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, October 27, 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 Dr. Jeffery Fitter, Calvin Johnson, Eddie Gay, Rachel Kidder, Cody Fontenot
Employees of the District Present: Angie Guillotte – Office Manager, Lori Marcantonio – Interim Activities Director
Employees of the District Absent: Kim Willoughby – Activities Director
Secretary: Tyler Lambert
Guests: Jason Watson – Patterson State Bank

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

The board reviewed the minutes of the September meeting. Mr. Johnson motioned to accept the minutes as written. Dr. Fitter 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. Mrs. Kidder made a motion to accept the report as is and pay the bills. Mr. Gay made a second to the motion. All were in favor and the motion carried.

Office Manager, Angie Guillotte gave the community center report. She updated the board on rental activities and the day-to-day operations of the community center.

Operations Manager, 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, Operations Manager Mark Richard presented the board with an update on the lights in the gym. The board discussed the next course of action. No motion was brought to the floor.

Moving to new business, the board voted to adopt the closing documents and resolution from Hardy Matthews as follows:

Yeas:
- Dr. Fitter
- Mr. Fontenot
- Mr. Boudreaux
- Mr. Johnson
- Mr. Gay
- Mrs. Kidder
- Mr. Head

All board members were sent an updated copy of the written policies and procedures to review prior to the meeting. There were no revisions from board members to consider. A motion to accept the written policies and procedures as presented was made by Mr. Boudreaux. A second was made by Mr. Fontenot. All were in favor and the motion carried.

The board discussed a merit raise for David Scully. A motion was made by Dr. Fitter to increase the David Scully to $13.24/hour effective immediately. A second was made by Mr. Gay. All were in favor and the motion carried.

Mr. Head outlined the information contained in the engagement letter received from Kolder, Slaven & Company, CPAs. A motion to engage Kolder, Slaven & Company was made by Mrs. Kidder with a second from Mr. Gay. All were in favor and the motion carried.

Mr. Head presented the board with an update on Activities Director, Kim Willoughby. It was stated that she was placed on Family Medical Leave on July 26, 2025. This was set to expire on October 13, 2025. The board formally reached out to Mrs. Willoughby by letter dated October 15, 2025, for an update. This letter outlined that if the board did not receive proper paperwork or correspondence by October 26, 2025, it would be considered a voluntary resignation. The board has not heard from Ms. Willoughby, and a motion was made by Mr. Gay to accept this voluntary resignation. A second to the motion was made by Mr. Boudreaux. All were in favor and the motion carried.

With the voluntary resignation of Activities Director, Kim Willoughby, Mr. Head offered the position to Interim Activities Director, Lori Marcantonio, to which she accepted. Mrs. Kidder motioned to set her pay to $13/hour, subject to a 90-day evaluation. Mr. Fontenot made a second to the motion. All were in favor and the motion carried.

The board discussed hiring Pam Duplantis as a part-time employee for her work related to line dance classes at the community center. Mrs. Kidder motioned to set Pam Duplantis's pay to $11.50 which would start her on step 3 of the gym supervisor pay scale. Mr. Gay made a second to the motion. All were in favor and the motion carried.

The board discussed Brenan O'Brien's 90-day review. After discussion, Dr. Fitter motioned to increase his hourly rate from $13 to $16, effective immediately. Mr. Johnson made a second to the motion. All were in favor, and the motion carried.

Mr. Head presented the board with Mrs. Kidder's letter of resignation. Mrs. Kidder is moving outside of the district, which would no longer allow her to serve on the board. She will retain her seat on the board until a replacement is appointed.

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

Brian L Head

Brian Head, Chairman

Tyler Lambert, Secretary