PROPOSED MINUTES

LOUISIANA CLERKS OF COURT ASSOCIATION
BOARD OF DIRECTORS
APRIL 28, 2026, at 9:00 AM
BATON ROUGE, LA

The Louisiana Clerks of Court Association Board of Directors meeting was held on Tuesday, April 28th at 9:00 AM in Baton Rouge, LA.

President Jeff Skidmore called the meeting to order. Tifani Thomas gave the opening prayer followed by the Pledge of Allegiance led by Jason Harris.

Members Present:

President Jeff Skidmore
Randy Briggs, 1st Vice President
Annette Fontana, 2nd Vice President
Jason Harris, 3rd Vice President
Chelsey Richard Napoleon, Secretary
Jill Sessions, Treasurer
Brian Lestage, Historian
Louis Perret, Past President
Debbie Hudnall, Executive Director
Erin Hebert, 1st District Member
Kim Turlich-Vaughan, 2nd District Member
Diane M. Broussard, 3rd District Member
Mike Spence, 4th District Member
Tifani Thomas, 5th District Member
Connie Desselle, 6th District Member
Shelly Salter, 7th District Member
Andy Anders, Member-at-large

ABSENT:
Stuart Shaw
Bridget Hanna
Veronica Koclanes

Also Present: Rick Arceneaux, Cherie Lott, Susan Racca, Laura Blanchard, Laura Faul, Jeremy Williams, Steve Andrews, Felicia Feist, Stewart Hughes, Darren Lombard, Karan Corley, Stacey Hurst, Holli Vining, Sara Halphen, Chris Kershaw, Davis Silk and Olivia Hymel.

Approval of the Minutes
A motion to approve December 4, 2025, minutes was made by Connie Desselle and seconded by Kim Turlich-Vaughan. **MOTION CARRIED.**

Financial Reports
Treasurer Jill Sessions presented the Balance Sheet as of March 31, 2026:

Assets		**Liabilities and Capital**	
Total Current Assets	$910,746	Total Current Liabilities	$184,239
Total Property and Equipment	$7,340	Total Capital	$739,255
Total Other Assets	$5,408	Total Liabilities and Capital	$923,495
Total Assets	$923,495		

Treasurer Jill Sessions presented the Income Statement for the nine months ending March 31, 2026.

Current YTD Actual	
Total Revenue	$1,050,104
Total Expenses	$970,665
Net Income (Loss)	$79,439

A motion was made by Shelly Salter and seconded by Tifani Thomas to receive the financial reports for the Association. **MOTION CARRIED.**

Proposed Budget (on file in office)

Debbie Hudnall presented the proposed budget for the 2027 fiscal year. She presented the comparison of the 2026 budget to the Board to show the differences.

A motion was made by Louis Perret and seconded by Erin Hebert to accept the 2026-2027 proposed budget for the Association. **MOTION CARRIED.**

Audit Contracts

Chris Kershaw presented the proposed audit contract for the Louisiana Clerks of Court Association from Duplantier, Hrapman, Hogan & Mayer for the years ending 2026, 2027, and 2028 as the prior three-year contract ended June 30, 2025. The proposed contract would be at the price of $9,700 per year. Chris additionally presented the proposed audit contract for the Supplemental Board from Duplantier, Hrapman, Hogan & Mayer for the years ending 2026, 2027 and 2028. The proposed contract would be at the price of $5,300 per year.

A motion was made by Kim Turlich-Vaughan and seconded by Jill Sessions to accept the Audit proposals. **MOTION CARRIED.**

Board Reports

LCRAA

Chairman Rick Arceneaux gave the January 31, 2026, financial report from the February 10, 2026, LCRAA Board Meeting. He provided Total Assets of $7,545,350; Total Current Liabilities of $25,327; Net Loss of $(18,752); Total Net Position of $7,995,653; Total Liabilities and Net Position of $8,020,980. Total Revenues were $1,333,941; Total Direct Costs of $682,918; Grant Expenses of $396,678; Administrative Expenses of $273,099; leaving a Net Loss of $(18,754).

Rick gave an update on AI Indexing and the Technology Committee's recommendations for software enhancements for the portal. The total cost for these proposals would be $13,200. Rick also gave an update on i3. The cloud-based software should be rolling out in 12 months. Regarding the Grant Committee, he reported there are currently about $366,000 outstanding grants. They only received two new applications for this quarter for a total of $57,130. Rick told the Board the next meeting will be on May 26, 2026.

Retirement

Debbie Hudnall reported that in February the Retirement Fund hit over one billion dollars in total assets. She informed the Board that the retirement system is now almost 90% funded. She reported that the Retirement Board voted to decrease the employer contribution rate from 23% to 19% beginning July 1, 2026, which would be a huge savings to each clerk's office. Debbie also informed the Board that Chris Kershaw had presented the GASB 68 which shows the proportionate share of each parishes' retirement liability that their auditors would include in their audit reports. The GASB 68 report is posted on the Association website.

Supplemental Board

Debbie reported that at the conference the Association voted to increase the price to be paid per suit from $23.50 to $24.00 beginning July 1, 2026. The Cap for the larger parishes would be increased from $6,200 to $6,300, and Orleans Criminal would be increased from $1,450 to $1,500. She also reported that the Supplemental pay would increase from $2,700 to $2,750 for the month of July. Chris presented the supplemental financial statement as of March 31, 2026, showing a fund balance of $321,230.

LACCRMA

Brian Lestage reported LACCRMA has not met since the last board meeting. Brian Lestage reported the financials as of January 31, 2026. From the Balance Sheet the Total Assets of $2,920,187; Reserve for Unpaid Claims of $514,488; Total Liabilities of $514,488; Net Position of $2,173,386; Net Income of $232,313; Total Capital of $2,405,699; Total Liabilities and Capital of $2,920,187. From the Income Statement the Total Revenue of $605,603; Total Costs of Sales $283,235; Total Expenses of $90,054 and Net Income of $232,313. Chris Kershaw reported on the Policy Renewals and keeping premiums down. Debbie Hudnall reminded them to pay their premiums on time when they get their bills.

Committee Reports

Education Committee

Kim Turlich-Vaughan reported the 75th Institute is coming up August 25th- 28th in Lafayette. They have a Zoom meeting on Monday, May 4, 2026, to discuss topics of the Institute.

Scholarship Committee

Debbie Hudnall reported on behalf of Randy Deshotel. The scholarship committee met April 22nd via Zoom. They had 26 applicants for the year 2026 and the committee awarded $15,000. Randy Deshotel, Kim Turlich-Vaughan, Diane Meaux Broussard, David Stamey and Brian Lestage were all present. Debbie discussed the committee's process on awarding scholarships and reviewed those amounts. She reported letters have been mailed to recipients, checks have been sent out to the Clerks, and she encouraged the Clerks to present the checks to the recipients at their graduation ceremony. Debbie mentioned that she was told there was discussion of increasing associate member dues, this requires a by-laws amendment if they choose to do so.

Executive Director's Report

Debbie reported on the 2026 Conference and how successful it had been. She thanked Jill Sessions, her staff, and the conference committee that had worked so diligently to make it a success. Debbie reported there were 265 registrants and 35 vendors in attendance. The total income for the conference of $260,000 (of which $138,500 was sponsorships), total expenses of $200,239, and refunds of $1,450, leaving a net profit of $58,311. Debbie gave special recognition to Sarah Halphen for her tremendous job in making the conference such a huge success and for the hard work in the additional sponsorships she was able to obtain.

Legislation

Debbie Hudnall thanked the Clerks for reaching out to their Legislators because they had a great turn out at Legislative Day. Debbie gave an update of what bills they are tracking and where they stand in the process for this 2026 Legislative Session relative to Clerks of Court.

Financial Disclosure Reminder

Debbie Hudnall reminded the board that their Financial Disclosure report is due May 15, 2026.

ICJIS

Debbie Hudnall gave an update on the ICJIS project. After discussion, the Board instructed Debbie to temporarily pause further action.

eFiling

Debbie discussed issues throughout the state with efiling by the Eaton Group. She reported that she had asked a consultant, Michael Dunn to sit in on a few calls to offer his assistance. She said that all parties were working together to resolve the issue.

District Reports

District One

Erin Hebert stated her district has not met yet. She said this was her last meeting and thanked her district for supporting her. She said she Stewart Hughes has big plans and will do great.

District Two

Kim Turlich-Vaughan stated her district met at the Institute. She told Darren Lombard they will miss him and they appreciate everything he has done and wished him luck.

District Three

Diane Meaux Broussard stated that this is her last meeting and Susan Racca will be taking over. She enjoyed representing her district. She reported they did meet but not much was discussed.

District Four

Mike Spence stated that his district will meet after this meeting.

District Five

Tifani Thomas stated that her district did not meet, they will meet next month.

District Six

Connie Desselle stated they did meet. They discussed Primary Party and eFiling.

District Seven

Shelly Salter stated they did meet. They discussed office things, upcoming election, and issues with sitting judge.

District Eight
Bridget Hanna was not present. Jason Harris reported for her. They met at Institute. They discussed Primaries and will plan to meet again.

District Nine
Veronica Koclanes was not present.

Other Business

The next Board Meeting is Wednesday, July 8th, 2026, at 1:00 PM in Baton Rouge, LA. The Winter Meetings are December 1-3, 2026, in Natchitoches, LA.

Comments by Board Members

Randy Briggs thanked Jeff for his service. Darren Lombard thanked everyone for their encouragement, love, and being a second work family and he appreciated the friendships. Jeff Skidmore said this is his last meeting as President. He is so glad to see everyone's willingness for service and to see so many guests there being involved. He is very grateful and appreciative of everyone.

Adjournment

There being no further business, a motion was made by everyone to adjourn. **MOTION PASSED.**

MEETING ADJOURNED.

Respectfully Submitted,

Chelsey Richard Napoleon, Secretary

Approved:

Jeff Skidmore, President