

6082



# New Orleans Visitors Information Center

March 18, 2004

JAV# 031804B

**Board of Directors**

Bennie Harris, III  
*President*

Contesse' Wall  
*Vice-President*

Deborah Crusto-Graham  
*Treasurer*

Tiffany Crawford  
*Secretary*

Lula Breaux

Lynn Cawthorne

Terril Guerin

Tia Landry Alexander

Elizabeth McDougall

Clifford M. Robinson

Val Williams-Ferrier  
*Executive Director*

Matthew A. Jones  
Undersecretary  
State of Louisiana  
Office of Lt. Governor  
DCRT  
P O Box 94361  
Baton Rouge, La. 70804-9361

RE: NOVIC - DCRT Co-Operative Agreement

Dear Mr. Jones:

This letter will serve as our official request for the first installment payment in the amount of \$12,500.00 in accordance with our co-op agreement. Enclosed is an itemized breakdown of expenditures submitted for reimbursement.

We thank you very much for approval of this submission and release of funds to keep the Welcome Center open. Should you have any questions, please call me at 246-5511.

Sincerely,

Val Williams-Ferrier  
Executive Director

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 12-29-04



# New Orleans Visitors Information Center

March 18, 2004

Inv # 031804 B

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State of Louisiana  
Office of Lt. Governor  
DCRT  
P O Box 94361  
Baton Rouge, La. 70804-9361

## RE: NOVIC – DCRT Co-Operative Agreement

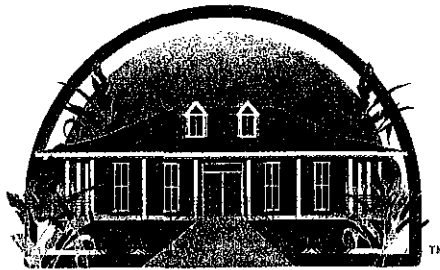
Dear Mr. Jones:

This letter will serve as our official request for the second installment payment in the amount of \$12,500.00 in accordance with our co-op agreement. Enclosed is an itemized breakdown of expenditures submitted for reimbursement.

We thank you very much for approval of this submission and release of funds to keep the Welcome Center open. Should you have any questions, please call me at 246-5511.

Sincerely,

*V. Ferrier*  
Valetter Ferrier  
Executive Director



## New Orleans Visitors Information Center

April 27, 2004 ✓

Inv# 042704 ✓

### Board of Directors

Bennie Harris, III  
*President*

Contesse Wall  
*Vice-President*

Deborah Crusto-Graham  
*Treasurer*

Tiffany Crawford  
*Secretary*

Lula Breaux

Lynn Cawthorne

Terri Guerin

Tia Landry Alexander

Elizabeth McDougall

Clifford M. Robinson

Ms. Beverly Shaw, Fiscal Officer  
Management & Finance  
Department Of Culture, Recreation & Tourism  
Office of Lieutenant Governor  
P O Box 94361  
Baton Rouge, Louisiana 70804-9361

RE: DCRT – OT -04-40; CFMS 607371  
New Orleans Visitors Information Center  
Third Quarter Installment Request

Dear Beverly,

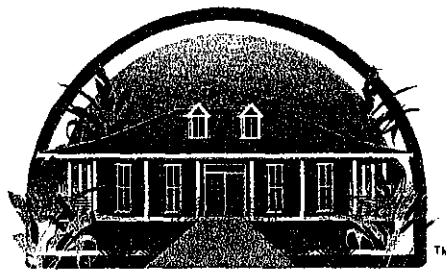
Enclosed please find our invoice for the third quarter installment in the amount of \$12,500. Attached is a breakdown of expenditures. As always, additional documentation is available.

Should you have any questions, please do not hesitate to call me at (504) 246-5511 or my cell at (504) 421-0134.

Sincerely,

Valetter Ferrier  
Executive Director

Val Williams-Ferrier  
*Executive Director*



## New Orleans Visitors Information Center

June 25, 2004 ✓

Inv # 062504 ✓

### Board of Directors

Bennie Harris, III  
*President*

Contesse' Wall  
*Vice-President*

Deborah Crusto-Graham  
*Treasurer*

Tiffany Crawford  
*Secretary*

Lula Breaux

Lynn Cawthorne

Terri Guerin

Tia Landry Alexander

Elizabeth McDougall

Clifford M. Robinson

Ms. Flo Hatcher  
DCRT Contract Monitor  
Office of the Lt. Governor  
Management & Finance  
P O Box 94361  
Baton Rouge, La. 70804-9361

FAX 225-342-1503  
Original Mailed

RE: DCRT-OT-04-40; CFMS 607371  
4<sup>th</sup> Installment Request

Dear Ms. Hatcher:

Enclosed please find an invoice from the New Orleans Visitors Information Center for the 4<sup>th</sup> Installment payment of the above captioned cooperative endeavor agreement in the amount of \$12,500.

Attached is supporting documentation for the expenditures. Should you have any questions, please call me at 504-246-5511.

Sincerely,

Valetter Ferrier  
Executive Director

Val Williams-Ferrier  
*Executive Director*

cc: Ms. Beverly Shaw, Fiscal Officer, Office of Management & Finance

<b>NEW ORLEANS VISITORS INFORMATION CENTER</b>			
<b>DCRT 1ST QUARTER REPORT OF EXPENSES</b>			
<b>JULY 1ST THRU SEPTEMBER 2003</b>			
<b>ACCT #</b>	<b>DESCRIPTION</b>		<b>AMOUNT</b>
80477	CELLULAR PHONES/PAGERS		\$ 205.89
80535	COMPUTER SERVICES		\$ 57.80
80585	OFFICE SUPPLIES		\$ 47.10
80560	TELEPHONE- BELLSOUTH		\$ 1,769.92
80461	MAJOR MEDICAL		\$ 1,851.30
80750	WORKERS COMPENSATION		\$ 279.81
80620	ACCOUNTANT		\$ 2,370.00
80570	UTILITIES		\$ 1,890.64
80525	BLDG. MAINTENANCE		\$ 640.00
80510	CUSTODIAL/JANITORIAL		\$ 2,094.87
80555	GIFT SHOP ITEMS		\$ 100.28
80462	RETIREMENT PLAN IRA		\$ 537.12
80540	BLDG. SECURITY		\$ 279.00
80550	MAINTENANCE SUPPLIES		\$ 51.41
80570	UTILITIES		\$ 186.95
80555	REFRESHMENT CENTER		\$ 138.77
<b>TOTAL DCRT 1ST QUARTER EXPENSES SUBMITTED</b>			<b>\$ 12,500.86</b>

10/10/03 11:51 AM  
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 10/10/03 11:51 AM



3rd Quarter ( Jan. - March 2004 ) DCRT Grant Expenditures

<u>ACCT #</u>	<u>CLASS DESCRIPTION</u>	<u>TOTAL</u>
80477	TELEPHONE	\$ 1,621.77
80535	MAJOR MEDICAL	\$ 4,268.70
80461	UTILITY	\$ 1,642.05
80750	BLDG. MAINTENANCE	\$ 640.00
80750	BLDG. MAINTENANCE	\$ 421.99
80620	JANITORIAL	\$ 1,425.00
80615	GROUNDS MAINTENANCE	\$ 1,350.00
80461	UTILITY	\$ 307.79
80750	BLDG. MAINTENANCE	\$ 299.85
80462	EMPLOYEE RETIREMENT	\$ 522.85
<b>TOTAL 3RD QUARTER INVOICE</b>		<b>\$ 12,500.00</b>

**THE NEW ORLEANS VISITORS INFORMATION CENTER  
DCRT INVOICE FOR 4TH QUARTER INSTALLMENT  
EXPENDITURES FOR APRIL 2004 THRU JUNE 2004**

<u>ACCT #</u>	<u>CLASS DESCRIPTION</u>	<u>TOTAL AMOUNT SUBMITTED</u>
10730	INDUSTRY DUES	\$ 156.00
80477	TELEPHONE	\$ 1,682.18
80535	MAJOR MEDICAL	\$ 4,268.70
80461	UTILITIES	\$ 1,496.60
80750	BLDG. MAINTENANCE	\$ 407.22
10750	INSURANCE - COMMERCIAL	\$ 1,114.30
80620	JANITORIAL	\$ 1,425.00
80615	GROUPS MAINTENANCE	\$ 900.00
10620	ACCOUNTANT - CONSULTANT	\$ 1,050.00
<b>TOTAL 4TH QUARTER INVOICE</b>		<b>\$ 12,500.00</b>