



## **ASSOCIATES OF VIETNAM VETERANS OF AMERICA, INC.**

8719 Colesville Road; Suite 100 • Silver Spring, MD 20910-3919  
Telephone (301) 585-4000 • Fax Main (301) 585-0519

### Online Special Board of Directors Meeting December 10, 2020

#### **Call to Order:**

President Joanna Henshaw called the online meeting of the AVVA Board of Directors to order at 4:06 (PDT) on Thursday, December 10, 2020. The meeting was conducted, and the audio recorded, using the GoToMeeting conferencing application.

#### **Opening Ceremonies:**

President Henshaw recognized Tim Von Bon, Region 9 Director to lead the Pledge of Allegiance. Chaplain, Bobbie Morris then led the assembly in a short prayer, followed by a Moment of Silence.

#### **Board of Directors Roll Call:**

Secretary Nina Schloffel called the roll.

President: Joanna Henshaw	Region 4: Susan Henthorn (excused)
Vice President: Kaye Gardner	Region 5: Don Jones
Secretary: Nina Schloffel	Region 6: Rick Talford (excused)
Treasurer: Kathy Andras	Region 7: Terri Rangel
Region 1: Frances Guevremont	Region 8: Vacant
Region 2: Bobbie Morris	Region 9: Tim Von Bon
Region 3: Hope Summers	

A quorum was established.

#### **Other Attendees:**

Cecilia Essenmacher – National Chair, Policies and Procedures Committee  
Kathy Mattingly – National Chair, Finance Committee  
Nancy Montgomery – National Chair, Elections Committee

#### **Approve Agenda:**

President Henshaw amended Agenda **Section V., Policy and Procedure**, item b. from: SEC 11.VIII Incorporation Committee to SEC 11.XXII Survivor Benefits Committee.

**Motion (# 1)** – moved by Region 9, Tim Von Bon and seconded by Region 5, Don Jones, to accept the agenda as amended. ***Adopted Without Objection***



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### **Old Business / New Business:**

- A. President Henshaw reminded Committee Chairs to review their respective committee policies by the end of the year. If there are no changes, the Committee Chair is to advise the P & P Chair accordingly. If committee policy needs to be changed, the Committee Chair will work with the P & P Chair to submit the requisite P & P proposals.
- B. President Henshaw stated that all budget requests for fiscal year 2022 should already have been submitted to Finance Chair, Kathy Mattingly.
- C. On behalf of the Scholarship Fund Committee, President Henshaw submitted the committee report for an AVVA scholarship program, as well as prototypes of two scholarship applications and a donor letter.

**Motion (# 2)** – moved by Treasurer, Kathy Andras and seconded by Secretary, Nina Schloffel, to postpone the motion to adopt the Scholarship Program until the April 2021 National Board Meeting. **Adopted by Majority Vote (7 Yes, 2 No)**

- D. Awards Committee Co-Chair, Terri Rangel informed the assembly that the criteria for AVVA awards is being revised. Changes include clearly defined awards criteria and specific information as to who can make award nominations. The new awards criteria is forthcoming by the end of the year.
- E. President Henshaw introduced three new elections forms: the National Candidate Registration form, the National Elected Delegate Registration form, and the National Delegate Registration - Voting Alternate form. The new forms are a joint collaboration of Elections Chair Nancy Montgomery and President Joanna Henshaw.

### **Motions:**

Motion for the Scholarship Program - postponed until April 2021 National Board Meeting (see Motion 2).

**Motion (# 3)** – moved by the Survivor Benefits Committee, no second required, to adopt the Survivor Benefits Brochure as revised. **Adopted Without Objection**

**Motion (# 4)** – moved by the Membership Committee, no second required, to adopt the Membership Brochure as revised, with removal of the statement regarding the AVVA Scholarship Fund. **Adopted Without Objection**



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### **Policy and Procedure:**

**Motion (# 5)** – moved by the Leadership Development Committee, no second required, to adopt a policy change to Section 11.XIII, Committee and Program Policy, to add a new subsection 'I'. The new subsection defines the purpose and structure for the Leadership Development Committee. ***Adopted Without Objection***

**Motion (# 6)** – moved by the Survivor Benefits Committee, no second required, to adopt a policy change to Section 11.XXII to revise the text for the entire subsection. ***Adopted Without Objection***

### **Information / Assignments:**

President Henshaw reviewed the following tasks and assignments for the AVVA National Convention:

1. Registration forms reviewed and revised – Nancy Montgomery / Joanna Henshaw
2. Luncheon – Bobbie Morris / Cecilia Essenmacher
3. Luncheon Speaker – Joanna Henshaw
4. Award Criteria – Rick Talford / Terri Rangel
5. Product Sales – Susan Henthorn / Kathy Andras
6. Setting up a Recruiting and Information table – Unassigned
  - a. We found a decent pen, to be considered
7. AVVA office – Nina Schloffel
8. Approval of Delegates (Letter of notice) – Nancy Montgomery
9. Election Rules – Nancy Montgomery
10. Convention Rules – Kaye Gardner
11. Bylaw Proposals – Nancy Rekowski / Unassigned
12. Credentialing of Delegates – Cecilia Essenmacher / Kathy Mattingly / Nancy Montgomery
13. Delegate Books – Joanna Henshaw / Nina Schloffel
14. Project Friendship – Sandy Miller / Kaye Gardner / Tim Von Bon
15. Convention Registration - Entire Board (stuffing bags, helping with reg, etc.)
16. Delegate Registration – Nancy Montgomery
17. Sergeants at Arms – Tim Von Bon / (Find another who is not planning to be a delegate)
18. Set up of Flags – Don Jones / Tim Von Bon / Rick Talford (Luncheon and Convention)
19. Electronic Equipment for Bylaw presentation – Nina Schloffel
20. Delegate Training – Unassigned
21. Information Booklet – Board members / Joanna Henshaw / Bernie Rekowski

### **Adjournment:**



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Having no further business, President Henshaw adjourned the meeting at 5:22 PM (PDT).

Submitted by,

Nina D. Schloffel

AVVA National Secretary