

Ponchatoula Area Recreation District No. 1
19030 Ponchatoula Park Dr.
Ponchatoula, LA 70454
Conference Room - Gym
Regular Board Meeting Minutes
August 21, 2025
6:00 p.m.

I. Call to Order: Terry Byers, Chairman

The public hearing was called to order by Terry Byers, at 6:09 p.m.

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

Christy Whitaker (P)

Visitors: Letisha Smith, Mark Verbois, Wesley Fletcher, Robby Scates

III. Approval of Minutes:

July 31, 2025 Minutes from the Public Hearing

Motion by Kyle Mitchell Seconded by Kristy Whitaker

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

July 31, 2025 Minutes from the Public Meeting

Motion by Kyle Mitchell Seconded by Kristy Whitaker

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

IV. Approval of Financials: July 2025

Motion by Kyle Mitchell Seconded by Tricia Landaiche

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

V. Public / Guest Comments:

None

VI. Reports:

Director's Report – Mark Verbois: The accessor stated that the Louisiana Legislator approved the paperwork to roll forward. We are continuing to work on audit findings. Verbois showed new conference room plans. Tricia made a motion to move forward with the conference room. Kyle second motion passed.

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

A meeting is schedule with reps from Actus in reference to the employees' IRA. Old logos have mostly been changed. Football is starting with scrimmages at the Superdome. Other sports are to follow.

Assistant Director Report- Letisha Smith reported that she and Mark are working on updating policies. She is working on a board orientation packet and brought it up to the board about holding a board retreat once a year, so the board can be in a relaxed setting to discuss the future of the park, look over policies, take their sexual harassment and ethics training as a group.

The CPA has been working with Evy Brown

The CPA has been working with Evy Brown to train her on bank reconciliations and making journal adjustments. Smith reminded the board about their sexual harassment and ethics training.

Facility Director Report-Wesley Fletcher reported that the whole park is being rekeyed, and he has gotten a quote to update the camera system. The outside workers have asked Fletcher to approach the board to consider allowing dogs in the park. Fletcher is working on a list of broken equipment to surplus. The barn is falling in, and Fletcher is getting prices on adding an additional storage building behind the shop. Despite the heat, the outside crew continues to work hard on the grounds.

VII. Old Business:

None

VIII. New Business:

- a. Property Insurance Renewal- Robby Scates , Berryland Ins- Went over renewal Quotes for the Property insurance. Presented quotes from the current Carrier Ventus Risk and AmWins. Suggest that more coverage is added due to the gyms are underinsured. Kyle suggests that we insure it for what it's worth.
- b. By-Laws Review- Terry introduced the bylaws and asked the board to look over them. The vote to accept the bylaws will be at the next meeting once it is published.
- c. Budget Review Board reviewed the 2025 compared to where we are year to date.

IX. Closed Executive Session -Personnel

Kyle Mitchell made a motion to go into executive session. Christy Whitaker seconded the motion passed.

Kyle Mitchell made a motion to return from executive session. Marshall Graves second motion passed at 7:05 pm

Chairman's Remarks- Thanks to the board for all they do.

X. Adjournment:

Motion by Kyle Mitchell

Seconded by Christy Whitaker

Favor: 5 Opposed: 0

Abstained: 0 Absent:

The meeting was adjourned at 7:05 p.m.

Terry Byers, Board Chairman

Letisha Smith, Executive Secretary