

MINUTES OF PUBLIC MEETING AND THE BOARD MEETING OF WASHINGTON PARISH COUNCIL ON AGING

A public meeting and Board of Directors meeting of the Washington Parish Council on Aging was held on May 24, 2024 meeting. The meeting commenced at 2:00 p.m. and was called to order by Ms. Linda Manning. The board was led in invocation by Rev. Louis Smith and the Pledge of Allegiance by Ms. Maida Thomas.

A roll call of attendance was made. Present were: Mr. Kem Martin, Ms. Madia Thomas, Ms. Bernice Crain, Ms. Jackie Fortenberry, Ms. Birtieree Schilling, Ms. Geraldine Robinson, Rev. Louis Smith, Ms. Audrey Stringer, Ms. Wanderlyn Weary, Ms. Sarah Howard, Ms. Linda Manning, Ms. Ann Daughdrill and Mr. Alton Cryer. Absent were Ms. Linda Martin and Ms. Deborah McCloud. Also present were Ms. Leona Magee, Executive Director, Ms. Samantha Penton, Finance Director, as well as Charles M. "Chuck" Hughes, Jr., Attorney. Accordingly, a quorum was declared present, and the meeting opened for business.

Chairman Linda Manning called for public comment and participation. Present from the public was Mr. Lewis Quinn, longtime resident of Washington Parish. Mr. Quinn thanked the board for its hard work and noted that the building needs a few repairs including some soffit work. Mr. Quinn asked the board about the possibility of obtaining funds and perhaps volunteers or labor from the City to help with these repairs. The board acknowledged Mr. Quinn's comments and agreed with him and noted that this is being taken under consideration and actively addressed by the board.

Minutes of the regular meeting of April 26, 2024, were presented and read, it being noted that copies had previously been sent to all board members. After discussion, motion was made and seconded to approve the minutes. Motion passed unanimously.

Ms. Manning led the board in a review of the financial reports for March and April, together with a presentation from Ms. Samanta Penton, financial clerk. The board reviewed the council's current financial position including the profit and loss statement reflecting ordinary income and expense, gross profit, total expense, and net income. Note was made that the LAMP account is still available if needed and is drawing interest at approximately 5.28%. Discussion was held concerning cash flow levelizing after building expenses for the Franklinton building. Discussion was also held concerning the need for certain capital items of the council, as well as the need for certain bus repairs. Various questions and discussions were held concerning financial matters and note was also made concerning the need for plumbing repairs in the Pine location. After discussion, a motion was made and seconded to approve the financial report. Motion passed unanimously.

Ms. Manning led the board in a review of certain resolutions necessary for the council. First resolution was an approval of President Manning to sign and approve contracts and documents. After discussion, motion was made and seconded to remove Mr. Coon from signature authority in light of his stepping down from the board and to authorize Ms. Linda Magee, Ms. Linda Manning, Ms. Bernice Crain, Ms. Sarah Howard, Ms. Ann Daughdrill and Ms. Jackie Fortenberry as signatories for the board. Motion passed unanimously.

The board also discussed the approval of the GOEA contract, which was located in the packet previously mailed to all board members. Discussion was held concerning this matter and the board reviewed the brief description of services to be provided. Maximum contract amount is \$205,217.50. After discussion, motion was made and seconded to approve the contract as submitted. Motion passed unanimously. Ms. Manning next called upon the board to review and approve the succession plan for the council. Discussion was held and matters previously sent to GOEA were addressed. It was noted that Ms. Manning, Ms. Bernice Crain or financial director Penton could step in and take over for Ms. Magee in the event of her absence. After discussion, motion was made and seconded to approve the succession plan. Motion passed unanimously. Finally, discussion was held concerning a resolution for approval of check signer authority. The board agreed to appoint the same signatories as done for contractual approval and a motion was made and seconded to that affect. Motion passed unanimously.

Ms. Manning called for the presentation and discussion of old business. Attorney Charles M. “Chuck” Hughes gave a report on the Austin Street location, noting that the contract with the City of Bogalusa is now in place and the City has provided proof of insurance and will be responsible for all utilities and other terms and conditions set forth in the contract. The board wishes the City well for its intended use of this property.

Discussion was held concerning new business with Ms. Manning Ms. Magee noting the appointment of the board of directors’ committee assignments for fiscal year 2024-2025. Appointments were discussed and made pursuant to the attachment to these minutes, which reflects the appointments. After discussion, each individual acknowledged their appointment to the committee and thanked Ms. Manning and the board for the vote of confidence as to appoint them to these important positions.

Ms. Manning called upon Ms. Leona Magee for the director’s report. Ms. Magee noted that various thank you notes for the picnic had been received from seniors throughout the parish, including a card from the Pine Congregate Group. Ms. Magee also noted the huge success of the grand opening of the Franklinton Senior Center recently held, noting the tremendous attendance as well as the support from the community. Discussion was also held concerning the fascia board as noted by Mr. Quinn earlier in the meeting with Ms. Magee noting that she will continue to investigate opportunities to have these matters repaired. Ms. Magee also called upon all new board members to make an introduction of themselves and all board members present introduced themselves to each other and gave a brief statement. All present were welcomed and appreciated by each other with outpouring of mutual support. Finally, Ms. Magee noted that Washington Parish Assessor James “Jimbo” Stevenson had indicated that he will provide student workers to the council for the summer period and also pay their stipend for their service to the council. The board thanked Mr. Stevenson for his dedication to the Parish and the WPCOA and the good and welfare of our community.

There being no further business to come before the board, motion was made and seconded to adjourn. Motion passed unanimously and the meeting was adjourned.

Respectfully submitted,
Charles M. Hughes, Jr.