

**West Calcasieu Parish Community Center Authority  
Board of Directors-Regular Meeting  
March 21, 2018  
West-Cal Events Center  
Sulphur, Louisiana**

**Meeting was called to order at 5:30 p.m. by J.C. Cormier**

**Invocation pronounced by Mike O'Quinn**

**Pledge was led by George Vincent**

**ROLL CALL:**

Roll call was made with the following results:

Present:	J.C. Cormier-Vice Chairman	Coy Vincent-Secretary/Treasurer
	George Vincent-Board Member	Evelyn White-Board Member
	Mike O'Quinn-Board Member	Darwin Pinder-Board Member
	Adrian Moreno-Executive Director	Joyce Anderson-Operations Manager
	Sarah Higdon-Event Services Supervisor	

Absent: Meg Lovejoy- Chairman

**AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:**

Evelyn White made a motion to accept the proposed agenda as presented. Mike O'Quinn seconded the motion. All voted and approved.

**APPROVAL OF MINUTES:**

Coy Vincent made a motion to accept the February 21, 2018 regular meeting minutes as presented. Mike O'Quinn seconded the motion. All voted and approved.

**APPROVAL OF FINANCIAL REPORT:**

Mr. Moreno gave a brief summary of the Financial report as presented for February 2018.

Revenue for the month of February was very profitable again due in large part to the end of Mardi Gras season with some of the larger more profitable Ball's held at the Events Center during this time period. Arena revenue was also slightly above budget with a steady flow of traffic from multiple events.

Mr. Moreno reminded the Board of the significant increase in profit related to an increase in funding from the Department of the Treasury in the amount of \$451,319.99 in collections from the Hotel Motel Taxes. This disbursement exceeds the Authorities cap by nearly \$13,000. Mr. Moreno reached out to Senator Johns who has offered his continuing support to verify the accuracy of the funds being received. With two fiscal quarters remaining it is uncertain at this time what other funding will be made available to the Authority. The funds have been forwarded to the Authorities bonding agent Whitney Bank for deposit. As a reminder, Whitney will release any funds exceeding the annual debt service payment overage to the Authority including any earned interest which should be received shortly after September 1<sup>st</sup> of each year.

Mr. Moreno also pointed out that the Authorities is in a much better fiscal position with regards to generated revenue than in previous months due to an increase in activity at both facilities. He reported

YTD total income over 8% from anticipated projections due in large part to the successful Mardi Gras season which accounted for revenues in excess of \$76,000 for the months of January and February.

With regards to expenses, Mr. Moreno informed the board that expenses are about 9% below budget, or roughly \$81,000. The increase in the Hotel Motel tax has increased the available cash flow through the end of the fiscal year, putting the projections to just under \$4.7 million that can be utilized for capital projects and/or improvements at the complex.

Lastly Mr. Moreno informed the board that House Bill 1 which covers the annual budget included dedicated funding for the Authority was introduced at the beginning of the session. The West Cal Community Center is the only visitor enterprise entity whose budget was introduced with an increase for the 2018-2019 budget. Currently the Authority has a cap of \$1,192,593 for the fiscal year 2017-2018. House Bill 1 has been submitted for consideration with the Authority receiving an additional \$100,000 bringing the cap to \$1,292,593. Senator Johns expressed his support of this increase and will have his staff continue to work towards securing all dedicated funds due to the Authority. Mr. Moreno reminded the board that the collections will only continue to increase with the rising rev par on hotel rooms and the long-term usage of rooms by out of town contractors.

George Vincent made a motion to accept the February 2018 financial reports as presented. Evelyn White seconded the motion. All voted and approved.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

None

**DIRECTOR'S REPORT**

Mr. Moreno ask the board to consider closing some of the accounts at the Authorities financial institution Iberiabank. In the past multiple accounts were opened up during the construction phase but are no longer necessary. These funds will be consolidated to the Authorities remaining investment account with LAMP whose interest rates far exceed any local institution in the area.

Evelyn White made a motion to close the Construction and Money Market accounts with Iberiabank and have the funds forwarded to the Authorities LAMP account for investment. Coy Vincent seconded the motion. All voted and approved.

Mr. Moreno updated the board on the proposed RV park located south of the Authorities property and informed them that a temporary access road has been constructed coming in from Hwy 1256. According to engineers this road is for construction only but the developer does have the ability to build a road near the drainage lateral along the Authorities southern boundary. Topographical surveys have been concluded and the engineers are working on access options for the developer.

Mr. Moreno reported to the Board earlier on his meeting with the Architects on improvements and repairs to the complex, in particular the insulation at the Arena. He stated that further research is needed on improvements and repairs before a definitive solution can be resolved. Mr. Moreno intends to visit with facilities that have similar settings, but he stressed to the board that not all will be equal and reiterated

that the majority of the current insulation deficiencies occurred years after the initial install. Mr. Moreno also stressed that the acoustical vs thermal benefits needed to be taken into consideration.

Lastly Mr. Moreno reminded the board of the Annual 1-hour training requirement for the Board of Ethics must be concluded soon. Joyce Anderson will be attending a training in Baton Rouge to become a liaison to proctor this training by DVD. This class will assist in the training of those employees who are unable of producing a valid email address, a requirement when completing the online training. He also reminded the board that the financial disclosure forms will once again be due in May.

**PUBLIC COMMENTS:**

**NONE**

**ADJOURNMENT:**

With no further business to discuss Mike O'Quinn made a motion to adjourn. George Vincent seconded. All voted and approved.

**The next regular meeting of the Board of Directors will be held on Wednesday, April 18, 2018 at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.**