

Ponchatoula Area Recreation District No. 1  
19030 Ponchatoula Park Dr.  
Ponchatoula, LA 70454  
Conference Room - Gym  
**Regular Board Meeting Minutes**  
**Tuesday, April 17, 2025**  
**6:00 p.m.**

**I. Call to Order:** Terry Byers, Chairman

The public hearing was called to order by Terry Byers, at 6:05 p.m.

**II. Roll Call:** Terry Byers (P), Marshall Graves (P), Roger Kennedy (P), Patricia Landaiche (P), Kyle Mitchell (P)

Visitors: Letisha Smith, Mark Verbois, Wesley Fletcher, Strader Cieutat, Christy Whitaker

**III. Approval of Minutes:** March 25, 2024, Minutes

Motion by Kyle Mitchell

Seconded by Roger Kennedy

Favor: 5    Opposed: 0    Abstained: 0    Absent: 0

**IV. Approval of Financials:** March 1-31, 2025

Motion by Kyle Mitchell

Seconded by Roger Kennedy

Favor: 5    Opposed: 0    Abstained: 0    Absent: 0

**V. Public / Guest Comments:**

None

**VI. Reports:**

**a. Director's Report – Mark Verbois**

1. Verbois asked if there were any questions about recent large purchases. Mitchell replied that there was nothing specific, but as a board, they just need to monitor the spending.
2. The new Recreation Supervisor for Sports was hired. Verbois moved forward with contacting PARD's attorney and the football commissioner to let him know that PARD would not renew the endeavor for PYFL and asked for a meeting. The commissioner never responded. A meeting was held with Eldrid Palmer, Dustin Clement, a coach from Springfield, and Roger Kennedy. The outcome of the meeting was that Springfield would not stay at PARD with the new structure planned for PARD tackle football, and Dustin Clement said he would go with Springfield. The new Recreation Supervisor has made plans for 2 football camps and a basketball camp for the summer. PARD will move forward with letting basketball know that their endeavor will not be renewed, and have the same plan with starting a PARD basketball program.
3. Verbois and Smith met with architects about plans for the new conference room.
4. The LED lights installation is completed, getting quotes on landscaping, and the front sign is near completion.

**b. Assistant Director Report- Tisha Smith**

1. Smith reported that Brody with the CPA office has finished the closeout for 2024. The auditor has started emailing a list of documents to pull for the AUP (agreed-upon procedures). The auditors will come for the in-house audit in the next few weeks.

5. The employee evaluations will be coming up and will be finished around mid-May. Starting in 2026, evaluations will be done on the employees. Anyone who has not made one year before June will be evaluated on their 2025 anniversary date in 2025.

**c. Facilities Director Report- Wesley Fletcher**

1. Work on the fields have been on going with baseball starting.
2. The outside employees now have new uniforms from Elite and the contract with Cintas was canceled. There is a new policy the went with the new uniforms.
3. New backstop pads have been installed, plans to add to each year.
4. Plans to repaint the striping in the parking lot and road, weather permitting.

**VII. Old Business:**

None

**VIII. New Business:**

None

**IX. Chairman's Remark-**

Byers thanked the board and Roger Kennedy for his years service on the board.

**X . Adjournment:**

Motion by Kyle Mitchell Seconded by Marshal Graves

Favor: 5 Opposed: 0 Abstained: 0 Absent: 0

The meeting was adjourned at 6:35 p.m.

Terry Byers, Board Chairman

Letisha Smith, Executive Secretary