

MINUTES OF THE MAY 16, 2022
VERMILION ECONOMIC DEVELOPMENT DISTRICT
REGULAR MEETING

President Ruben Rivera called the meeting to order at 6:03 PM. The meeting was held at the Vermilion Parish Government Office Complex, 407 Charity Street, Abbeville, La.

Mr. Elliot Broussard led the Pledge of Allegiance before Mr. Rivera requested a moment of silence.

The following members were present at the meeting: Mr. Patrick Duhon, Mr. Ruben Rivera, Mr. Richard Guilbeaux, Mr. Elliot Broussard, Ms. Roslyn White, Ms. Megan Landry-Lalande, Mr. Jeremy Lartigue, Mr. Dexter Callahan and Ms. Anita Dupuis

The following members were absent: Mr. Jason Picard, Ms. Tammy Gordon, Mr. Carlton Campbell, Mr. Jacob Landry, Mr. Aidan Broussard, and Mr. Gerrod Brasseux

The following guests were present: Ms. Shari Cormier, VEDD, Ms. Victoria S. Bourque, Ms. Lynn Guillory

PUBLIC COMMENTS: There were no public comments regarding any of the items on the agenda.

MINUTES: The minutes of the April 6, 2022, meeting were approved as written on a motion made by Ms. Roslyn White. The motion was duly seconded by Mr. Patrick Duhon, and unanimously carried by the board.

TREASURER'S REPORT: Mr. Ruben Rivera gave the Treasurer's Report. The board was provided with a list of invoices and expenses totaling \$402.90. He noted that the invoices had been paid with approval from the Transition Committee. Mr. Richard Guilbeaux motioned the board to accept the Treasurer's Report and ratify the committee's decision to pay the invoices. Mr. Patrick Duhon duly seconded the motion, and it was unanimously carried.

DIRECTOR'S REPORT/PROGRAM OF WORK: Ms. Shari Cormier provided the board with a report showing the requests received during the transition period and how they were handled.

OLD BUSINESS: Ms. Cormier noted that letters were sent to the supporting entities who have representatives with terms ending on June 4, 2022, asking that they select a representative for the new term. She noted that the appointments will be addressed at the June meeting.

NEW BUSINESS: As directed at the last meeting, Ms. Cormier contacted VEDD's CPA for his opinion on VEDD obtaining a credit card to alleviate the need to add recurring items to expense reports. Mr. Carter's response was that he advised against it, but if the board felt it was necessary, he would recommend a low credit limit and a strict credit card policy. Mr. Rivera informed the board that because of the lack of a quorum at the scheduled meeting, the Transition Committee voted to allow the VEDD office to apply for a credit card with a limit of \$1,500.00 and approved a credit card policy. Mr. Rivera presented the information and asked the board to ratify the committee's decision. Mr. Richard Guilbeaux motioned the board to ratify the discussion and allow for the application of the credit card with the \$1,500.00 limit as well as adopt the presented credit card policy. Ms. Roslyn White duly seconded the motion, and it was unanimously approved.

Mr. Rivera asked the board to postpone the discussion regarding the Farmers' Appreciation Dinner Committee until the July meeting. Ms. Roslyn White motioned the board to table the discussion. Ms. Anita Dupuis duly seconded the motion, and it was unanimously approved.

Mr. Rivera informed the board that the laptop Ms. Falgout was using had been returned but it is outdated and is unable to run needed programs. He noted that the Transition Committee voted to allow \$1,000.00

for a new laptop computer for the new Program Administrator. He asked that the board ratify that decision. Ms. Roslyn White motioned the board to allow a limit of \$1,000.00 for the purchase of a new computer. Mr. Richard Guilbeaux duly seconded the motion, and it was unanimously approved.

Mr. Rivera noted that the Transition Committee agreed that a letter introducing the new Program Administrator should be sent to the supporting entities before any invoices go out. He also noted that Ms. Bourque will be reaching out to our stakeholders, both past and present, to personally introduce herself.

Ms. Megan Landry-Lalande spoke to the board about the communication between board members and their entities and how that can be improved. Mr. Rivera noted that the board members should be reporting to their entities about VEDD activities as well as bringing information about the needs of the entity back to VEDD. The board felt that the Program Administrator needs to attend entity meetings at least twice per year to give updates on VEDD's progress. Ms. Bourque suggested that she discuss this with the entity when she meets with them to introduce herself. Mr. Rivera asked Ms. Cormier to email the board members to ask that they contact their supporting entity about how they would like to receive information from VEDD and how often.

COMMITTEE REPORTS: Ms. Cormier provided the board with an updated funding report.

Mr. Rivera spoke of the need to open the discussion about possible funding opportunities and reestablish the Sustainable Funding Committee. He offered to chair the committee and asked for the authority to speak to the municipalities about possible options. Ms. Landry-Lalande motioned the board to allow Mr. Rivera to be the chairman of this committee and begin reaching out to entities under his leadership. Ms. Roslyn White duly seconded the motion, and it was unanimously approved. Mr. Rivera noted that he would be reaching out to board members to serve with him on this committee.

Mr. Rivera informed the board that the Hiring and Transition Committee has offered the position of Program Administrator to Ms. Victoria Sagrera Bourque. Ms. Bourque, whose employment is scheduled to begin on June 1, 2022, stood and introduced herself to the board members. Mr. Rivera noted that on April 8, 2022, Ms. Anne Falgout recused herself from the hiring process of the Transition Committee due to conflicts of schedule and professional courtesy. Mr. Rivera asked the board to ratify the committee's hiring of Ms. Bourque. Mr. Patrick Duhon motioned the board to ratify the hiring of Ms. Victoria Sagrera Bourque as VEDD's Program Administrator. Mr. Richard Guilbeaux duly seconded the motion, and it was unanimously approved. Ms. Cormier asked about adding Ms. Bourque's name to the signing card for the checking account at Vermilion Bank and the board agreed.

BOARD MEMBER UPDATES: The board members each introduced themselves to Ms. Bourque and spoke about the areas they represent and shared things happening in their communities.

Mr. Rivera thanked Ms. Lynn Guillory with the Vermilion Chamber of Commerce for attending the meeting and hand delivering their support as a continued stakeholder in VEDD.

NEXT MEETING: The next meeting of the District will be at 6:00pm on Wednesday, June 1, 2022, at the Vermilion Parish Government Office Complex.

ADJOURN: Upon motion Ms. Megan Landry-Lalande, duly seconded by Mr. Patrick Duhon and unanimously carried, there being no further business the meeting was adjourned.

Ms. Megan Landry-Lalande
Secretary