

**PROCEEDINGS OF THE BOARD OF CONTROL OF THE
WAR MEMORIAL CIVIC CENTER (WMCC) TAKEN IN REGULAR SESSION**

January 18, 2022 4:30 p.m.

1. **Call to Order:** Mark Anger called the meeting to order. A quorum was not met for December meeting.
Present: Fred Parrott, Jack Peavy, James Eaves, June Toothman, Mark Anger
Absent: Courtney Bone, Jann Corley, Willie Westmoreland
2. **Prayer:** Fred Parrott
3. **Public Participation:** None.
4. **Amendments to the Agenda:** None.
5. **Correction/Approval of the Previous Minutes:** Motion made by James Eaves, 2nd by June Toothman to accept the minutes from the previous December 2, 2021 meeting as written. Minutes approved and signed.
6. **Finance:**
 - Review and Approval of Bills and Invoices:** Motion made by June Toothman, 2nd by Fred Parrott. Bills and invoices were approved.
 - Rental Income:** 11/16/2021-12/31/2021 \$2110
 - Budget Review:** Ruthy Reed and Faith will prepare preliminary numbers for next year's budget to be presented at next month's meeting.
 - Overtime/Comp Time Report:** Report was reviewed and approved.
7. **Old Business:**
 - A. 80th Anniversary Event/Future Events:** The VAU Fallen Heroes Memorial Flag was not well attended like the Moving Wall in 2019. Faith indicated that she followed the same blueprint as far as advertisements, social media presence etc. and she is unsure of why the decline in attendance. KPLC did not offer the pre-coverage as before. She suggested in the future to have special exhibits to be on or very near a military holiday, have these types of events every five years instead of every two to three years and to possibly limit the days as well and the board agreed. She proposed a new event this year to commemorate the 5 cents coke sign we have displayed in the lobby. Several vendors have been contacted to see if donations can be made for this event to coincide with either Flag Day or near July 4th. More info to be presented next month.
 - B. Fire System:** Fire & Safety Specialists Inc completed the installed and the systems is linked with Red Alert for monitoring. An additional charge of \$890 for a cell dact was necessary for everything to work properly.
 - C. Windows/Gutters:** The down payment has been sent to Schmidt Builders and Mr. Schmidt indicated he hopes to be on the job within the next 30 days. He will give a firm start date by the end of January.
 - D. Ethics/Sexual Harassment Training:** Everyone has completed their training except Jann Corley. Faith spoke with her just prior to the meeting and she indicated she no longer will be able to serve. She requested Jann to email this request so it can be sent to the police jury.
8. **Items Tabled from Previous Discussion:** None.

9. **New Business:**

A. Building Usage: CASA has requested to use the building maybe once per quarter on the third Thursday from 5 p.m. to 9 p.m. Faith will advise CASA they will be required to pay the \$40 non-profit rate. The City of DeRidder Police Department is requesting to use rooms four and five for a National Night Out event on August 1st. Board approved the usage at no charge since it is a community wide event.

B. Christmas Lights: Faith presented a printout of lighted saluting soldiers with American flags to add to the front of the building for Christmas or other veteran related holidays. The current price is \$775 plus \$65 shipping.

C. Soldier Memorial: Fallen Soldier Battle Cross to be placed under the plaque just outside the sliding front doors of the building to honor those we have lost during wartime. There are two pricing option available from the Large Art Company. Faith is still researching other options. James Eaves stated the renewal passed and anything we can do to show the upkeep and enhancement of the building is the right thing to do. He asked Faith to bring other options to the meeting next month.

D. Holiday Calendar: Mardi Gras has been added to the BPPJ holiday calendar. All Saint's Day is still a holiday and as adopted from the January 2018 WMCC Board Meeting, Civic Center employees will continue to be off the day after Christmas instead of All Saint's Day.

E. Parking Lot Signage: Faith has noticed more people have been leaving their vehicles in our parking lot. She believes signs for unattended vehicles will be towed should be added to the entries of our side and rear parking lots. She will check with BJ/parish to get these made.


F. Annual Raises/Personnel: Faith informed the board of ongoing issues with the terminated employee Martha Reed visiting with David Leidig as well as others visiting for long periods of time with David even after a meeting was held on December 6th regarding this issue. Martha has been behind the front counter several times. Faith spoke with Steve Landreneau. He stated a letter can be sent to her advising she is no longer an employee and to refrain from being in employee areas. After discussion by the board, letter to Martha to be reviewed by Steve Landreneau. Mark Anger recommends a letter be given to all employees stating no visitors.


The BPPJ approved 5.9% for annual raises and the WMCC board typically adopts the same. Sonya Lambert was hired in December 2021 and requested to not get an increase so it would not affect her social security. In 2024, the board will bring her rate of pay up to date at that time. After discussion by the board, 6.9% increase for Paul Ashworth and 5.9% increase for Faith Scott and David Leidig. Motion by June Toothman, 2nd by Fred Parrott for increases to take effect beginning in the upcoming pay period; Abstain-Jack Peavy. Motion approved.

8. **Any Other Business:** Signed by-laws were given to all board members for their records.

9. **Adjournment:** The next meeting of the War Memorial Civic Center Control Board will be **Tuesday, February 22, 2022 at 4:30 p.m.** There being no further business to come before the board, Jack Peavy made a motion that the meeting adjourn, 2nd by Fred Parrott. The meeting adjourned.

ATTEST.


June Toothman, Secretary or
Fred Parrott, Vice-Chairman


Mark Anger, Chairman or
Fred Parrott, Vice-Chairman

22 February 2022

22 February 2022

Date Approved by the Board: 22 February 2022