

**A MEETING OF THE FINANCE/INVESTMENT COMMITTEE
OF THE LIVING WELL FOUNDATION
ON THURSDAY, OCTOBER 25, 2018, AT 7:30 A.M.
AT THE LIVING WELL FOUNDATION OFFICE,
3711 CYPRESS STREET, SUITE 2
WEST MONROE, LOUISIANA 71291**

MINUTES

Members Present:

A. Whitfield “Whitty” Hood, Jr. ,Vice Chair
Jim Allbritton
Dave N. Norris, Jr.
Dr. John Shepard

Staff Present:

Alice M. Proffit, President/CEO
Janet Rutledge, Executive Assistant,
Secretary/Treasurer

Members Absent:

Courtney Hornsby

Others Present:

none

Whitty Hood called the meeting to order, and the presence of a quorum was verified.

Minutes – The minutes from the July 19, 2018, meeting were reviewed. It was noted that Dr. John Shepard was not listed as an attending member. There being no other changes, upon motion by Dr. John Shepard, and seconded by Jim Allbritton, and contingent upon the correction so noted, the minutes were unanimously approved (4-0).

September 2018 Financial Statements – The September 2018 financial statements, with the Argent statement, the bond worksheet, and the cash basis worksheet, were presented. A deficit was noted in the change in assets for the month and year-to-date due to increased unrealized losses. After discussion, upon motion by Dave N. Norris, Jr., seconded by Jim Allbritton, the September 2018 financial statements were unanimously approved (4-0). This item will be presented to the Board of Directors and thereafter to the HSD # 1 Board of Commissioners for their quarterly review.

Fall 2018 Grant Cycle Budget – A review of the 2018 total Grants and Initiatives budget was then provided, as well as a review of the year-to-date actual to budget comparison. It was noted that \$200,000 was included for grant awards for the Fall 2018 Grant Cycle, and that no funding is requested for the School-Based Health Center Initiative, which is also budgeted at \$200,000. As the total amount requested during the current active grant cycle is \$861,272, after further reviews, recommendation was made to increase the 2018 Grants Awarded budget to \$425,000. Upon motion by Dr. John Shepard, seconded by Dr. Dave N. Norris, Jr., the recommendation was unanimously approved (4-0).

Revised 1st Amendment to the 2018 Budget – A review of the previously approved 1st Amendment to the 2018 Budget was given. Due to the need to revise that amendment, and as it had not been implemented or further approved, the revision to the 1st amendment was presented to include a revision in the Net Unrealized Losses from \$1,000,000 to \$500,000 based on current financials, and to include the increase in the Grants Awarded budget. It was also noted that the “salaries and fringe” line item had been detailed by position and expense. Recommendation was made to approve the Revised 1st Amendment to the 2018 Budget as presented. Upon motion by Jim Allbritton, seconded by Dr. John Shepard, the recommendation was unanimously approved (4-0). This item will be presented to the Board, and thereafter to the HSD #1 Board of Commissioners.

Argent Trust Company Contract – A Second Amended Fee Schedule to the March 2014 contract between Argent Trust Company and the Living Well Foundation was presented to amend the fee structure, as Argent had informed the Foundation that they were no longer including the cash accounts in the fees assessment since June 2018 due to the large amount of cash being held. Recommendation was made to approve the Second Amended Fee Schedule, and upon motion by Dr. John Shepard, seconded by Dr. Dave N. Norris, Jr., the recommendation was unanimously approved (4-0). This item will be presented to the Board of Directors and thereafter to the HSD #1 Board of Commissioners.

Discussion was held on the presentation of new contracts by Argent Financial Group to change the investment management from Argent Trust Company to Argent Advisors, Inc., due to the change of domicile of Argent Trust Company to Tennessee and recent revisions to the LA R.S. 33:2955 on requirements for domicile of trust offices when investing in certain municipal and corporate bonds. Based on reviews by the Vice Chair of Finance/Investment Committee, the President/CEO, and the attorney, and as the new contract would require due diligence similar to an RFP process, it was reported that the attorney had sent an opinion letter to the investment manager indicating that the Foundation would maintain its existing contract with Argent Trust Company at this time as it was not out of compliance if not investing in those certain bonds. Discussion was then held on whether the exclusion of those options would limit the investment opportunities for the Foundation. It was also discussed as to whether an RFP process would be warranted soon, and including Argent Advisors, Inc. After further discussion, it was recommended that the Foundation perform further due diligence on Argent Advisors, Inc., at this time to further investigate the entity, and that meetings with Lucius McGehee, Jr., investment agent, could assist in the process. Upon motion by Dr. Dave N. Norris, Jr., seconded by Dr. John Shepard, the recommendation was unanimously approved (4-0).

Other Comments or Discussion - There being no other activities, and no Committee members or members of the public wished to make any further comments, upon motion duly made and seconded, the meeting was adjourned.

Vice Chair

Secretary