

## SLED EXECUTIVE COMMITTEE MEETING

June 20, 2023  
SLED Business Center  
5367 I-49 S. Service Road  
Opelousas, La 70570

- I. PLEDGE
- II. ROLL CALL
- III. ADOPTION OF THE MAY 2023 EXECUTIVE COMMITTEE MEETING MINUTES
- IV. MAY 2023 FINANCIAL REPORT
- V. INTRODUCTION OF THE AMENDED OPERATING BUDGET OF REVENUES AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING JULY 1, 2021, AND ENDING JUNE 30, 2022
- VI. INTRODUCTION OF THE PROPOSED OPERATING BUDGET OF REVENUES AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING JULY 1, 2022, AND ENDING JUNE 30, 2023
- VII. INVESTMENT UPDATE
- VIII. BRANDING/MARKETING PROPOSALS
- IX. ORGANIZATIONAL PROGRESS MATRIX DASHBOARD
- X. STAFFING UPDATE
- XI. OFFICE SPACE
- XII. ADJOURN

Treasurer Seth Robin welcomed the board members and opened the meeting at 2:07 PM. Mr. Robin asked for a motion to add an agenda item to discuss and make a recommendation for the selection of an Audit firm. The motion was made by Ms. Lena Charles and seconded by Erika Milton. Motion carried.

**Members present in person:** Seth Robin, Erika Milton, Toni Effinger, Don Reber, and Lena Charles

**Non-Voting Members Present:** Bill Rodier, Teresa Reaves, Janece Riser, Andy Dakin, Immediate Past Chair

**Members absent:** Don Dejean, Roma Stewart

**Guests Present:** None

It was determined a quorum was present.

**Adoption of the May 2023 Executive Committee Meeting Minutes:** A motion was made by Ms. Erika Milton to accept the May Meeting Minutes as submitted. The motion was seconded by Mr. Don Reber. Motion carried.

**May 2023 Financial Report:** Treasurer Seth Robin reported on the finances for the month of May. Mr. Robin reported that it was a normal month with nothing to comment on. A motion was made by Ms. Lena Charles to

accept the financial statement as presented. A second to the motion was made by Ms. Erika Milton. Motion carried.

**Introduction of the Amended Operating Budget of Revenues and Expenditures for the Fiscal Year**

**beginning July 1, 2023, and Ending June 30, 2024:** Bill Rodier went over some budget items added to the proposed budget and introduced Ms. Dana Quebedeaux of the accounting firm of JS Dowling to explain further. Ms. Quebedeaux reported the changes going forward and a few expenses added regarding the building and employment line items. A motion was made by Ms. Lena Charles to accept the amended budget as presented. A second to the motion was made by Mr. Don Reber. Motion Carried.

**Introduction of the Proposed Operating Budget of Revenues and Expenditures for the Fiscal Year Beginning July**

**1, 2023, and Ending June 30, 2024:** Ms. Dana Quebedeaux went over the proposed budget for the coming year and explained that she made a conservative budget and further explained the expected expenditures and income. A motion was made by Ms. Toni Effinger to accept the proposed operating budget as presented. The motion was seconded by Ms. Erika Milton. Motion Carried.

**Investment Update:** CEO Bill Rodier gave an update on the SLED CD Bank accounts and explained that two CD accounts were at Catalyst Bank and that it has been a long time since anything was done with them. The Catalyst Bank CD accounts were closed, and the funds were moved to the St. Landry Bank Checking Account, and the funds from the Money Market account at St Landry Bank has also been moved the St. Landry Bank Checking Account except for \$1000.00 that is required to be left in the account to avoid penalties. We are preparing to transfer the total amount of \$426,364.00. Mr. Rodier reported that the applications have been made with the Bank of Sunset preparing for that transfer. Ms. Quebedeaux did research on our Board Member, Andy Dakin, who is employed by Bank of Sunset, and gave her opinion that if Mr. Dakin abstains from any vote related to the CD account with Bank of Sunset that there would be no conflict of interest as an ethics violation with Mr. Dakin or the Board.

**Branding / Marketing Proposals:** CEO Bill Rodier discussed the need to completely rebuild the opportunitystlandry.com website and reported that we have some things to consider regarding marketing and branding St Landry Parish. We received proposals from three different firms: Golden Shovel, Page 50, and BBR Creative. Mr. Rodier went over the scoring metric that was used to evaluate these proposals and based off this evaluation of the three proposals the proposal from BBR best encompasses the current needs of the organization. Mr. Rodier went over the BBR Creative Proposal and the things that are included. There was discussion and conversation about where the content would come from. Mr. Rodier suggested that it would need to be on a contractual basis with benchmarks, and tracking. A motion was made by Ms. Lena Charles to introduce the BBR Marketing Proposal to the full board. A second to the motion was made by Ms. Erika Milton. Motion carried.

**Staffing Update:** CEO Bill Rodier reported that SLED has made an employment offer to Ms. Brittany Cretchain, and she has accepted the position. Her salary will be \$46,000 plus benefits and she will start work with us on July

3<sup>rd</sup>.

**Proposal to Accept New Audit Firm:** Ms. Dana Quebedeaux provided a summary of the only two parish accounting firms that can do the level of audit required for the Board. Ms. Quebedeaux presented to the committee that the estimated cost of services for the current accounting firm of Darnell Sikes were estimated at \$13,250 And the estimated cost from the accounting firm of Vige Tujague & Noel is \$9500.00. Ms. Quebedeaux indicated that in her experience that even though the cost is less for the firm Vige Tujague & Noel that they are thorough and easy to work with on these kinds of projects The motion was made by Ms. Erika Milton and seconded by Mr. Don Reber to recommend the selection of Vige Tujague & Noel at the cost of \$9500.00 to the full board for final consideration and approval. Motion carried without objection.

**Office Update:** CEO Bill Rodier reported that there was a request to set aside office #8 within the Business Center for exclusive use of Board Chairs operating under the SLED umbrella. Mr. Rodier explained that this use would affect the potential income capacity for the board by as much as 5,400 per year, and requested a recommendation from the committee on if they would recommend moving this consideration to the full board. This office would allow the board chairs of the ODDD, CSLEDD, and Vision St Landry a space for office work, and planning for their boards. Ms Erika Milton made the motion to move the consideration of the free use of office #8 by the board chairs to the full board for a decision. A second to the motion was made by Ms. Toni Effingger. Motion carried.

**Adjourn:** With no further business, a motion was made to adjourn by Mr. Don Reber and Seconded by Ms. Toni Effingger. The meeting closed at 3:36 PM.

SECRETARY:

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ERIKA MILTON

CHAIRMAN:

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DON DEJEAN