



**SULPHUR PARKS AND RECREATION (SPAR)**  
**Special Called Board of Commissioners Meeting**  
**Held at the SPAR Recreation and Aquatic Center Multipurpose Room**  
**933 W Parish Road, Sulphur, Louisiana 70663**  
**Thursday, March 17, 2022, 6:30 pm**

The Board of Commissioners of Sulphur Parks and Recreation (SPAR) met at 6:30 pm on Thursday, March 17, 2022, in the multipurpose room at SPAR Recreation and Aquatic Center in Sulphur, Louisiana for a special called board meeting. The meeting was called to order and a roll call vote was taken. Board members present were David Devall, Mitch Bowers, Mike Boyette, and David Couvillon. Doug Como was absent.

The job description for the Executive Director position was reviewed. Changes made to the presented description included the modification of residency requirements to allow for the successful applicant to reside anywhere within a commute of 60 minutes; removal of the KSA section while relocating specific line items to the qualifications section; addition of language in reference to required background screening; addition of language to require residency requirement be established within 90 days (may be extended w/Board approval). Salary was discussed and set at 110k for starting rate preserving the right of board to offer a higher rate depending on qualifications and experience of candidate. Modifications to the job description were approved via roll call vote following on a motion by Mr. Couvillon, seconded by Mr. Boyette, and carried. The roll call votes cast were as follows:

- YEAS: David Devall, Mitch Bowers, Mike Boyette, David Couvillon
- NAYS: None
- ABSENT: Doug Como
- NOT VOTING: None

Action was taken to create an Administration Liaison Group comprised of two board members that will aid the administrative staff on SPAR business. The members appointed were Mr. Bowers and Mr. Boyette following a motion by Mr. Couvillon, seconded by Mr. Devall, and carried.

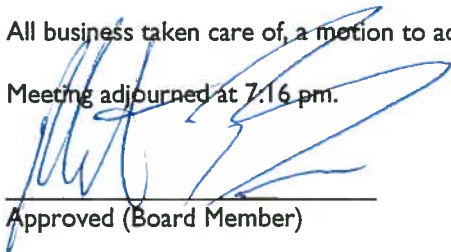
On a motion by Mr. Couvillon, seconded by Mr. Devall, and carried, the Administration Liaison Group was authorized to develop the advertisement, review resumes, schedule meetings, conduct preliminary interviews, and make recommendations to the full board for final interviews and selection to fill position of Executive Director.

A roll call vote was taken following a motion by Mr. Couvillon, seconded by Mr. Devall, and carried to appoint Laurie Koelzer, currently serving as Administration Manager, to the position of Interim Executive Director for an initial period of 6 months with that timeframe eligible for modification pending the selection process for the permanent appointment of the Executive Director. Mrs. Koelzer thanked the board for the honor and expressed her desire to do what was in the best interest of SPAR. The roll call votes cast were as follows:

- YEAS: David Devall, Mitch Bowers, Mike Boyette, David Couvillon
- NAYS: None
- ABSENT: Doug Como
- NOT VOTING: None

All business taken care of, a motion to adjourn was made by Mr. Couvillon, seconded by Mr. Boyette, and carried.

Meeting adjourned at 7:16 pm.

  
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Approved (Board Member)

  
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Attested