

**A MEETING OF THE EXECUTIVE COMMITTEE
OF THE LIVING WELL FOUNDATION
ON THURSDAY, JUNE 6, 2024, AT 7:30 A.M.
AT WMWO CHAMBER OF COMMERCE
112 PROFESSIONAL DRIVE
WEST MONROE, LOUISIANA 71291**

MINUTES

Members Present:

Jim Allbritton, Board Chair
Todd Burgess
Michelle Getret-Ford
Dr. Bob Huffstutter
Ken Phillips

Staff Present:

Alice M. Prophit, President/CEO
Monica Turner, Executive Assistant,
Secretary/Treasurer

Members Absent:

None

Others Present:

Doug Caldwell, Foundation Attorney

Mr. Allbritton called the meeting to order, and the presence of a quorum was verified.

Minutes – The minutes from the March 7, 2024, meeting were reviewed. There being no changes, upon motion by Mr. Phillips, seconded by Mr. Burgess, the minutes were unanimously approved by all members then present (4-0).

Mrs. Getret-Ford entered the meeting at this time.

April 2024 Financial Statements – The April 2024 financial statements, with the Argent statement and the bond and cash worksheets, were presented. Revenues continue to increase based on higher interest rates for reinvested maturities, and all expenses are in line and within budget. Discussion was held on certain grant projects and the return of unused funds. Net asset valuation remains well above the restricted principal, with no deficits noted. After review, upon motion by Mr. Phillips, seconded by Mrs. Getret-Ford, the financial statements were unanimously approved (5-0).

2023 Annual Report – A draft of the Annual Report for 2023 was presented. After review, recommendation was made to accept the report contingent upon final review by the Vice Chair of Planning/Operations and the Foundation attorney with the President/CEO. Upon motion by Mr. Burgess, seconded by Dr. Huffstutter, the recommendation was unanimously approved (5-0). After final review, this item will be presented to HSD #1 Board of Commissioners.

Items Considered from the Audit Committee:

2023 Audit Report – Discussion was held on the 2023 audit report, as previously reviewed and accepted by the Audit Committee. It was reported that there were no findings, no deficiencies, and no non-compliance items in the audit, with a clean, unmodified opinion.

It was reported that the audit report has been filed by the auditor to the Louisiana Legislative Auditor, with confirmation of receipt dated June 2, 2024, and final approval by that office is pending.

It was also relayed that the auditor offered compliments regarding the overall fiscal management and detailed work of the Foundation. After discussion, upon motion by Dr. Huffstutter, seconded by Mr. Phillips, the 2023 Audit Report was unanimously accepted as presented (5-0). This item will be presented to HSD #1 Board of Commissioners.

2023 Form 990 Tax Return – The tax return for 2023 was then presented, as previously reviewed and accepted by the Audit Committee. It was noted that the Form 990 tax return had been e-filed prior to the May 15th filing date. Upon motion by Mr. Burgess, seconded by Mr. Phillips, the 2023 Form 990 as filed was unanimously accepted (5-0). This item will be presented to HSD #1 Board of Commissioners.

As further information, it was reported that the annual report and the Form 990 would be posted to the Foundation website soon, and that the audit report would be posted to the website upon final approval by the LA Legislative Auditor.

2023 Compliance Certificate – The 2023 compliance certificate was presented, with a review of items related to the year’s activities and the governance. Minor revisions were noted, and recommendation was made to approve the certificate upon final review by the Foundation attorney, and signatures thereafter by the Board Chair and the President/CEO. Upon motion by Mr. Phillips, seconded by Mr. Burgess, the recommendation was unanimously approved (5-0). This item will be presented to HSD #1 Board of Commissioners.

Update on 2024 Grant Cycle – An update was given on the status of applications and certain statistics related to the cycle to date. All applications are now being reviewed by the external evaluator, and the Programs/Grant Review Committee will be meeting on July 25, 2024. No action was necessary on this item at this time.

President/CEO Report – No further report at this time.

Board Chair Report – No further report at this time.

Other Comments – The status of Glenwood Regional Medical Center was questioned, with no further knowledge reported of any activities beyond what has been previously reported to the general public.

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.

Chair

Secretary