

**A MEETING OF THE EXECUTIVE COMMITTEE  
OF THE LIVING WELL FOUNDATION  
ON WEDNESDAY, JUNE 4, 2025, AT 7:30 A.M.  
AT THE FOUNDATION OFFICE,  
3711 CYPRESS STREET, SUITE 1, WEST MONROE, LA 71291**

**MINUTES**

***Members Present:***

Todd Burgess  
Michelle Getret-Ford  
Dr. Bob Huffstutter  
Chris Pittard

***Staff Present:***

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

***Members Absent:***

Jim Allbritton

***Others Present:***

Doug Caldwell, Foundation Attorney

Mr. Burgess called the meeting to order in the absence of the Board Chair, and the presence of a quorum was verified. The invocation was given by Mr. Pittard.

**Minutes** – The minutes from the March 5, 2025, meeting were reviewed. There being no changes, upon motion by Dr. Huffstutter, seconded by Mr. Pittard, the minutes were unanimously approved by all members then present (3-0).

**April 2025 Financial Statements** – The April 2025 financial statements, with the Argent statement and the bond and cash worksheets, were presented. Net asset value has reached an all-time high based on earnings and unrealized gains, while expenses are below budget, with no deficits noted. It was noted that maturing notes and bonds are being held in the Federated US Treasury money market, with yield currently above 4%, at Argent in preparation for reinvestment upon the move to Regions Bank. After review, upon motion by Mr. Pittard, seconded by Dr. Huffstutter, the financial statements were unanimously approved by all members then present (3-0).

**Investment Management Contract** - The Regions contract for investment management has been reviewed by all parties, with the latest revisions to noted items as discussed with the Regions representatives and the Foundation attorney and President/CEO. The Foundation is waiting on the final contract with all exhibits incorporated for one last review and signature. No further action was necessary on this item at this time.

**Items Considered from the Audit Committee:**

**2024 Audit Report** – An update was given on the 2024 audit report, as previously reviewed and accepted by the Audit Committee, showing no findings, no deficiencies, and no non-compliance items, with a clean, unmodified opinion. The filing status of the 2024 audit report was updated, with receipt noted but acceptance pending from the LA Legislative Auditor. The audit report will be posted on the Foundation website upon final approval from the LA Legislative Auditor. No further action was necessary. This item will be presented to the HSD #1 Board of Commissioners.

**2024 Form 990 Tax Report** – The tax report for 2024 was then presented, as previously reviewed and accepted by the Audit Committee. It was noted that the report had been e-filed with notification of receipt by the IRS on May 21, 2025, and will be posted on the Foundation website. No further action was necessary. This item will now be presented to the HSD #1 Board of Commissioners.

**2024 Compliance Certificate** – The 2024 compliance certificate was presented, with a review of items related to the year's activities and governance. It was noted that the Foundation attorney had also reviewed the information. Recommendation was made to approve the 2024 Compliance Certificate as presented, and upon motion by Mr. Pittard, seconded by Mrs. Getret-Ford, the recommendation was unanimously approved (4-0). This item will be presented to the HSD #1 Board of Commissioners.

**Update on 2025 Grant Cycle** – An update was provided on activities related to the new grant cycle, including a partially funded grant that was declined by the first-time recipient due to their inability to match funds for successful implementation of the project in their opinion. It was noted that several discussions had occurred related to options, and further follow-up will occur for clarity and intent in the future. A review of current grants was also held. No further action was necessary on this item.

**Sponsorship Opportunity** – An opportunity for sponsorship was considered, within the conditions established by the Foundation Board of Directors for sponsor participation. A request from Broaden Horizons was presented, including their plans for an event for healthy movement, overall wellness, and mental health by offering a community-wide pickleball tournament at the new West Monroe Sports Complex in July 2025. A review of their status, qualifications, past work, and community impact was held. Sponsor levels were discussed, with recommendation that the Foundation participate as the title sponsor at \$2,500.00 for this event as requested. It was noted that the approved sponsorship budget for 2025 up to \$5,000 in total would accommodate this request. Upon motion by Dr. Huffstutter, seconded by Mr. Pittard, the recommendation was unanimously approved (4-0).


**Social Media Presence** – A discussion was held on the benefits of a social media platform for the Foundation to increase awareness and to highlight the service area impact, especially considering META activities, state and national funder interests, and grant activities. A preliminary proposal from a vendor was discussed, with recommendation to further investigate options and clarify the Foundation's needs, with an update or focused proposal for the August 2025 Board meeting. Upon motion by Mr. Pittard, seconded by Dr. Huffstutter, the recommendation was unanimously approved (4-0).

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

**Board Chair Report** – No further report at this time.

**Other Comments** – None at this time.

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