

Minutes of Meeting  
Louisiana Cemetery Board  
July 2, 2013

A meeting of the Louisiana Cemetery Board was held July 2, 2013, at 1885 North Third Street, First Floor Main Conference Room, Baton Rouge, Louisiana, pursuant to notice. The meeting was called to order at 9:00 A.M.

Present were: Gerald W. Melancon, Chairman  
Marilyn Leufroy, Vice-Chairman  
Shelly M. Holloway, Secretary/Treasurer  
F. Anton Wilbert, Board Member  
Stacey L. Patin, Board Member  
Richard C. Briede, Board Member  
Louise F. Saenz, At-Large Board Member  
Lucy L. McCann, Director  
Sharon C. Mize, Special Counsel to the Board  
Ryan M. Seidemann, Assistant Attorney General

Also present at the meeting was Nikki Dicapò Deville, Legacy Funeral Holdings, LLC d/b/a Resthaven Gardens of Memory, Baton Rouge, Louisiana; Msgr. Curtis Mallet and Deacon Jeff Trumps, Diocese of Lafayette, Lafayette, Louisiana.

**Public Comment**

The Chairman called for any public comment, and there was none at this time.

The Director stated the meeting folders contained a copy of the Notice of Intent published in Volume 39(4) of the Louisiana Register April 20, 2013, copies of all written comments received on the draft regulations, a transcript of the May 30, 2013 Public Hearing, and a spreadsheet summarizing the written and oral comments 1 through 49, and the proposed recommendation by the Board's staff on each comment. Due to the volume of information, copies were previously disseminated to the Board Members for review. Mr. Seidemann presented a power point presentation on each comment and the proposed response by the Board's staff.

Comment 1 - Stewart Enterprises, Inc. regarding Section 103 - Opposes the definition of "Fair Market Value".

Staff's proposed response - The Board is empowered to define terms left undefined in the statutes that it is charged to enforce. This term is one such example. The law and the legislative intent behind this phrase, as it is used in R.S. 8:454.1(C), is intended to ensure that perpetual care trust funds are properly funded. In this regard, it is consistent with this meaning and intent to define the term in this manner.

After review, discussion, and public comment, Ms. Saenz made a motion to accept the staff's proposed response to reject Comment 1. The motion was seconded by Ms. Patin and carried.

Comment 2 - Stewart Enterprises, Inc. regarding Section 103 – Opposes definition of “Gross Sales Price Received”.

Staff's proposed response - The Board is empowered to define terms left undefined in the statutes that it is charged to enforce. This term is one such example. The law and the legislative intent behind this phrase, as it is used in R.S. 8:454.1(C), is to ensure that perpetual care trust funds are properly funded. In this regard, it is consistent with this meaning and intent to define the term in this manner.

After review, discussion, and public comment, Ms. Leufroy made a motion to accept the staff's proposed response to reject Comment 2. The motion was seconded by Mr. Wilbert and carried.

Comment 3 – Stewart Enterprises, Inc. regarding Section 103 – Opposes definition of “Other Property Used or Intended to be used for the Interment of Human Remains”.

Staff's proposed response - Not all copings are merely decorative embellishments to a cemetery space. In such cases where a coping serves functional and decorative purposes, such a coping is part of the cemetery space. The proposed definition is consistent with the law and this explanation.

After review, discussion, and public comment, Ms. Saenz made a motion to accept the staff's proposed response to reject Comment 3. The motion was seconded by Ms. Leufroy and carried.

Comment 4 – Stewart Enterprises, Inc. regarding Section 103 – Opposes definition of “Wholesale Cost” to exclude discounts or rebates.

Staff's proposed response – The Board is empowered to establish rules and regulations regarding the method of determining wholesale cost under R.S. 8:502. The law and the legislative intent behind this phrase, as it is used in R.S. 8:502, is intended to ensure that merchandise trust funds are properly funded. In this regard, it is consistent with this meaning and intent to define the term in this manner.

After review, discussion, and public comment, Ms. Leufroy made a motion to accept the staff's proposed response to reject Comment 4. The motion was seconded by Mr. Briede and carried.

Comment 5 – Forest Lawn Cemetery regarding Section 901 – Opposes too burdensome.

Staff's proposed response - The records may be retained electronically, thus reducing the paperwork and storage burden. The retention of records is essential for compliance and evidence of compliance with the law. Regarding the comment on the historic price lists, the rule is not retroactive and does not require the creation of nonexistent documents.

After review, discussion, and public comment, Mr. Briede made a motion to accept the staff's proposed response to reject Comment 5. The motion was seconded by Ms. Patin and carried.

Comment 6 – Stewart Enterprises, Inc. regarding Section 901(A) – Opposes the word “permanent” in this Section because such language is inconsistent with Section 907(B).

Staff's proposed response - The staff recommends accepting this comment with the proposed new language to read as follows:

*A. Every cemetery or cemetery authority, whether holding a certificate of authority or not, shall maintain accurate, complete, and legible, ~~and permanent~~ records of any books, contracts, records, or documents pertaining to, prepared in, or generated by, the cemetery including, but not limited to:*

After review, discussion, and public comment, Mr. Briede made a motion to accept the staff's proposed response to Comment 6, and amend the proposed rule as recommended. The motion was seconded by Ms. Patin and carried.

Comment 7 – Stewart Enterprises, Inc. regarding Section 901 (A) – Opposes “including, but not limited to”.

Staff's proposed response - Generality is necessary to capture the different means by which licensees refer to their records.

After review, discussion, and public comment, Ms. Leufroy made a motion to accept the staff's proposed response to reject Comment 7. The motion was seconded by Mr. Briede and carried.

Comment 8 – Stewart Enterprises, Inc. regarding Section 901(A) – Requests combining Section 901 with Section 1905 or revising Section 901.

Staff's proposed response - Chapter 19 addresses On Site Inspections & Examinations that are not necessarily applicable to all cemeteries. Section 901 relates to the maintenance of records by all cemeteries.

After review, discussion, and public comment, Mr. Wilbert made a motion to accept the staff's proposed response to reject Comment 8. The motion was seconded by Ms. Holloway and carried.

Comment 9 – Stewart Enterprises, Inc. regarding Section 901(A) – Proposes replacement language.

Staff's proposed response - Subparts 1-8 of this proposed replacement language for Section 901(A) should be rejected for the reasons set forth in Response 8, above. The staff recommends accepting the recommendation from Subpart 9 of the proposed replacement language as an additional component of Section 901(A), thusly:

*12. Additional documentation and information the Board or its representative may deem necessary to verify compliance with the provisions of Title 8 and these rules.*

After review, discussion, and public comment, Ms. Saenz made a motion to reject Comment 9 in its entirety. The motion was seconded by Ms. Patin and carried.

Comment 10 – Diocese of Baton Rouge regarding Section 901(A) – Opposes “or prepared in” as it relates to non-cemetery records.

Staff's proposed response - The proposed rule relates only to cemetery records.

Comment 11 – Louisiana Cemeteries Association regarding Section 901(A) – Opposes “including, but not limited to” too open ended.

Comment 12 – Louisiana Cemeteries Association regarding Section 901(A)(1) – Opposes “including, but not limited to”.

Staff's proposed response - Generality is necessary to capture the different means by which licensees refer to their records.

Comment 13 – Louisiana Cemeteries Association regarding Section 901(A)(11) – Requests adding “of cemeteries required by Title 8” after “Trust Records”.

Staff's proposed response - This exemption already exists by statute in R.S. 8:459 and R.S. 8:510. Statutes should not be repeated in the rules.

After review, discussion, and public comment, Ms. Saenz made a motion to accept the staff's proposed response to reject Comment 10, 11, 12, and 13. The motion was seconded by Mr. Briede and carried.

Comment 14 – Louisiana Cemeteries Association regarding Section 901(B) – Opposes paragraph, requests adding “the records referenced in this section are defined in Section 1905 A”.

Staff's proposed response - Section 1905 does not contain a definition to be referenced. Chapter 19 addresses On Site Inspections & Examinations that are not necessarily applicable to all cemeteries. Section 901 relates to the maintenance of records by all cemeteries.

After review, discussion, and public comment, Mr. Briede made a motion to accept the staff's proposed response to reject Comment 14. The motion was seconded by Ms. Patin and carried.

Comment 15 – Forest Lawn Cemetery regarding Section 905 – Recommends location be agreed upon by Board and cemetery.

Staff's proposed response - This provision is intended to ensure the safety and protection of the Board's staff and to minimize travel expenses when scheduling problems occur once the staff is on site.

Comment 16 – Louisiana Cemeteries Association regarding Section 905 – Recommends removing “All records pertaining to the operation and business of a cemetery” and replacing with “All records referenced in Section 1905 A”.

Staff's proposed response - Chapter 19 addresses On Site Inspections & Examinations that are not necessarily applicable to all cemeteries. Section 901 relates to the maintenance of records by all cemeteries.

After review, discussion, and public comment, Ms. Holloway made a motion to accept the staff's proposed response to reject Comments 15 and 16. The motion was seconded by Ms. Leufroy and carried.

Comment 17 – Stewart Enterprises, Inc. regarding Section 907(A) – Opposes “All records pertaining to the operation and business of the cemetery” - too broad and should be limited to records required by Section 901.

Staff's proposed response - The draft rule limits the records as requested.

After review, discussion, and public comment, Ms. Patin made a motion to accept the staff's proposed response to reject Comment 17. The motion was seconded by Mr. Briede and carried.

Comment 18 – Stewart Enterprises, Inc. regarding Section 907 – Proposes replacement language.

Staff's proposed response - This comment proposes replacement language for Section 907. The changes proposed in the replacement language are redundant and inconsistent with other draft rules.

After review, discussion, and public comment, Ms. Leufroy made a motion to accept the staff's proposed response to reject Comment 18. The motion was seconded by Ms. Holloway and carried.

Comment 19 – Forest Lawn Cemetery regarding Section 907(E) – Opposes keeping listed records protected from destruction by fire.

Staff's proposed response - Interment records are meaningless without maps and plats, thus requiring all documents listed in Section 907(E) be protected from destruction by fire in order to comply with Title 8 and for enhanced consumer protection.

After review, discussion, and public comment, Ms. Patin made a motion to accept the staff's proposed response to reject Comment 19. The motion was seconded by Ms. Saenz and carried.

Comment 20 – Louisiana Cemeteries Association regarding Section 97(E)(2) – Requests “a fireproof” be replaced with “a one hour fire rated”.

Staff's proposed response - This comment proposes to use a specific fire rating to determine compliance with the law for the protection of records. Such an approach is too inflexible for the regulated community. This approach excludes the possibility that unrated equipment or construction may comply with the law.

After review, discussion, and public comment, Mr. Briede made a motion to accept the staff's proposed response to reject Comment 20. The motion was seconded by Ms. Patin and carried.

Comment 21 – Forest Lawn Cemetery regarding Section 909 – Opposes because current inventory of contracts will be obsolete thus increasing costs associated with compliance.

Staff's proposed response - This comment is irrelevant and is too broad to meaningfully respond.

After review, discussion, and public comment, Ms. Leufroy made a motion to accept the staff's proposed response to reject Comment 21. The motion was seconded by Mr. Briede and carried.

Comment 22 – Stewart Enterprises, Inc. regarding Section 909(B)(5) – Opposes “an itemization of the prices charged, including any applied discounts, for each item provided” and recommends “an itemization of the prices charged”.

Staff's proposed response - The draft rule requires information that is necessary to determine compliance with Title 8.

Comment 23 – Louisiana Cemeteries Association regarding Section 909(B)(5) – Requests ending sentence at “charged” and omit the remaining verbiage.

Staff's proposed response - The draft rule requires information that is necessary to determine compliance with Title 8.

After review, discussion, and public comment, Ms. Leufroy made a motion to accept the staff's proposed response to reject Comments 22 and 23. The motion was seconded by Ms. Saenz and carried.

Comment 24 – Stewart Enterprises, Inc. regarding Section 909(C)(3) – Opposes “actual amount” to be placed in the perpetual care fund and recommends “percentage”.

Staff's proposed response - The draft rule requires information that is necessary to determine compliance with Title 8. In addition, this information provides enhanced consumer protection.

Comment 25 – Louisiana Cemeteries Association regarding Section 909(C)(3) – Opposes “amount” and recommends “percentage”.

Staff's proposed response - The draft rule requires information that is necessary to determine compliance with Title 8. In addition, this information provides enhanced consumer protection.

After review, discussion, and public comment, Ms. Saenz made a motion to accept in part and reject in part, Comments 24 and 25, and to amend the language in 909(C)(3) as follows:

3. *the ~~actual~~ amount or percentage to be placed in the cemetery's perpetual or endowed care trust; and*

The motion was seconded by Ms. Leufroy and carried.

Comment 26 – Louisiana Cemeteries Association regarding Section 909(C)(4) – Opposes Section 909(C)(4) in its entirety and believes that it is covered by Section 905(B)(5).

Staff's proposed response - This comment is incorrect. The requirements in Section 909(C)(4) are not redundant of Section 909(B)(5). In addition, this section enhances consumer protection.

After review, discussion, and public comment, Mr. Briede made a motion to accept the staff's proposed response to reject Comment 26. The motion was seconded by Ms. Holloway and carried.

Comment 27 – Stewart Enterprises, Inc. regarding Section 909(D)(2) – Opposes disclosure “statement regarding whether the merchandise will be delivered or stored”.

Staff's proposed response - The disclosure in Section 909(D)(2) of the draft rules that is referred to in this comment is unnecessary as it is included within the requirements of Section 909(D)(3), and should be removed.

After review, discussion, and public comment, Mr. Briede made a motion to accept the staff's proposed response to accept Comment 27, and to remove Section 909(D)(2) of the proposed rule. The motion was seconded by Ms. Holloway and carried.

Comment 28 – Stewart Enterprises, Inc. regarding Section 909(D)(3) – Opposes “actual amount” to be placed in the merchandise trust fund and recommends “percentage”.

Staff's proposed response - The draft rule requires information that is necessary to determine compliance with Title 8. In addition, this information provides enhanced consumer protection.

Comment 29 – Louisiana Cemeteries Association regarding Section 909(D)(3) – Opposes “amount” and recommends “percentage”.

Staff's proposed response - The draft rule requires information that is necessary to determine compliance with Title 8. In addition, this information provides enhanced consumer protection.

After review, discussion, and public comment, Ms. Holloway made a motion to accept Comments 28 and 29, and to amend the language in 909(D)(3) to read as follows:

32. *if the merchandise will not be delivered or stored pursuant to R.S. 8:502.1, then the agreement shall state the amount or percentage to be placed in the cemetery's merchandise trust fund;*

The motion was seconded by Mr. Briede and carried.

Comment 30 – Stewart Enterprises, Inc. regarding Section 909(D)(4) – Opposes “manufacturer” requirement in consumer contract.

Comment 31 – Diocese of Baton Rouge regarding Section 909(D)(4) – Opposes “manufacturer” requirement in consumer contract.

Comment 32 – Louisiana Cemeteries Association regarding Section 909(D)(4) – Opposes “manufacturer” requirement in consumer contract.

Staff’s proposed response - Based upon the comments regarding this section of the draft rules, the staff proposes the following replacement language:

43. *a description of each item of merchandise or service with sufficient information to describe the merchandise or service, including the ~~materials used in construction~~, size, design, and materials used in construction or manufacture.*

After review, discussion, and public comment, Mr. Briede made a motion to accept the staff’s proposed response to Comments 30, 31, and 32, and amend the language of the proposed rule as recommended. The motion was seconded by Ms. Patin and carried.

Comment 33 – Forest Lawn Cemetery regarding Section 1135 – Inquiry: Who set the fine schedule and under what authority?

Staff’s proposed response - The Board has specific statutory authority to assess fines in Title 8. This fine schedule is in keeping with the statutory authority.

After review, discussion, and public comment, Ms. Leufroy made a motion to accept the staff’s proposed response to reject Comment 33. The motion was seconded by Ms. Saenz and carried.

Comment 34 – Forest Lawn Cemetery regarding Section 1135 – Opposes minimum fines and recommends exemption for small cemeteries.

Staff’s proposed response - There is no restriction in the law against setting a minimum fine. As to the differential impact on small cemeteries: To create a separate fine schedule may create an arbitrary division of different groups and may raise issues under the equal protection clauses of the Louisiana and United States constitutions.

After review, discussion, and public comment, Mr. Briede made a motion to accept the staff's proposed response to reject Comment 34. The motion was seconded by Ms. Patin and carried.

Comment 35 – Stewart Enterprises, Inc. regarding Section 1135 – Requests a definition of “Violation” be added for clarification.

Staff's proposed response - The definition of “violation” is contained within Section 1135(C). However, whether and how many violations have occurred in a particular scenario are issues that will be determined by the Board based upon the evidence presented and the applicable law.

After review, discussion, and public comment, Ms. Saenz made a motion to accept the staff's proposed response to reject Comment 35. The motion was seconded by Ms. Leufroy and carried.

Comment 36 – Louisiana Cemeteries Association regarding Section 1135 – Requests clarification on the term “per violation”.

Staff's proposed response - The definition of “violation” is contained within Section 1135(C). However, whether and how many violations have occurred in a particular scenario are issues that will be determined by the Board based upon the evidence presented and the applicable law.

After review, discussion, and public comment, Mr. Briede made a motion to accept the staff's proposed response to reject Comment 36. The motion was seconded by Ms. Leufroy and carried.

Comment 37 – Stewart Enterprises, Inc. regarding Section 1501(D) – Opposes changing deadline for perpetual care deposits from 90 days after the end of the quarter to 20 days after the close of the month of the sale or transfer.

Comment 38 – Louisiana Cemeteries Association regarding Section 1501(D) – Opposes changing deadline for perpetual care deposits from 90 days after the end of the quarter to 20 days after the close of the month of the sale or transfer.

Staff's proposed response - This rule is intended to make the requirements for perpetual care deposits consistent with the requirements for merchandise trust deposits and to enhance consumer protection.

After review, discussion, and public comment, Mr. Briede made a motion to accept in part and reject in part Comments 37 and 38, and to amend the language in 1501 as follows:

*D. All perpetual or endowed care deposits shall be delivered to the trustee not later than the ~~twentieth~~ thirtieth day after the close of the month of the sale or transfer of the interment space*

or interment right by the cemetery authority or cemetery sales/management organization. However, if the sale or transfer is financed by the seller and payments are pursuant to an installment contract, then the deposits to the trust fund must be made either:

1. not later than the ~~twentieth~~ thirtieth day of the close of the month in which the contract is made; or

2. proportionally over the term of the contract, provided that the seller maintains adequate accounting records of the installment payments and the proportionate amounts due the trust fund.

E. If an installment contract is financed with or sold to a financial institution or entity other than the seller, the contract shall be considered paid in full, both as to time and amount, and the deposits shall be delivered to the trustee not later than the ~~twentieth~~ thirtieth day after the end of the calendar month in which the cemetery authority receives the funds.

The motion was seconded by Ms. Patin and carried.

Comment 39 – Stewart Enterprises, Inc. regarding Section 1501(F) – Requests “such interment space is not fully paid and such space is thereafter resold” be replaced with “such interment space is not fully paid or such space is thereafter resold”.

Staff’s proposed response - Based upon the comments regarding this section of the draft rules, the staff proposes the following replacement language:

F. ~~In the event that the purchase price of any such interment space is not fully paid and such space is thereafter resold, the cemetery authority shall be entitled to a credit for the amount that, in the interim, a contract for a cemetery space or interment right is cancelled, terminated, upgraded, or traded, the cemetery authority shall be entitled to a credit for the amount had been deposited in the trust fund and~~ attributable to such spaces, provided that the cemetery authority can provide sufficient documentation, acceptable to the board, of the credit due.

After review, discussion, and public comment, Mr. Wilbert made a motion to accept the staff’s proposed response to Comment 39, and amend the language of the proposed rule as recommended. The motion was seconded by Mr. Briede and carried.

Comment 40 – Regions Bank regarding Section 1503(B) – Requests clarification regarding what can be charged to the income of a trust.

Staff’s proposed response - This Section already contains the requested language and does not prohibit the deduction of a reasonable trustee fee from available income. However, based upon the comments regarding this section of the draft rules, the staff proposes the following clarifying language:

B. *The net income, after the deduction of costs associated with the operation of the trust, may be remitted to the cemetery for care and maintenance of the cemetery as provided for by Title 8. A cemetery or cemetery authority may not charge the trust for administrative costs for the operation of the cemetery or trust funds.*

After review, discussion, and public comment, Mr. Briede made a motion to accept the staff's proposed response to Comment 40, and amend the language of the proposed rule as recommended. The motion was seconded by Ms. Holloway and carried.

Comment 41 – Stewart Enterprises, Inc. regarding Section 1701(A)(1) – Opposes “support of the wholesale cost be maintained in the contract file of the customer”.

Staff's proposed response - This draft rule facilitates accurate audits and is not prohibited by the law. Such accurate audits enhance consumer protection.

After review, discussion, and public comment, Ms. Leufroy made a motion to accept the staff's proposed response to reject Comment 41. The motion was seconded by Ms. Holloway and carried.

Comment 42 – Stewart Enterprises, Inc. regarding Section 1705(A) – Opposes current language - Requests clarification regarding what can be charged to the income of a trust.

Comment 43 – Regions Bank regarding Section 1705(A) –Requests clarification regarding what can be charged to the income of a trust.

Staff's proposed response - This Section already contains the requested language and does not prohibit the deduction of a reasonable trustee or investment advisor fee from available income. However, based upon the comments regarding this Section of the draft rules, the staff proposes the following clarifying language:

A. *The merchandise trust funds shall be held in trust both as to principal and income earned thereon, and shall remain intact, except that the costs of operation of the trust may be deducted from the income earned thereon, until delivery of the personal property is made or the services are performed ~~by the cemetery authority or other entity or until the death of the person for whose benefit said contract was made.~~ A cemetery, cemetery authority, or other entity required to establish and maintain a merchandise trust fund may not charge the income of the trust for its administrative costs for the operation of the cemetery, cemetery authority, other entity, or trust funds. Within a merchandise trust fund, realized capital gains and losses shall be allocated in the same manner as income.*

After review, discussion, and public comment, Mr. Briede made a motion to accept the staff's proposed response to Comments 42 and 43, and amend the language of the proposed rule as recommended. The motion was seconded by Ms. Saenz and carried.

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Comment 44 – Stewart Enterprises, Inc. regarding Section 1705(F)(2)(a) – Requests clarification regarding documentation needed to withdraw services such as memorial installation.

Staff's proposed response - This comment is inconsistent with the statutory requirements for withdrawal.

After review, discussion, and public comment, Ms. Leufroy made a motion to accept the staff's proposed response to reject Comment 44. The motion was seconded by Mr. Briede and carried.

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Comment 45 – Louisiana Cemeteries Association regarding Section 1901 – Requests addition of "Upon an official complaint" at the beginning of Section.

Staff's proposed response - This comment is inconsistent with the law.

After review, discussion, and public comment, Mr. Briede made a motion to accept the staff's proposed response to reject Comment 45. The motion was seconded by Ms. Saenz and carried.

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Comment 46 – Stewart Enterprises, Inc. regarding Section 1905 – Requests combining with Section 901 and deleting Section 1905 in its entirety.

Staff's proposed response - Chapter 19 addresses On Site Inspections & Examinations that are not necessarily applicable to all cemeteries. Section 901 relates to the maintenance of records by all cemeteries.

After review, discussion, and public comment, Mr. Wilbert made a motion to accept the staff's proposed response to reject Comment 46. The motion was seconded by Ms. Holloway and carried.

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Comment 47 – Diocese of Lafayette general comment – The burden of compliance with the rules relating to records and documents by historic religious cemeteries is too great.

Staff's proposed response - The rules are prospective only and the historic religious cemeteries maintain, under the draft rules, the same level of exemptions that they have been afforded since Title 8's inception in 1974.

Comment 48 – Diocese of Lafayette general comment – The draft rules should provide a mechanism for alternative dispute resolution as an alternative to a full administrative hearing.

Staff's proposed response - Such alternatives already exist in the law and in the rules. The Board is given discretion to undertake alternate actions besides a hearing and the imposition of fines. The Board is authorized to enter into consent agreements pursuant to negotiations and parties may seek advisory opinions from the Board.

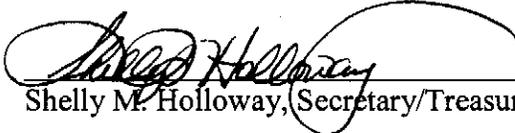
Comment 49 – Diocese of Lafayette general comment – Cemeteries should be given a three year grace period after the implementation of these draft rules to come into compliance.

Staff's proposed response - Such a grace period is not supported by the law.

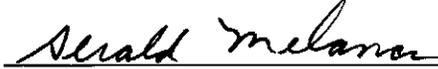
After review, discussion, and public comment, Ms. Saenz made a motion to accept the staff's proposed response to reject Comments 47, 48, and 49. The motion was seconded by Mr. Briede and carried.

The Director gave a brief summary of the promulgation process under the APA relative to the amendments adopted by the Board.

Since there was no further business, Ms. Leufroy made a motion to adjourn at 12:45 P.M. The motion was seconded by Ms. Patin and carried.

  
Shelly M. Holloway, Secretary/Treasurer

Attested To:

  
Gerald W. Melancon, Chairman