

**A MEETING OF THE AUDIT COMMITTEE  
OF THE LIVING WELL FOUNDATION  
ON WEDNESDAY, MAY 21, 2025, AT 8:00 A.M.  
AT THE FOUNDATION OFFICE, 3711 CYPRESS STREET, SUITE 1,  
WEST MONROE, LOUISIANA 71291**

**MINUTES**

***Members Present:***

Jim Allbritton  
Todd Burgess  
Leah Martin

***Staff Present:***

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

***Others Present:***

Lori Woodard, Woodard & Associates, APAC

The meeting was called to order, and the presence of a quorum was verified, followed by invocation from Mr. Allbritton. Lori Woodard from Woodard & Associates, APAC, was welcomed to the meeting.

**Audit Committee Chair** – Upon motion by Mr. Burgess, seconded by Mr. Allbritton, the nomination of Mrs. Martin as Audit Committee Chair for 2025 was unanimously approved (3-0).

**Minutes** – The minutes from the May 23, 2024, meeting were reviewed. With no changes to the minutes, upon motion by Mr. Allbritton, seconded by Mrs. Martin, the minutes were unanimously approved (3-0).

**2024 Audit Report** – Mrs. Woodard reviewed the government auditing standards and presented the report, noting that the audit had a clean unmodified opinion, with no findings, no material weaknesses, and no exceptions. Mrs. Woodard was complimentary to the Foundation for the overall fiscal management and audit. It was noted that, until the LA Legislative Auditor accepts the audit as complete, no publication or issuance of the audit is allowed. Recommendation was made to accept the 2024 audit, and upon motion by Mr. Burgess, seconded by Mr. Allbritton, the recommendation was unanimously approved (3-0). This item will be presented to the Executive Committee, and thereafter to the HSD #1 Board of Commissioners.

**2024 Form 990 Tax Report** – Mrs. Woodard then presented the Form 990 tax return, noting certain areas regarding increased revenues compared to last year and current grant listings. The e-file form was then signed for the report to be submitted. Recommendation was made to accept the 2024 Form 990, and upon motion by Mrs. Martin, seconded by Mr. Burgess, the recommendation was unanimously approved (3-0). This item will be presented to the Executive Committee, and thereafter to the HSD #1 Board of Commissioners.

**Other Comments by Committee Members** – An update was provided on certain financial areas related to the revised investment management policy and new contract, with additional note that the 2025 audit will include references and reviews of those as part of the process. No action was necessary on this item.

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