

**ST. MARY PARISH RECREATION DISTRICT #3  
BAYOU VISTA COMMUNITY CENTER  
1333 BELLVIEW STREET  
P.O. BOX 635  
PATTERSON, LA 70392  
985-395-6552**

The Board of Commissioners of the St. Mary Parish Recreation District #3 met in regular session on Monday, February 24, 2025, at 5:30 p.m. in the meeting room at the Bayou Vista Community Center.

Members Present: Brian Head – Chairman, Lane Boudreaux – Vice Chairman, Calvin Johnson, Rachel Kidder  
Members Absent: Dr. Jeffery Fitter, Eddie Gay, Javon Charles  
Employees of the District Present: Angie Guillotte – Office Manager, Kim Willoughby – Activities Director, Mark Richard – Facilities Manager  
Secretary: Tyler Lambert  
Guests: Price – David Hill and Gwen Hidalgo - St. Mary Parish Council

Mr. Head called the meeting to order at 5:30 p.m. Everyone present stood for the pledge of allegiance.

Board members reviewed the minutes of the January meeting. Mrs. Kidder motioned to accept the minutes as written. Mr. Johnson made a second to the motion. All were in favor and the motion carried.

Board members reviewed the accounts payable report and the monthly budget comparison report. Mr. Johnson made a motion to accept the report as is and pay the bills. Mr. Boudreaux made a second to the motion. All were in favor and the motion carried.

Mrs. Guillotte presented the Community Center report and updated the board on the rental activity for the month of February.

Mark Richard, gave the manager/maintenance report. He updated the board on the maintenance work being done by district employees at all district properties.

In old business, the board discussed the updates to the policies and procedures. Mrs. Kidder motioned to accept the revisions as presented which includes a change in title for Mark Richard. His position will now be referred to as Operations Manager rather than Facilities Manager. A final copy of the manual will be sent to all board members for approval at a later date.

Moving to new business, the board conducted a 90-Day review on Activities Director, Kim Willoughby. After discussion, a motion to give her a \$2.50/hour raise was made by Mr. Johnson with a second from Mr. Boudreaux. This will go into effect on the next payroll. All were in favor and the motion carried.

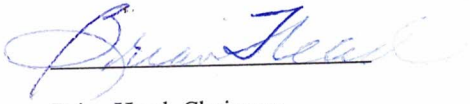
Per Mr. Head's request, a motion was made by Mrs. Kidder to table the commercial insurance renewal until the March meeting so the board could obtain additional quotes. A second to the motion was made by Mr. Johnson. All were in favor and the motion carried.

Mrs. Willoughby presented the board with Immanuel Christian School's request for the use of the gym for its volleyball season. After much discussion, a motion was made by Mrs. Kidder to set the rental fee at \$820.00 which would include the rental of the gym, the rental and use of the net system, and floor tape. A second to the motion was made by Mr. Johnson. All were in favor and the motion carried.

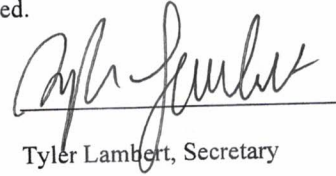
Mr. Johnson made a motion to table the agenda item of purchasing a fun jump pending a review of the current insurance policy. A second to the motion was made by Mr. Boudreaux. All were in favor and the motion carried.

The board discussed the upcoming Spring Market that will be held in the gym from 9:00 - 1:00 on 3/22/25. A motion was made by Mrs. Kidder to set the booth rental at \$25.00 for a 10x10 booth space with set up beginning at 8:00. A second to the motion was made by Mr. Boudreaux. All were in favor and the motion carried.

With no further business to discuss, a motion to adjourn was made by Mrs. Kidder. A second was made by Mr. Boudreaux. All were in favor. The motion carried and the meeting was adjourned.



Brian Head, Chairman



Tyler Lambert, Secretary