

**A MEETING OF THE NOMINEE RECOMMENDATIONS COMMITTEE  
OF THE LIVING WELL FOUNDATION  
ON WEDNESDAY, JULY 11, 2019, AT 8:00 A.M.  
AT THE FOUNDATION OFFICE,  
3711 CYPRESS STREET, SUITE 2,  
WEST MONROE, LOUISIANA 71291**

**MINUTES**

***Members Present:***

Jim Allbritton  
Lori Allen  
Bishop Don Banks  
Courtney Hornsby

***Staff Present:***

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

***Members Absent:***

Dr. Ed McGuire

***Others Present:***

none

The meeting was called to order, and the presence of a quorum was verified. Upon motion by Bishop Banks, seconded by Mrs. Allen, Courtney Hornsby was unanimously (4-0) elected Chair for this meeting.

**Minutes** – The minutes from the July 12, 2018, meeting were reviewed. There being no changes, upon motion by Bishop Banks, seconded by Mr. Allbritton, the minutes were unanimously approved (4-0).

**Board Director Terms and Appointments** – The current terms of service for Board Directors were then reviewed. Three HSD appointees were determined to be eligible for further terms. A. Whitfield Hood, Jr., will complete his second countable term December 31, 2019, Dave N. Norris, Jr., will complete his first countable term December 31, 2019, and Dr. Robert G. Huffstutter, appointed to fill the remainder of Jimmy Snow’s second countable term, will complete that partial term December 31, 2019. It was further noted that Ken Phillips, the District B OPPJ appointee, will complete his first countable term December 31, 2019.

**HSD Appointees** – A. Whitfield “Whitty” Hood, Jr., an HSD appointee, was recommended for nomination to serve his third and final countable term beginning January 1, 2020, through December 31, 2022. Upon motion by Mr. Allbritton, seconded by Bishop Banks, the recommendation was unanimously approved (4-0).

Dave N. Norris, Jr., an HSD appointee, was recommended for nomination to serve his second countable term beginning January 1, 2020, through December 31, 2022. Upon motion by Bishop Banks, seconded by Mr. Allbritton, the recommendation was unanimously approved (4-0).

Dr. G. Robert Huffstutter, an HSD appointee, was recommended for nomination to serve his first countable term beginning January 1, 2020, through December 31, 2022. Upon motion by Mrs. Hornsby, seconded by Mrs. Allen, the recommendation was unanimously approved (4-0).

The previous three items will be presented to the Board of Directors and thereafter to the HSD #1 Board of Commissioners.

**OPPJ Appointee** – As an update, it was reported that the OPPJ will consider Ken Phillips for appointment to a second countable term beginning January 1, 2020, through December 31, 2022.

**2020 Board Officers** – Discussion was then held regarding the selection of Board Officers for 2020. The following slate of officers was recommended for nomination.

Board Chair - Courtney Hornsby  
Vice Chair, Finance/Investment Committee - Dr. Dave N. Norris, Jr.  
Vice Chair, Programs/Grant Review Committee - Ken Phillips  
Vice Chair, Planning/Operations Committee - Dr. Ed McGuire

Upon motion by Mr. Allbritton, seconded by Mrs. Allen, the recommendation for nomination of the Board Officers for 2020 was unanimously approved (4-0). This item will be presented to the Board of Directors and thereafter to the HSD #1 Board of Commissioners.

**2020 Board Committees** – The committees and Board members were then reviewed. The following list of candidates for committees was then recommended for nomination:

- **Executive Committee**
  - Courtney Hornsby – Chair
  - Dr. Dave N. Norris, Jr. – Vice Chair, Finance/Investment Committee
  - Ken Phillips – Vice Chair, Programs/Grant Review Committee
  - Dr. Ed McGuire – Vice Chair, Planning/Operations Committee
  - A. Whitfield Hood, Jr. – Board Appointee
  
- **Finance/Investment Committee**
  - Dr. Dave N. Norris, Jr. – Vice Chair
  - Jim Allbritton
  - Lori Allen
  - A. Whitfield Hood, Jr.
  - Major Jason Pleasant
  
- **Programs/Grant Review Committee**
  - Ken Phillips – Vice Chair
  - Dr. Jacquelyn Carter
  - Alberta Green
  - Courtney Hornsby
  - Dr. Robert Huffstutter
  
- **Planning/Operations Committee** *(to be convened upon Board need)*
  - Dr. Ed McGuire, Vice Chair
  
- **Audit Committee\***
  - Jim Allbritton
  - Lori Allen
  - A. Whitfield Hood, Jr.
  
- **Nominee Recommendation Committee\***
  - Major Jason Pleasant
  - Dr. Robert Huffstutter
  - Bishop Don Banks
  - Courtney Hornsby
  - Dr. Ed McGuire

\* *Chair to be elected at first meeting*

Upon motion by Mrs. Allen seconded by Mr. Allbritton, the recommendation for nomination of the 2020 committees was unanimously approved (4-0). This item will be presented to the Board of Directors and thereafter to the HSD #1 Board of Commissioners.

It was noted that, in accordance with the By-Laws, advisors may be requested by the Board for special projects. Discussion was held regarding strategic goals, initiatives, grant-making, and current activities, and it was determined there are three long-term leaders with the Foundation who can continue to offer insights into these areas at times. A recommendation was made to designate Dave N. Norris, Sr., former mayor of the city of West Monroe and involved in the formation of the Foundation, as a continued advisor to the Board. Upon motion by Bishop Banks, seconded by Mr. Allbritton, the recommendation was unanimously approved (4-0). A recommendation was made to designate Julian Johnston, retired CPA and previous Foundation Director, as a continued advisor to the Board. Upon motion by Mr. Allbritton, seconded by Mrs. Allen, the recommendation was unanimously approved (4-0). A recommendation was also made to designate Dr. Florencetta Gibson, a nursing and counseling professional and granting specialist, to continue as an advisor to the Board. Upon motion by Mrs. Allen, seconded by Bishop Banks, the recommendation was unanimously approved (4-0). These items will be presented to the Board of Directors and thereafter to the HSD #1 Board of Commissioners.

**2020 Employees and Corporate Officers** – A recommendation was made that Alice M. Proffit continue as President/CEO, and a Corporate Officer, for 2020. Upon motion by Bishop Banks, seconded by Mr. Allbritton, the recommendation was unanimously approved (4-0). A recommendation was made that Janet M. Rutledge continue as Executive Assistant, Secretary/Treasurer, and a Corporate Officer, for 2020. Upon motion by Mrs. Allen, seconded by Bishop Banks, the recommendation was unanimously approved (4-0).

As previously approved by the LWF Board and the HSD #1 Board of Commissioners, the new staff position of Financial Assistant will be filled by Sherry G. Miller as of July 22, 2019. A recommendation was made that Sherry Miller fill the employee position of Financial Assistant for 2020 upon successful completion of her 90-day probationary review as well as the 6-month review as required by HSD. Upon motion by Bishop Banks, seconded by Mrs. Allen, the recommendation was unanimously approved (4-0). All of these items will be presented to the Board of Directors and thereafter to the HSD #1 Board of Commissioners.

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.

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Chair

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Secretary