

STATE OF LOUISIANA
PARISH OF OUACHITA

CONTRACT OF EMPLOYMENT

Pursuant to the provisions of Louisiana Revised Statutes 33:4574, et seq., the Monroe-West Monroe Convention and Visitors Bureau (hereafter "Employer") represented herein by its duly authorized chairman, and Alana Donald Cooper (hereafter "Employee"), do here by enter into this Contract of Employment.

1. Date: The effective date of this Contract shall be ~~June-July~~ _____, 20~~11~~~~08~~.
2. Term: The term of this Contract shall be three (3) years from its effective date.
3. Position: The position for which this Contract shall operate is Executive Director of

the Monroe-West Monroe Convention and Visitors Bureau.

4. Compensation: Employee shall be paid an annual salary of ~~\$77,584.00~~ _____per year, in equal bi-weekly installments, together with an increase after the first year of this Contract of not less than 3% per year, above the compensation paid in the immediately preceding year, for each succeeding year of the Term or any extension of the Term. In addition thereto, Employer shall pay the medical ~~and dental~~ insurance premium for Employee and her ~~children family~~, as well as the premium for a life insurance policy insuring the life of Employee in the amount of ~~\$150,000~~~~50,000~~, with Employee's husband/or children to be beneficiaries of said life insurance policy. Employer shall also provide Employee with all fringe benefits generally provided to other employees of Employer, including but not limited to dental insurance, vacation, sick leave and other leave time, and participation in retirements systems or plans. Employer, at its discretion, may award bonuses or additional salary increases from time to time if deemed appropriate. For the purposes of employee benefits, employee's original date of employment in _____(month) of _____(year) shall control for any and all such benefits.

5. Automobile: Employer shall provide Employee with a serviceable automobile for both personal and business use, including fuel; and shall service and maintain same; and shall insure same as Employer sees fit, but said insurance to include at a minimum liability insurance coverage in limits sufficient for employee to purchase at her expense an "umbrella" policy.

6. Expenses: All reasonable expenses incurred by Employee in connection with Employer's business, properly documented and within the Employer's approved budget, shall be paid by Employer, or reimbursed by Employer to Employee, as appropriate.

7. Authority, Duties and Responsibilities: The authority, duties, and responsibilities of Employee shall be set forth in the Employee Manual of Employer at the date of this Contract. Any change therein during the term of this Contract shall require the consent of Employee. Whether specifically stated in the Manual or not, the Executive Director shall be the chief executive official of the Employer, and shall be responsible for and shall have the authority to conduct and oversee

the operations of Employer in pursuit of the objectives reflected by its bylaws and budget, by State law, by any agreements entered into by Employer, and by various resolutions of the Board of Employer from time to time.

8. Expiration: Issuance of New Contract: The parties acknowledge that by its terms this Contract shall expire at the end of the Term. The Employer shall negotiate with Employee and offer to her at the end of the Term a new Contract, *unless* not less than ____ days prior to such expiration, the chairman of the board of directors of Employer shall notify Employee of termination of employment. The Employee may choose not to enter into subsequent contracts and may terminate employment at the end of the Term upon giving Employer ____ days prior written notice.

9. Termination Prior to End of Term: Employment under this Contract shall be terminable prior to expiration of the Term, subject to the procedural guarantees provided by law, upon majority vote of the board of directors, only for the causes provided below after at least thirty (30) days written notice of any cause has been sent to employee and employee has failed to remedy such cause:

- (a) The Employee is found to be guilty of demonstrable and documented incompetence and inefficiency, upon written charges and after a fair hearing upon reasonable written notice;
- (b) The Employee is found to have failed to fulfill the terms and conditions of this Contract, upon written changes and after a fair hearing upon reasonable written notice.
- (c) If, after the thirty (30) days, the cause, in the opinion of the Board of Directors, has not been remedied, then the Board may terminate employee, subject to employee's right to appeal the decision to the full board within twenty (20) days of such termination.

10. Severability: If any provision of this Contract is determined to be unlawful or unenforceable, all other provisions shall nevertheless remain in full force and effect.

Thus done and signed at _____, Louisiana on this ____ day of _____, 2011.

Convention and Visitors Bureau

EMPLOYEE

By: _____

Chairman of the Board

EXECUTED IN DUPLICATE ORIGINAL