

**St. Martin Parish
Council on Aging, Inc.**

Date Posted: September 15, 2025

NOTICE IS HEREBY GIVEN that an Annual Meeting of the General Membership of the St. Martin Parish Council on Aging, Inc. of St. Martin Parish, State of Louisiana, has been ordered and called on Wednesday, September 17, 2025, at 9:00 a.m. at the Sydnie Mae Durand Activity Center, 391 Cannery Road, Breaux Bridge, Louisiana, for the purpose to wit:

AGENDA

- 1. Call to Order**
Prayer
Pledge of Allegiance
- 2. Consider and/or Approve the resignation of Board member Jody Thibodeaux**
- 3. Consider and/or Approve the election of SMCOA Board Members**
- 4. Annual Report of Agency Services/Activities**
Shamyra Dural, Statistical Coordinator-Case Management
Amber Albert, Nutrition Coordinator-Meals
Stephanie Babineaux, Transportation Coordinator-Transit
Doris Alexander, Activities Coordinator-Senior Center
Bonnie Ridley, Payroll/Billing Clerk-Year-end Finances
- 5. Agency Overview**
Shanese L. Lewis, Executive Director
- 6. Annual Report of Agency Current Financial Status**
Shanese L. Lewis, Executive Director
- 7. Agency Response to Questions and/or Concerns**
- 8. Consider and/or Approve a Motion to Adjourn**



Shanese L. Lewis, Executive Director
St. Martin Parish Council on Aging

In accordance with the Americans with Disabilities Act (ADA), if you need special assistance, please contact Shanese L. Lewis at (337) 332-3063 and describe the assistance that is necessary.

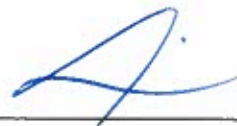
**St. Martin Parish
Council on Aging, Inc.**

Date Posted: September 15, 2025

NOTICE IS HEREBY GIVEN that a Regular Meeting of the Board of the St. Martin Parish Council on Aging, Inc. of St. Martin Parish, State of Louisiana, has been ordered and called on Wednesday, September 17, 2025, at 10:00 a.m. at the Sydnie Mae Durand Activity Center, 391 Cannery Road, Breaux Bridge, Louisiana, for the purpose to wit:

AGENDA

- 1. Call to Order
Prayer
Pledge of Allegiance**
- 2. Consider and/or Approve Board Officers**
- 3. Board Training Provided by GOEA & Shannon Broussard (Cajun AAA Director)**
- 4. Consider and/or Approve the minutes of the June 18, 2025, Regular Board meeting**
- 5. Consider and/or Approve the June 2025 Bank balances**
- 6. Consider and/or Approve the July 2025 Bank balances**
- 7. Consider and/or Approve the August 2025 Bank balances**
- 8. Consider and/or Approve the Purchase of one (1) Pre-owned Transit Vehicle**
- 9. Consider and/or Approve the SMCOA Succession Plan**
- 10. Consider and/or Approve the SMCOA ADA Compliance Certification Form**
- 11. Consider and/or Approve the SMCOA Disaster/Emergency Plan**
- 12. Consider and/or Approve the Executive Director Report**
- 13. Consider and/or Approve Admin Employee & Executive Director Salary Increases**
- 14. Consider and/or Approve the Executive Director Routine Travel Request
(09/18/2025-12/10/2025)**
- 15. Consider and/or Approve the Resolution for Bank Account Signatories**
- 16. Consider and/or Approve October 8, 2025, at 9:00am as a Special Meeting Date**
- 17. Consider and/or Approve December 10, 2025, at 9:00am as the next Regular Meeting Date**
- 18. Consider and/or Approve a Motion to Adjourn**



**Shanese L. Lewis, Executive Director
St. Martin Parish Council on Aging**

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"What you DO speaks so LOUD, I don't have to HEAR what you SAY (as quoted by Board member Steve Hebert)!"