



**St. Tammany Parish Development District  
Finance Committee Meeting MINUTES  
August 15, 2019**

Treasurer, Mike Gambrell called the meeting to order at 2:47 pm and noted a quorum present.

**Present:** Treasurer, Mike Gambrell; President, Bill Davis; Al Hamauei; Mike Tillman, Oscar Hernandez

**Staff:** Chris Masingill and Sharon DeLong

**Add Kate Moore as signatory on all bank accounts**

Chris Masingill noted the need for one additional signatory to the bank accounts noting, as CEO, his preference to have a board member and a member of senior staff to have check signing privileges. Mike Tillman, seconded by Al Hamauei, motioned to recommend to the Board that Kate Moore be added as a signatory on all bank accounts. All were in favor. Motion passed.

**Amend Credit Card Policy**

With the recent additions to staff, the need for additional room on the credit card was requested. Al Hamauei, seconded by Bill Davis, motioned to recommend to the Board to raise the credit limit of the Hancock Whitney credit card to an aggregate of \$15,000. Aggregate amounts are as follows: Chris Masingill \$7500; Kate Moore \$2500; Todd Whalley \$2500; and Ashley Llewellyn \$2500. All were in favor. Motion passed.

**2019 Budget Amendment**

A \$20,000 increase in income due to a typo was discovered. The consensus of the committee was to expense the additional funds to the contingency account. Mike Tillman, seconded by Oscar Hernandez, motioned to accept the budget amendment with the stated change. All were in favor. Motion passed.

**Remaining Meeting Dates:**

3 pm September 11<sup>th</sup>

3 pm October 10<sup>th</sup>

3pm November 14<sup>th</sup> @ 3 pm

With no further business, the meeting adjourned at 3:25pm.

Respectfully submitted by Sharon DeLong, Manager of Administration