

**JEFF DAVIS PARISH TOURIST COMMISSION  
MINUTES OF MEETING  
DATE: April 10, 2018**

The meeting was opened, and the following attendance was noted:

Name	Representing	Present	Absent
Becky Hudson, Chairman	Welsh	X	
Lorraine Bertrand, Vice-Chairman	Elton		X
John Marceaux, Secretary/Treasurer	Lake Arthur	X	
Bobby Palermo	Lake Arthur	X	
Ronnie Petree	Welsh	X	
Kathleen LeBlanc	Lake Arthur	X	
Ryan Kitchen	Jennings	X	
Marion "Butch" Fox, Executive Director	Director	X	
Dione Sabelhaus, Marketing Director	Marketing Director		X

**Guest Present:** Aaron Cooper with J. Aaron Cooper, CPA, LLC and Greg Marcantel with Spungold

**Call to Order:** **Becky Hudson** called the meeting to order at 8:03am, **Ronnie Petree** led the prayer and **Becky Hudson** led the pledge.

**Approval of Agenda** ~ a motion was made by **John Marceaux** and seconded by **Ryan Kitchen** and passed **unanimously** to approve the April agenda.

**Approval of Minutes** ~ a motion was made by **Ronnie Petree**, seconded by **Bobby Palermo** and passed **unanimously** to approve the minutes of **February 2018 meeting**.

**Approval of Financials** ~ a motion was made by **John Marceaux** to approve **December 2017 and January 2018** financial report seconded by **Ryan Kitchen**, passed **unanimously**.

**Public Comments: NA**

**CEO/President report, Marion Fox**

- Bobby Palermo requested a meeting with Habetz to get an update on the status of the Gator Chateau.
- Visitor enterprise funds are still in place at the State they have not mentioned cutting those funds. Instead they cut the tourism budget.

**Marketing Director Report: Dione Sablehaus NA**

**New Business:**

- Aaron Cooper with J. Aaron Cooper, CPA, LLC, presented the audit for fiscal year 2016/ending June 2017. Unqualified opinion is the best result at best outcome of an audit. The results of the financial activity for the year. The total revenues are five hundred and twelve thousand, total expense are four hundred and forty-seven thousand, an excess of revenues of expenditures of sixty five thousand, beginning reserves are sixty hundred eighty four thousand, with an ending reserve of seven hundred forty nine thousand. There is a finding this year and the auditors office, J. Aaron Cooper. The audit for June 30, 2017 was not completed within six months of the year-end as required by law. With the new procedures required by the State auditor's office put our office behind. This finding will not have an effect. The new procedures in the Statewide Agreed-Upon Procedures Report. There are some policies they are expecting to see. The State Auditors Office expects that any outstanding checks more than 6 months to be addressed and all deposits are to be made within one day of collection, if

possible. There are no alarms on any of these. A motion was made by **Ronnie Petree**, seconded by **Bobby Palermo**, to accept the Tourist Commission audit for 2016-2017.

- A motion was made by **Ronnie Petree**, seconded by **John Marceaux**, to approve a Board Resolution for CMP Grant allowing Marion Fox to sign all contractual obligations.

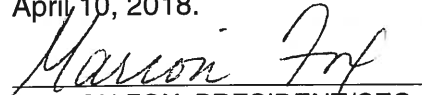
**Old Business:**

- A motion was made by **Ronnie Petree**, seconded by **Bobby Palermo**, to approve the final amount of \$500 for the Cajun Rodeo Association grant and passed unanimously. Cajun Rodeo Association had a good turn out for the rodeo but there are a few issues about the facility.
- A motion was made by **Bobby Palermo**, seconded by **Ronnie Petree**, to surplus the Dell Tower model D070D tag 9WRSUR1 and monitor serial # 102NDCRER611.

**Announcements:** Gator Chateau groundbreaking Wednesday, April 25 at 8:30am

**Adjournment:** A motion was made by **Ronnie Petree**, seconded by **Ryan Kitchen** and passed unanimously to adjourn.

I, Marion Fox, certify that the above and foregoing constitute the minutes of the first meeting of the commissioners of the Jeff Davis Tourist Commission held on April 10, 2018.

  
MARION FOX, PRESIDENT/CEO  
JDTC