

MINUTES  
LIA BOARD MEETING  
OCTOBER 25, 2017, 5:00 P.M.  
DUKE'S SEAFOOD  
DENHAM SPRINGS. LA

The meeting began at 5:04 P.M. with President, Chris Friedman welcoming everyone and asking them to stand for the Pledge of Allegiance. Voting Members present were Chris Friedman, Ardis Tooke, Wes Gauthier, Drew Andrews, Robert Miller, Brook Inzerella, Dan Johnson and Board Nominated new Board Member once approved by the Membership, Bill Fleming. Non-voting Members present were Bill Prudhomme, Dr. Stacia Davis, Mike Goree and Severn C. Doughty, Sr. Guest present was Tina Peltier.

Chris asked the Board to review the minutes of the last meeting and if acceptable, move that they be approved. Brooke Inzerella moved, seconded Drew Andrews, to accept the minutes. Motion approved.

Severn asked if he could add an agenda item. With approval Severn stated that since we didn't have a July Board Meeting and since an item was time sensitive, he drafted Minutes of Board Action on July 12, 2017. It pertained to a request made by Dr. Mike Strain for a donation to The National Association of State Departments of Agriculture's 2017 Annual Meeting of which Dr. Strain was president and the meeting was to be held in Louisiana. Chris moved that LIA contribute \$1,000.00. Wes Gauthier seconded and Brooke Inzerella, Ardis Tooke, Dan Johnson and Robert Miller voted yes. Drew Andrews did not vote. Consequently, the Motion carried and Severn sent the \$1,000.00 on August 25, 2017. Chris asked for a motion to accept the Minutes of Board Action on July 12, 2017. Brooke Inzerella moved, seconded by Drew Andrews to accept the minutes. Motion carried.

Chris asked Severn to provide the 2<sup>nd</sup> and 3<sup>rd</sup> Quarter Financial report. Severn stated that he was primarily going to go over the 3<sup>rd</sup> Quarter report. The dues and the recertification income were primarily the result of people registering for the Annual Meeting recertification class. Overall, the income for the 3<sup>rd</sup> Quarter was \$6,292.41. The total expenses were \$5,841.64 leaving \$450.77 in revenues over expenses. Total funds at end of Quarter were \$34,666.41. There being very few questions, Brooke Inzerella moved, seconded by Drew Andrews, to accept the financial report as presented. Motion carried.

Chris asked if we should transfer funds from checking to savings. Wes Gauthier moved that we transfer \$3,000.00 from checking to savings. Motion was seconded by Ardis Tooke. Motion passed.

Chris asked Severn to give the Membership report. Severn simply stated that as of October 10, 2017 we had 131 members but he stated that it will increase after the Annual Meeting. Note: after the Annual Meeting we had 12 new Members and 14 renewing Members for a total of 157 as of October 31, 2017.

Chris asked Bill Prudhomme to present the Website stats. The monthly totals for the page views for July, August and September were 2593, 2523 and 2998, respectively. Visits for the same time period were 1175, 1368, and 1316, respectively. Top three page visits for July were certification, events and resources. Top three page visits for August were certification, events and contact. Top three page visits for September were events, certification and resources.

Bill then asked the Board if the current website was meeting all the needs of LIA. Severn stated that we were still getting payments from PayPal without a registration form. Bill stated that he would fix that and Severn said that he would review the site and ask Bill to remove or amend some portions of it if need be.

Chris asked Tina to provide the LDAF update. Tina stated that she compiled some interesting statistics on how many licensees attended the LIA recertification classes vs. the Basics classes for recertification. In 2014, 54 licensees attended one of two LIA recertification classes. Conversely, 26 licensees attended one of three Basics classes for recertification. (% of licensees attending the Basics Class for recertification, 33).

In 2015, 76 licensees attended one of two LIA recertification classes. Conversely, 35 licensees attended one of three Basics classes for recertification. (% of licensees attending the Basics class for recertification, 32)

In 2016, 81 licensees attended one of two LIA recertification classes. Conversely, 34 licensees attended one of three Basics classes for recertification. (% of licensees attending the Basics classes for recertification, 30)

The June, 2017 Basics class had a pass rate of only 18% and Tina stated that she thought Severn had arranged for another instructor for upcoming Basics Classes. (Which was correct, Severn)

Irrigation license renewed for 2017 was 409 which was steady over the past few years. 45 exams were given in 2017, 61 in 2016, 76 in 2015 and 49 in 2014.

LDAF was in the process of revising exams to transition to a computer based software program. All exams eventually will be offered on computer and the results will be reported immediately. Computers already have been set up in all LDAF offices.

LDAF will be launching a new mobile app very soon. One will be able to search for licensed professionals as well as permit holders and it will work in real time. This app also will allow one to file a complaint to include photographs and in the future more apps will be available.

## OLD BUSINESS

Chris asked Severn to discuss monies moved from checking to savings. Severn stated that the Board voted and approved \$3,000.00 to be moved from checking to savings at the April, 2017 Board Meeting. Therefore, \$3,000.00 was transfer from checking to savings on April 28, 2017.

Chris asked Severn to provide the Profit and Loss statement from the June Basics class. Severn indicated that we had 20 registered and income was \$3,945.70. Expenses totaled \$1,883.68 leaving \$2,062.02 in revenues over expenses. Brooke Inzerella moved, seconded by Ardis Tooke, to accept the Profit & Loss statement as presented. Motion carried.

Chris asked Severn to discuss the June Basics evaluation results. Eleven of 20 returned the evaluations who were all there for recertification and none were LIA members. Severn stated that they visited our website and they looked at training, events and certification. The first LIA president, Michael Gray, was present and indicated that he would be interested in being a Board Member. Eight out of 10 indicated that the lunch was very good and the location was good at Dukes Seafood in Denham Springs, LA-all top marks.

Severn then handed out the Conflict of Interest Policy Statement for everyone to sign. Severn instructed everyone to please print their name, sign it, date it and indicate, Yes, that: they have received a copy, they've read it and understand it, they've agreed to comply with it and they understand that LIA is a non-profit organization and in order to maintain federal income tax exemption, it must engage primarily in activities which accomplish one or more of its tax exempt purposes. Everyone signed the policy statement and Severn filed it in the office in the permanent Conflict of Interest Policy folder.

## OLD BUSINESS

Chris reported on the Nomination Committee's 2017-2018 slate of Officers and Board Members.

President, Ardis Tooke  
 Vice-President, Dan Johnson  
 Past President, Chris Friedman  
 Director 2017-2019, Drew Andrews  
 Director 2017-2019, Robert Miller  
 Director 2017-2018, Brooke Inzerella  
 Director 2017-2018, Bill Fleming

Chris asked if anyone wanted to make a nomination from the floor. There being none, Brooke Inzerella moved, seconded by Ardis Tooke to accept the above named Officers and Board Members by acclamation. Motion approved.

Chris asked about the Basics Class and why there was such a low pass rate. Mike Goree indicated that there were too many questions and that the students had no clue about irrigation. It was difficult too because there was supposed to be two whole days of instruction but that had been cut down to 1 ½ days. Severn indicated that this pass rate was the worst ever and asked Mike if he would take the LDAF irrigation exam to see what was on it. Further, Severn indicated that when Mike began teaching the class just after Dr. Peter Gallagher left that the pass rate was in the high 60's. That went down to the low 60's in the next class and down to 18% in this past June class. Further Severn stated that the Basics class instruction always has been concluded around 2:00 P.M. on the second day and the exam administered soon thereafter. Consequently, Severn has assigned Bill Branch retired Cooperative Extension Specialist with the LSU AgCenter to teach the November class.

Chris asked Severn to discuss the 2018 potential training and Board Meeting dates. Severn went through the 2018 calendar and suggested dates for the two Recertification and the three Basics class trainings in addition to the Board meeting dates. The Board decided that the July Board Meeting was too difficult to attend so it was dropped. The 2018 Calendar will be available as soon as all the course contents and instructors have been assigned. Locations for the meetings and trainings have been assigned and the January recertification and March Basics class have been set with course content and instructors as of October 31, 2017. Wes stated that he would create a nice calendar of LIA trainings and provide each distributor in the state with copies.

Chris asked Severn about a possible credit card breach. Severn stated that he received a letter from the Holiday Inn owners stating that a hack had been committed over a several month period during which time Severn stayed there for several nights. Severn has seen no illegal activity on his credit card statements and he felt that no harm had been realized. He wanted the Board to be aware of it.

Chris asked Severn to discuss the 9<sup>th</sup>, 10<sup>th</sup>, & 11<sup>th</sup> Administrative Assistant Duties performed by himself. Severn handed out two copies of each and asked the Board to review them. Severn further stated that he always sent a copy of each to the President for his approval before he cut any checks. Chris asked for a motion to accept the invoices. Brooke Inzerella moved, seconded by Ardis Tooke, to accept the invoices. Motion carried.

Chris asked the Board if anyone had any last minute agenda items for the Annual Meeting. There were none.

Chris asked Mike Goree for a Strategic Plan update. Mike said that he had no report and he didn't feel that he was the one to proceed with it. Dr. Davis indicated that she would try to create a draft of a strategic plan and perhaps we could write grants for persons to create courses and/or teach LIA classes.

Chris asked Wes to provide an update on the Electronic Renewals & Newsletter Committee. Wes reported that he dropped the ball and had not done anything with the committee.

There being no more business, Ardis Tooke moved, seconded by Brooke Inzerella to adjourn the meeting. Motion passed and the meeting concluded at 7:40 P.M.