
Louisiana Housing Finance Agency



Budget & Finance

Rene Landry, CFO

April 11, 2007

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MEMORANDUM

To: Chairman Greg Gachassin
Commissioner Lisa Woodruff-White
Commissioner John N. Kennedy
Commissioner Larry J. Broussard

From: Rene Landry, CFO

Date: April 11, 2007
Re: Budget & Finance Committee Meeting

There will be a Budget & Finance Committee meeting prior to the Board Meeting on Wednesday, April 18, 2007, 9:30 a.m., Committee Room 1. The Committee will be discussing the Budget for fiscal year 2007/2008.

If you have any questions, please feel free to contact me.

RL/rm

April 11, 2007

BUDGET & FINANCE COMMITTEE MEETING

Notice is hereby given of a regular meeting of the LHFA Budget & Finance Committee to be held on Wednesday, April 18, 2007, 9:30 a.m., Committee Room 1, at the Louisiana Housing Finance Agency, located at 2415 Quail Drive, Baton Rouge, Louisiana by order of the Chairman.

PRELIMINARY AGENDA

1. Call to order
2. Approval of the minutes of the January 10, 2007 Budget & Finance Committee Meeting
3. Discussion of Budget for Fiscal Year 2007/2008
4. Other Business
5. Adjournment

Milton J. Bailey, President

If you require special services, please contact Lourie Brown at 225-763-8700 before April 16, 2007.

**Louisiana Housing Finance Agency
Budget & Finance Committee Minutes
Wednesday, January 10, 2007
2415 Quail Drive
Committee Room 1
Baton Rouge, Louisiana
9:00 a.m.**

Commissioners Present:

Chairman Greg Gachassin
Lisa Woodruff-White
Larry Broussard

Commissioners Absent:

Treasurer John Kennedy

Staff Present:

Rene Landry
Robyn Meschke

The regular meeting of the Louisiana Housing Finance Agency Budget & Finance Committee was called to order at approximately 9:19 a.m. on January 10, 2007, by Chairman Greg Gachassin.

Chairman Gachassin called for the approval of the minutes of the April 27, 2006 Finance Committee meeting.

Upon motion by Ms. Woodruff-White and second by Mr. Broussard, the minutes of the April 27, 2006 Finance Committee were unanimously approved.

Chairman Gachassin stated that the purpose of this meeting was to review procedures for the upcoming budget season and to discuss the current and projected budget variances.

Chairman Gachassin stated that the budget would be managed by Brent Manuel and he explained that the budget starts July 1st, and goes through June 30th. He then outlined the schedule of committee meetings as follows:

- February 14, 2007 before the board meeting
- February 28, 2007 two weeks after the February board meeting
- March 14, 2007 before the board meeting
- March 28, 2007 two weeks after the March board meeting
- April 11, 2007 before the board meeting

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Chairman Gachassin then stated that the budget for the fiscal year of 2007/2008 would be presented to the Board of Commissioners for their consideration and approval at the April 11, 2007 board meeting.

Chairman Gachassin then asked Rene Landry to outline the procedures the Accounting Department would use to gather budget information from each department of the Agency and send the budget materials to the committee for their comments before each scheduled meeting.

Chairman Gachassin and Rene Landry then proceeded to review the budget items and amounts for each department for the current year budget.

Wayne Woods, Chairman of the Board of Commissioners entered the meeting at approximately 9:30 a.m. Chairman Gachassin brought him up-to-date regarding information already discussed by the committee.

Chairman Gachassin asked if there was any additional business to come before the committee. There being no additional business to discuss, the meeting was adjourned at approximately 10:00 a.m.