

**PROCEEDINGS OF THE BOARD OF CONTROL OF THE
WAR MEMORIAL CIVIC CENTER (WMCC) TAKEN IN REGULAR SESSION
May 16, 2022 4:30 p.m.**

1. **Call to Order:** Mark Anger called the meeting to order
Present: Courtney Bone, Fred Parrott, Jack Peavy, June Toothman, Mark Anger, Willie Westmoreland
Absent: James Eaves
2. **Prayer:** June Toothman
3. **Public Participation:** None.
4. **Amendments to the Agenda:** None.
5. **Correction/Approval of the Previous Minutes:** Motion by June Toothman, 2nd by James Eaves to accept the minutes from the previous meeting as corrected. Minutes approved and signed.
6. **Finance:**
 - Review and Approval of Bills and Invoices from April 16th Meeting:** Motion made by Willie Westmoreland, 2nd by Courtney Bone. Bills and invoices approved.
 - Review and Approval of Bills and Invoices from May 16th Meeting:** Motion made by June Toothman, 2nd by Fred Parrott. Bills and invoices approved.
 - Rental Income:** 04/01/2022-04/30/2022 **\$160** Starting May 2nd, Ingevity uses the facility every Monday. Per DeAnna Binning of Ingevity, their usage will be for the remainder of the year unless the WMCC is closed for holidays or other events already scheduled for Mondays.
 - Budget Review:** Amended budget final numbers still are not current. Month and year to date is accurate on the report. Mark Anger questioned Misc. Refund, Contracted Services and Operating Supplies. Faith will research and report back at next month's meeting.
 - Overtime/Comp Time Report:** In order for Sonya Lambert to get adequate training and familiar with events, Faith assigned Sonya more than the usual hours allowed for each employee. Faith will ensure employee hours are closely monitored for the remainder of the year to enable all overtime to be evenly distributed by the end of the year. Report reviewed and approved.
7. **Old Business:**
 - A. Personnel:** Faith has been in constant contact with HR to review online and in person applications. Deadline to apply has been extended to May 20th. The opening is posted on www.indeed.com, Fort Polk Transition office and on social media. Goal is to be fully staffed within the next four to six weeks.

Faith stated that since Paul has been picking up the slack since February just as David did back in February 2016 when we were short an employee, David was given a \$1.00 because of greater responsibilities even though he had just gotten his annual raise. David was given the raise in July 2016. Faith asked the board to consider offering the same for Paul due to greater responsibilities. After discussion by the board, this will possibly be discussed at a later date.
 - B. WMCC Public Events:** The City of DeRidder Veterans Brunch is scheduled for Saturday, May 21st at 10 a.m. The Flag Day event hosted by the WMCC has received a \$200 donation from Glenn Dean Insurance Agencies and it will be used to purchase the ice cream. The Vietnam Veterans (VV) plan to have a flag retirement ceremony every year for Flag Day. Next year, Flag Day falls on the second Wednesday which is the VV monthly luncheon date. May want to consider moving the WMCC Coke Float event closer to the July 4th.

C. Windows & Gutters: Schmidt Builders filled in ruts. The balance of \$6000 from Schmidt has been requested to be paid.

D. Christmas Lights: Faith demonstrated the lights purchased from www.birddoglighting.com. Philip Mylynarski will assist the WMCC with mounting and display instructions.

E. Soldier Memorial: Memorial statue arrived May 16th. Faith proposed brief unveiling event for May 26th at 9 a.m. or 10 a.m. Courtney Bone stated she would contact a pastor who is a veteran for the prayer. Mark Anger will lead the Pledge of Allegiance. Faith will coordinate all details and text/email the board members no later than Wednesday.

8. **Items Tabled from Previous Discussion:** None.

9. **New Business:**

A. American Rescue Plan: Faith presented the WMCC wish list to the Beauregard Parish Police Jury requesting funds for the generator and for the repair of room 3 floor as well as the areas in the lobby closest to room 3. Hoping to be approved for \$100K. The money will tentative be available in August or after the jail has been fully renovated.


B. Advertising & Brochures: The Beauregard Tourist Commission has been purchasing WMCC brochures for tourism distributing them throughout the state. The cost of 1500 brochures was \$288.65 in July 2021. Domestic travel showcases are held twice per year. Brochures to possibly be created in house for the history of the building as well as a brochure for the rental side of the building. Add find us on Facebook to the brochure. After discussion by the board, we will incur this cost as part of our advertising budget.

10. **Any Other Business:** None.


11. **Adjournment:**

The next meeting of the War Memorial Civic Center Control Board will be **Monday, June 20, 2022 at 4:30 p.m.** There being no further business to come before the board, James Eaves made a motion to adjourn the meeting, 2nd by June Toothman. Meeting adjourned.

ATTEST:


June Toothman, Secretary or
Fred Parrott, Vice-Chairman

20 June 2022


Mark Anger, Chairman or
Fred Parrott, Vice-Chairman

20 June 2022

Date Approved by the Board: 20 June 2022