

OFFICIAL PROCEEDINGS OF THE
TERREBONNE ECONOMIC DEVELOPMENT AUTHORITY
BOARD MEETING
TUESDAY, DECEMBER 12, 2023

Vice-President Jason Underwood called the meeting to order at 12:00 p.m. The prayer and Pledge of Allegiance were led by Ms. Tammy Haydel. The meeting was held at the Government Tower Administrative Conference Room, 8026 Main Street, in Houma.

Members recorded as present were: Mr. Jason Underwood, Mr. Nicholas Hebert, Mr. Robert Barthel, Mr. C.J. Domangue, Mr. Michael Lewis, Mr. Gary Williams, Sr., Mr. Joe Boudreaux, II, and Mr. Joshua Alford; recorded as absent was: Mr. James "JJ" Buquet, III. Also present were: Mr. Cohen Guidry, TEDA's CEO, and Ms. Tammy Haydel, TEDA's Executive Group Assistant.

Mr. Underwood made three calls for public wishing to address the committee with no response.

Mr. Hebert motioned to approve the November 14, 2023 TEDA Regular Board Meeting Minutes as submitted, seconded by Mr. Barthel. The motion passed unanimously.

Mr. Guidry advised the Board that Mr. Robert "Robbie" Naquin, Jr. was the appointed board member via South Central Industrial Association and was nominated by the Terrebonne Parish Council. Mr. Naquin is a Commercial Banking Relationship Manager with BI Bank. Mr. Domangue motioned to approve the installment of Mr. Naquin to the TEDA Board of Commissioners, seconded by Mr. Barthel. The motion passed unanimously.

Mr. Guidry advised the Board that Ms. Melissa Adams was the appointed board member via Houma-Terrebonne Chamber of Commerce and was nominated by the Terrebonne Parish Council. Ms. Adams is the Corporate Controller and Treasurer at Danos, LLC. She is happy to join the Board and looks forward to this opportunity. Mr. Barthel motioned to approve the installment of Ms. Adams to the TEDA Board of Commissioners, seconded by Mr. Hebert. The motion passed unanimously.

Mr. Guidry introduced Mr. Joshua Alford, who was the appointed board member via Houma-Terrebonne Chamber of Commerce and was nominated by the Terrebonne Parish Council. Mr. Alford is an Employee Benefits Consultant with Alford & Associates. He currently serves on the Louisiana Healthcare Commission and is a member of the Louisiana Insurance Commissioner's Agent Advisory Board. He has served on the Houma-Terrebonne Airport Commission and Louisiana Drone Advisory Board for the last seven years.

Mr. Guidry provided the Board with the 2024 proposed meeting dates. Meetings are generally held on the second Tuesday of each month. Mr. Lewis motioned to approve the 2024 meeting dates as discussed, seconded by Mr. Barthel. The motion passed unanimously.

Mr. Hebert presented the November financial reports. The Balance Sheet reflects a balance of approximately \$364K in the operating account. Expenses incurred represent a typical payroll and burn rate, including marketing/advertising costs. Reconciliations are balanced and in order. Mr. Barthel motioned to approve the November financial reports as submitted, seconded by Mr. Domangue. The motion passed unanimously.

Mr. Guidry presented Resolution 23-005 approving and adopting the 2023 Budget Summary and 2024 Budget Plan to the Board. The 2024 Proposed Budget totals \$625K. This includes salaries, a 2% cost of living raise, increase in audit/accounting costs, and IT hardware. Mr. Barthel motioned to adopt Resolution 23-005, seconded by Mr. Lewis. The motion passed unanimously.

Mr. Guidry presented the TEDA Invoice from TEDFo. TEDA invoiced TEDFo for a percentage of rent, expenses, staffing, utilities, equipment, marketing, etc. and is retroactive from January 1, 2023 totaling \$88,243.58. Mr. Hebert motioned to approve the TEDA Invoice from TEDFO as submitted, seconded by Mr. Barthel. The motion passed unanimously.

Mr. Guidry presented the CEO/BRE report. He updated the Board on various projects:

- Occupational Licenses for Terrebonne Parish Businesses Exercise;
- Technical Assistance Program Completion;
- Wind Energy Project;
- TEDA Time;
- Project Cynthia (Water Lillies);
- Houma-Terrebonne Chamber of Commerce;
- Workboat Show; and,
- EPA Grant Review.

Mr. Guidry presented and thanked Mr. Hebert and Mr. Domangue with awards for their service to TEDA. He appreciates their dedication and participation in this organization.

At 1:12 p.m. Mr. Barthel moved to adjourn, seconded by Mr. Domangue. The motion passed unanimously.


Mr. Jason Underwood, Vice-President


Ms. Tammy Haydel, Minute Clerk