

**PROCEEDINGS OF THE BOARD OF CONTROL OF THE  
WAR MEMORIAL CIVIC CENTER (WMCC) TAKEN IN REGULAR SESSION  
August 15, 2022 4:30 p.m.**

1. **Call to Order:** Mark Anger called the meeting to order  
**Present:** Jack Peavy, June Toothman, Lora Carrero, Mark Anger, Willie Westmoreland  
**Absent:** Courtney Bone, Fred Parrott, James Eaves
2. **Prayer:** June Toothman
3. **Public Participation:** Andrea Couch (See Old Business-Personnel)
4. **Amendments to the Agenda:** None.
5. **Correction/Approval of the Previous Minutes:** Motion by Willie Westmoreland, 2<sup>nd</sup> by Jack Peavy to accept the minutes from the previous meeting. Minutes approved and signed.
6. **Finance:**
  - Review and Approval of Bills:** Motion made by June Toothman, 2<sup>nd</sup> by Willie Westmoreland. Bills and invoices approved.
  - Rental Income:** 07/01/22-07/31/2022 **\$2375** Faith reported last month's amount of \$2185 was incorrect on the report. The rental tracker sheet date stamped for 06/27/2022 did not get posted for June instead it was posted in July.
  - Budget Review:** Report reviewed and approved.
  - Overtime/Comp Time Report:** Report reviewed and approved.
7. **Old Business:**
  - A. Personnel:** Andrea Couch with the BPPJ spoke about all entities having the same 90-day probationary period. Overtime/comp policy was also discussed. Suggestion made by Faith to have employees use all of their comp time by November 30<sup>th</sup> and only overtime would be allowed during the month of December. The board will continue the discussion later. HR completed an investigation after Sonya Lambert voiced a complaint. Per HR, Faith is to make sure Sonya knows what her duties are and any further incidents will be grounds for immediate termination.
  - B. WMCC Public Events:** Thank you card received from the DeRidder Police Department for the National Night Out Fire on the First event held at the WMCC. Faith advised Jacki Herrington we will utilize full capacity (225-250) for chairs for any future events regardless of the quantity of chairs she requests, which was only 100 this time to prevent being unorganized. Battlefield Soldier Memorial unveiling is September 1<sup>st</sup> at 9:30 a.m.
  - C. Board Members:** Lora Carrero from Chuck Montgomery-District 3C has been appointed to the board. Andrea advised that the plotter has been repaired and she will check to see if the maps can be printed for the two districts remaining without representation (Wayne Reeves-District 1 & John Stebbins-District 4A). Faith asked the board to keep James Eaves and Fred Parrott in their prayers as they continue to recover.
  - D. Flag Plaza-** Willie Westmoreland stated adding a base to the American flag is not an option because it would not be able to support it in the event of strong winds. Erin with Meyer & Associates will be working with Faith to get the plaza site surveyed. It is her opinion a pole twice as high will be required and she hopes to have it surveyed prior to the next meeting. Mark Anger suggested a pulley system so when the American Flag is lowered the others are automatically lowered.

**E. Project List:** Quotes for most of the items on the project list still aren't available. HVAC quote for room 4 was submitted by AC/Heat for \$6000. Andrea stated as soon as the American Rescue Plan funds were released, she would let Faith know. (large projects (generator, room 3/lobby flooring).  
**F. Annual Ethics & Sexual Harassment Training:** Training is due by September meeting.

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

**9. New Business:**

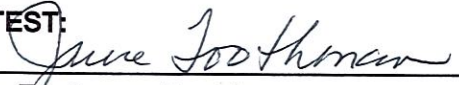
**A. Reception Desk Laptop/Printer/Credit Card Processor:** Bravo Computers quote for a laptop will cost approximately \$1200 and the printer range is \$600-\$900. A credit card processor with square is approximately \$500. Faith is awaiting more information for another option for this. Motion by June Toothman for the laptop with cost up to \$1200 and up to \$900 for printer, 2<sup>nd</sup> by Jack Peavy. Motion approved.

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

**11. Adjournment:**

The next meeting of the War Memorial Civic Center Control Board will be **Monday, September 19, 2022 at 4:30 p.m.** There being no further business to come before the board, Jack Peavy made a motion to adjourn the meeting, 2<sup>nd</sup> by Willie Westmoreland. Meeting adjourned.

**ATTEST:**

  
\_\_\_\_\_  
June Toothman, Secretary or

  
\_\_\_\_\_  
Mark Anger, Chairman or

19 September 2022

19 September 2022

**Date Approved by the Board: 19 September 2022**