

**Livingston Parish Convention & Visitors' Bureau
P.O. Box 1057/30340 Catholic Hall Road
Albany, LA 70711-1057
Phone: (225) 567-7899
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Minutes of Livingston Parish Convention and Visitors' Bureau
Thursday, September 19, 2019
P-Beaus Restaurant

Call to Order: Lanelle Arceneaux
Invocation: Jonathan Taylor
Roll Call: Carolyn Martin

Members Present: Lynn Sibley, Lanelle Arceneaux, Clark Forrest, Bridgette Gilbert, Dean Lawrence, Donna Jennings, and David Richardson

Members Absent: None

Staff present: Eric Edwards, Jonathan Taylor, and Carolyn Martin

Guest: Trey Sanders

- A motion was made by Bridgette Gilbert and second by Clark Forrest to accept the August minutes.

Yeas: Bridgette Gilbert, Clark Forrest, Donna Jennings, Lynn Sibley, Lanelle Arceneaux, David Richardson

Nays: None

Absent: Dean Lawrence

- A motion was made by Lynn Sibley and second by Bridgette Gilbert to accept the Finance report with changes to General Fund for \$11,865.01 being placed under Improvement Fund.

Yeas: Donna Jennings, Lynn Sibley, Lanelle Arceneaux, Clark Forrest, Bridgette Gilbert and David Richardson

Nays: None

Abstain: Dean Lawrence

- Director's Report was given by Eric Edwards. No motion made
- A motion was made by Lynn Sibley and second by Bridgette Gilbert to accept the Audit Engagement Letter, presented by Trey Sanders of Hannis T. Bourgeois for 2019 Audit.

Yeas: Dean Lawrence, Donna Jennings, Lynn Sibley, Lanelle Arceneaux, Clark Forrest, Bridgette Gilbert, and David Richardson

Nays: None

- A motion was made by Donna Jennings and second by Dean Lawrence to sponsor Launch for \$250.00.

Yeas: Donna Jennings, Dean Lawrence, Lynn Sibley, Lanelle Arceneaux, Clark Forrest, Bridgette Gilbert, and David Richardson

Nays: None

- A motion was made by Clark Forrest and second by Lynn Sibley to sponsor Lady Cat Basketball Tournament-Walker High School, for \$1,000.00.

Yeas: Dean Lawrence, Donna Jennings, Lynn Sibley, Lanelle Arceneaux, Clark Forrest, Bridgette Gilbert, and David Richardson

Nays: None

- A motion was made by David Richardson and second by Donna Jennings to grant \$1,000 to French Settlement Historical Society.

Yeas: Dean Lawrence, Donna Jennings, Lynn Sibley, Lanelle Arceneaux, Clark Forrest, Bridgette Gilbert, and David Richardson

Nays: None

- Eric Edwards presented Cost of Living Raise/Employee Pay Raises. No motion was made.
- Proposed Services for Direct Deposit, Check Mailing, and Audit Preparation from Smith Accounting was presented by Eric Edwards. No motion made. More information needed before approved.
- Parks and Recreation District 3 Sponsorship failed due to lack of motion.
- A motion was made by Bridgette Gilbert and second by Clark Forrest to sign Contract with LTA Golf LA, for a ½ page Ad, in the amount of \$1,295.00.

Yeas: Dean Lawrence, Donna Jennings, Lynn Sibley, Lanelle Arceneaux, Clark Forrest, Bridgette Gilbert, and David Richardson.

Nays: None

- RV Ordinance was presented by Eric Edwards. No motion made.
- A motion was made by Lynn Sibley and second by Bridgette Gilbert to adjourn.

Yeas: Dean Lawrence, Donna Jennings, Lynn Sibley, Lanelle Arceneaux, Clark Forrest, Bridgette Gilbert, and David Richardson.

Nays: None

Next board meeting will be Thursday, October 17th at 11:00 at Tourism Office.



Lanelle Arceneaux
Chairperson



Eric Edwards, Executive Director



David Richardson
Secretary/Treasurer