



**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

Board of Directors Meeting Minutes  
January 24, 2024  
A GoToMeeting Virtual Conference

**Call to Order:**

President Sharon Hobbs called the regular meeting of the AVVA Board of Directors to order at 12:05 PM (Eastern) on Wednesday, January 24, 2024. Secretary Nina Schloffel was in place. The virtual meeting was conducted on the GoToMeeting Conferencing platform.

**Opening Exercises:**

President Sharon Hobbs (TN) recognized National Chaplain Bobbie Morri (PA), to deliver the invocation. Vice President Kathy Andras (TX)), led the assembly in the *Pledge of Allegiance*.

President Hobbs welcomed the Board, Deputies, Committee Chairs and the National Parliamentarian and thanked them for attending the meeting.

**Board of Directors Roll Call:**

Secretary Schloffel called the roll

President: Sharon Hobbs	Region 4: Mary Anne Newman
Vice President: Kathy Andras	Region 5: Tony Gigli (Excused)
Secretary: Nina Schloffel	Region 6: Barbara Coan
Treasurer: Kaye Gardner	Region 7: Terri Rangel (Excused)
Region 1: Vacant	Region 8: Jennifer Ellis
Region 2: Bobbie Morris	Region 9: Kelly Frederickson
Region 3: Wynella Bethards	

Quorum established.

**Other Attendees:**

Barbara Miller, PRP	National Parliamentarian
Nancy Montgomery (VA)	Chair, National Elections Committee
Susan Price (TN)	Chair, National Finance Committee
Beverly Pounds (TN)	Region 3 Deputy
Kim Biddle (FL)	Region 4 Deputy
Pat Furno (WI)	Region 6 Deputy
Gail Courville (LA)	Region 7 Deputy
Ruth Feliciano (OR)	Region 8 Deputy



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**Agenda:**

**Motion (#1)** Region 3, Wynella Bethards (KY) moved, and it was seconded, to accept the agenda, as presented.

**Adopted by Unanimous Consent**

**Out-of-Committee Proposals:**

Secretary Nina Schloffel (CA) stated that there were no Out-of-Committee proposals for Board consideration.

**Policy and Procedure Proposals:**

Secretary Nina Schloffel stated that there were no Policy and Procedure proposals for Board consideration.

**Electronic Motions:**

***Electronic Motions: January 2024***

*The following electronic motions were made between the October 2023 National Board Meeting and the January 2024 National Board Meeting.*

**IEM304** The secretary moves to adopt the minutes from the October 19, 2023 Board Meeting.

**November 14, 2023 - MOTION ADOPTED WITHOUT OBJECTION**

**IEM305** The Incorporation Committee moves to adopt three **Request to Incorporate Forms** (Form F-Inc02,15 applies to Independent Chapters, Form F-Inc02-15a applies to applies to Chapters, and Form F-Inc02-15b applies to State Associations.

**November 17, 2023 - MOTION ADOPTED WITHOUT OBJECTION**

**IEM306** The Finance Committee moves to accept the 2022 IRS 990 as presented.

**December 10, 2023 - MOTION ADOPTED WITHOUT OBJECTION**

**Motion (#2)** Treasurer Kaye Gardner (MD) moved, and it was seconded, to accept into the permanent record, all electronic motions made between the October 2023 National Board Meeting and the January 2024 National Board Meeting .

**Adopted by Unanimous Consent**

**Consent Calendar – January 2024:**

1. Motion out of Members in the Justice System: To accept Julie Hayes (FL - Chapter 195), as a member of the committee for the 2023-2025 term.



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2. Motion out of Executive Board: Move to discontinue the AVVA TALKLIST due to lack of participation.

**Motion (#3)** Region 6, Barbara Coan (MO) moved, and it was seconded, to accept the motions listed in the Consent Calendar into the permanent record.

**Adopted by Unanimous Consent**

**General Orders:**

**A. State Chapter Election Reminder:**

President Hobbs reminded attendees that 2024 is an election year for the states and chapters. Regional Directors should ensure that their respective states and chapters meet elections deadlines, comply with elections policies and complete all elections documents accurately and on time.

Secretary Schloffel will work with Elections Chair Nancy Montgomery to prepare a Mailchimp announcement that provides elections information. The Mailchimp elections announcement is to be distributed by mid-February.

**B. VVA Financial Donation:**

President Hobbs announced that AVVA received an \$80,000 donation from VVA. This donation reflects the amount that VVA failed to collect for our hotel rooms over the past four years. At the direction of VVA Treasurer Wayne Reynolds, the \$80,000 was written off.

**C. Awards Reminder:**

On behalf of Awards Committee Chair, Tony Gigli, Secretary Schloffel announced that the deadline for awards nominations is May 31<sup>st</sup>. Secretary Schloffel agreed to distribute a Mailchimp announcement to that effect and will have the awards deadline posted on the website.

**D. Digital Document Update:**

Treasurer Kaye Gardner reported that she identified three companies that digitize printed documents. Treasurer Gardner will contact each company to determine pricing. President Hobbs noted that we should also determine if the digitizing process will be done on or off site.

**E. Flag Booklet:**

Prior to the meeting, the Board reviewed a prototype for a booklet on flag etiquette. While the booklet is factually accurate, it was still being edited. The Board was asked to evaluate the booklet solely for the message it presents and its formatting. The Board was to be prepared to vote on moving forward with producing the booklet. President Hobbs added that AVVA and VVA's Veterans Against Drugs



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program plan to co-sponsor the booklet and that its first printing would be at no cost to AVVA.

**Motion (#4)** Vice President Kathy Andras (TX) moved, and it was seconded, to proceed with production of the booklet **UNITED STATES “Liberty and Justice for ALL” FLAG ETIQUETTE.**

**Adopted by Unanimous Consent**

**F. Veterans in the Justice System Update:**

At a recent meeting of Veterans in the Justice System, President Hobbs and VIJS Chair, Dominic Yezzo, discussed transitioning the program to AVVA. Both agreed that a younger AVVA member, who is a veteran, should lead the transition process.

AVVA member Julie Hayes (FL) is a young Navy veteran who is deeply involved with Florida’s established VIJS program. Julie comes highly recommended by VVA Florida State Council President, John McGinty. Julie is also a member of AVVA’s VIJS partner program, Members in the Justice System.

The Florida State Council funded travel expenses for Julie to attend the January meeting of VIJS. Julie and Program Chair Yezzo had very positive discussions regarding the welfare of incarcerated veterans and how VIJS is responding to their needs. This is a great start in positioning AVVA to assume the leadership role for the Veterans In The Justice System program.

**G. Project Friendship:**

President Hobbs announced that **Horsemanship for Heroes** has been selected as AVVA’s 2024 Project Friendship. VVA Project Friendship Advisor, Sandy Miller, evaluated this charity, along with other veterans charities in the Reno area, before recommending **Horsemanship for Heroes**.

As published on its website, **Horsemanship for Heroes** ‘promotes the healing and well-being of veterans, emergency responders, and their families through equine-assisted psychotherapy and learning, empowering them to build resilience, self-awareness, and personal growth’.

If accepted by the Board, an announcement naming **Horsemanship for Heroes** as AVVA’s 2024 Project Friendship partner will be made at the VVA Board of Director’s meeting in April. Flyers for Project Friendship will be distributed at that time.

**Motion (#5)** Region 6, Barbara Coan (MO) moved, and it was seconded, to accept **Horsemanship for Heroes** as AVVA’s 2024 Project Friendship.

**Adopted by Unanimous Consent**



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### **H. VVA BOD Update:**

Six (6) VVA chapters turned in their respective charters. President Hobbs noted that as time goes by, we can expect to see more VVA chapters closing their doors. When that happens, AVVA Membership Chair, Terri Rangel, sends out a form letter advising members of affiliated AVVA chapters that once their VVA chapter closes, they will automatically become members-at-large, or they can transfer to a nearby chapter. While these letters often go unanswered, we do have an obligation to keep the affected members informed. Thank you, Terri.

In keeping with chapter closures and the anticipated shutdown of the organization, VVA approved the creation of a Legacy Task Force. The task force is led by Jack Devine. President Hobbs will be joining the task force as a non-voting advisor. With the exception of those that are confidential in nature, President Hobbs will keep us informed of task force activities..

### **I. Leadership Assignment Updates:**

- Luncheon Gift –WynellaBethards, Nancy Montgomery, Mary Anne Newman
  - Bring samples to April BOD meeting
- Convention Bag Gift: AVVA 25<sup>th</sup> Anniversary – Joann Blum, Bobbie Morris
  - Bring samples to April BOD meeting
- Fund Deputies to attend conference
  - Allocate \$500.00 per Deputy
  - Pending approval at budget approval process in April
- Membership Table–TerriRangel (schedule)
- Office Hours–Nina Schloffel (schedule)
- Product Sales–Penny Meinhardt, Barbara Coan (schedule)
  - Send MailChimp announcement by early February – Nina Schloffel
- Project Friendship–Jennifer Ellis, Kelly Frederickson
  - Selected 2024 Project Friendship partner (**Horsemanship for Heroes**)
- Educational Seminar–Officers
  - Spousal and Survivor Benefits
- Awards–Kathy Andras, Tony Gigli
  - AVVA Awards deadline – May 31, 2024.
  - VISTA Awards deadline - March 20, 2024
- Miscellaneous
  - Registration \$75.00
    - Extra Conference bags - \$12.00 each (if available)
  - Events
    - Officers Luncheon (Wednesday, 8/21) - \$50.00
    - AVVA Luncheon (Thursday, 8/22) - \$50.00
    - Banquet (Saturday, 8/24) - \$60.00
    - Other events may be forthcoming



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**Announcements:**

**April BOD Meeting – Thursday, April 18<sup>th</sup>**

- Board travel day – Wednesday, April 17<sup>th</sup>
- Officers travel day - Monday, April 15<sup>th</sup>
- Agenda Items (preliminary)
  - Budgets – Susan Price
  - Alternative to the Square (credit card processing application) – Kathy Andras

**Veteran Magazine**

Kathy Andras working to resolve issues with delivery.

**Gifts for Membership Table**

The Board made a number of suggestions. This will be addressed in April.

**Adjournment:**

Having no further business, President Hobbs adjourned the meeting at 10:17 AM (Eastern).

Submitted by,

Nina D. Schloffel  
National Secretary  
Associates of Vietnam Veterans of America