work is conducted.