

**Recreation District #1 of St. Tammany Parish  
Board of Commissioners' Meeting Minutes  
December 13, 2023 at 6:30pm  
Castine Center Conference Rooms**

**Board present:** Nixon Adams, Chairman  
Rick Danielson, Commissioner  
deShea Richardson, Commissioner  
Shearn Lemoine, Commissioner

*Note: Four (4) of the seven (7) Board Members were present. Thus, a quorum, a minimum of four (4) were present for voting and approval purposes.*

**Board absent:** John Neill, Commissioner  
William "Bill" Matthews Jr., Commissioner

**Vacancy:** One (1)

**Staff present:** Kia Knight, Asst. Director  
Doug McLemore, Asst. Director  
Scott Goodwill, Finance Director  
Marie Dupre, Records Information Manager

**Staff absent:** Jenny Dexter, Executive Director  
Louisette Scott, Park Planner

**Call to Order:**

The meeting was called to order by Chairman N. Adams at 6:34 PM, in the Castine Center Conference Rooms, 63350 Pelican Drive, Mandeville, LA 70448.

**Roll Call:**

K. Knight called the roll. Four of the seven Board Members were present.

**Welcome Visitors:**

None present

**Open agenda to proposed new items:**

N. Adams requested the Board to announce any new items to be added to the agenda.

**Approval of the Previous Month's Board Meeting and Special Committee Minutes:** (attachments)

- Board of Commissioner Meeting – November 15, 2023 (vote)
- Board of Commissioner Public Budget Hearing – November 29, 2023 (vote)
- Board of Commissioner Special Meeting (Insurance) – November 29, 2023 (vote)

Motion by: R. Danielson to accept the meeting minutes from the Regular Monthly Board meeting held on November, 2023, the Public Budget Hearing meeting held on November 29, 2023, and the Special Committee (Insurance) meeting held on November 29, 2023.

Second by: N. Adams, Vote: 4:0 in favor.

**Financials:**

N. Adams presented a brief explanation of the financial report provided by S. Goodwill. (Attachment).

S. Lemoine reviewed the credit card statement for November 2023.

Motion by: R. Danielson to accept the financials as presented.

Second by: d. Richardson, Vote: 4:0 in favor

**Division Reports / Updates:**

**Parks** – presented by D. McLemore (attachment)

**Recreation** – (attachment)

**Castine Center** – presented by K. Knight (attachment)

**Master Plan** – (attachment)

**Old Business:**

**2024 Organization Chart** (vote)

R. Danielson requested the Organization Chart structure be revised to include a dotted line from the HR Manager to the Executive Director; replacing the current solid line.

Motion by: d. Richardson to accept the changes as R. Danielson requested, as well as to table the vote to accept the new Organization Chart to a future meeting.

Second by: S. Lemoine, Vote: 4:0 in favor.

**Personnel Policies** (update)

Executive Director will provide update in January Board Meeting.

Motion by: R. Danielson to table the vote to a future meeting.

Second by: d. Richardson, Vote: 4:0 in favor.

**Public Comment:**

None

**Meeting Adjourn:**

Motion by: S. Lemoine to adjourn the December 13, 2023, Board Meeting at 6:50 PM.

Second by: d. Richardson, Vote: 4:0 in favor