

PROCEEDINGS OF THE WAR MEMORIAL CIVIC CENTER BOARD, TAKEN AT THE
REGULAR MEETING HELD AT 250 W 7TH STREET DERIDDER, LOUISIANA ON MONDAY,
FEBRUARY 24, 2025 AT 4:30 P.M.

1. CALL TO ORDER by June Toothman
2. ROLL CALL attendance with there being present: Lora Carrero, Shannon Cooley, Paul Cuevas, Bobby Gumpright, Todd Sherman, June Toothman
There being absent: Lisa Adams, Randall Anderson, Fred Parrott, Shannon Wingate
3. PRAYER by Shannon Cooley
4. AMENDMENT(S) TO THE AGENDA: None.
5. PUBLIC PARTICIPATION:
Erin Manuel from Meyer & Associates advised that the final part for the generator control panel (Item 8 A.1) is expected to arrive this week. Installation will require a power outage of three to four hours on either a Monday or Friday. Faith Scott suggested a Friday for the outage due to Mondays being walk in day for the VA office. Erin indicated the need for a gutter installation along the rear of the building, with an overhang proposed by Paul Cuevas as a potential alternative. Erin noted that final invoices for the generator project may not be ready within this fiscal year. Photos of damage to the civic center grounds were taken by Faith Scott. Erin assured the board that the cleanup, deep ruts, reseeding of grass, and concrete work by the flag plaza will be addressed.
6. CORRECTION/APPROVAL OF THE PREVIOUS MEETING MINUTES
A motion to bring the November 18, 2024 minutes off the table was made by Bobby Gumpright, seconded by Paul Cuevas. No one opposed. Motion carried.

A motion was made by Bobby Gumpright to approve the corrected November 18, 2024 minutes, seconded by Shannon Cooley. No one opposed. Motion carried.

A motion was made by Paul Cuevas to approve the January 27, 2025 minutes, seconded by Todd Sherman. No one opposed. Motion carried.
7. FINANCE
 - A. Review and approve previous month(s) invoices
A motion was made by Lora Carrero, seconded by Paul Cuevas to approve January 2025 invoices. No one opposed. Motion carried.
 - B. Review January 2025 rental income
 - C. Review & approve monthly GL report(s) and budget to actual comparison of previous month(s) financials
A motion was made by Shannon Cooley to approve the January 2025 financials, seconded by Paul Cuevas. No one opposed. Motion carried.
A motion was made by Shannon Cooley to approve the 2024-2025 final budget, seconded by Todd Sherman. No one opposed. Motion carried.
On February 14, 2025, Andrea Couch notified Faith by email that the BPPJ approved a 2% Cost of Living Adjustment (COLA) for all full-time parish employees. A motion was made by Lora Carrero to approve the 2% COLA for all employees, seconded by Paul Cuevas. No one opposed. Motion carried.
 - D. Review overtime report

8. OLD BUSINESS

A. Discussion of Project List

1. Generator update

See Item 5 Public Participation

B. Discuss public events by Community/WMCC

03/22/25 CPPJ to offer free resources/classes that will be open to the public.

Flyer/information is not available yet.

04/12/25 VA Mobile unit will be in the parking lot with advanced appointments.

09/02/25 The Diabetes Education Series, in partnership with Beauregard Health System and LSU Ag Center, will begin on September 2, 2025, and continue on subsequent Tuesdays throughout the month. A minimal fee will be charged to cover the cost of booklets and food.

C. Discuss website research/development/implementation

The new website (www.warmemorialcc.com) officially launched on February 3, 2025.

Updates to the brochures, Google listing, and business cards now includes the website address and a QR code was added for easy access. Credit card payments are now accepted with a convenience fee added to the room cost.

D. Discuss office copier

The OKI copier required a diffuser replacement. The new Toshiba copier that was approved during the January meeting was ordered and installed.

9. ITEMS TABLED FROM PREVIOUS DISCUSSION: See item 6A.

10. NEW BUSINESS

A. Annual financial disclosure

Link provided by email to board members on February 14, 2025. The due date for the disclosure is May 15, 2025.

B. Annual training

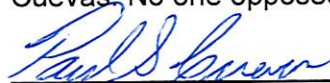
1. Cyber security

2. Ethics & sexual harassment

Links to be provided by email to board members soon. The due date for the training to be completed is December 31, 2025.

11. ADJOURNMENT

The WMCC Board invites all citizens to attend their public board meetings. The next meeting of the WMCC Control Board is scheduled for March 17, 2025 at 4:30 P.M. A motion was made by Shannon Cooley to adjourn the meeting, seconded by Paul Cuevas. No one opposed. Motion carried.



PAUL CUEVAS, SECRETARY
OR

25 March 2025



JUNE TOOTHMAN, CHAIRPERSON
OR

25 March 2025

Date Approved by the Board: 25 March 2025