



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 October 10, 2013 Sheraton Silver Spring Hotel Silver Spring, MD

The AVVA Board of Directors meeting convened at 8:32 am, October 10, 2013.

The AVVA National Chaplain, Sherry Wright-Anderson, offered an invocation and moment of silence.

The Pledge of Allegiance was lead by Vice-President, Cathy Keister.

Announcement: President Sharon Hobbs announced that the Executive Officers of VVA have approved the use of a new office space for AVVA's National Office. This office is a larger room, with space for small meetings, as well as people being able to work on various tasks at the same time. President Hobbs asked that the Board please remember to thank the VVA Officers when we see them over the next days.

An Orientation session was held for the New Board.

Recessed for lunch at 12:45am

Reconvened at 2:05pm

President Hobbs called the AVVA regular Board of Directors Meeting to order.

Roll Call:

Present at the meeting were:

President:	Sharon Hobbs	Region 4:	Jerri Wallis
Vice-President:	Cathy Keister	Region 5:	Penny Meinhardt
Secretary:	Joanna Henshaw	Region 6:	Sherry Wright-Anderson
Treasurer:	Bill Williams	Region 7:	Kathy Andras
Region 1:	Frances Cartier	Region 8:	John Birch
Region 2:	Nancy Rekowski	Region 9:	Elayne Mackey
Region 3:	Beverly Pounds		

A Quorum was established.



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Guests in attendance included: Jim Pike - MI, Betty Pike - MI, Pat Furno - WI, Ann Rice - TN, Linda Haberkorn - Cpt 364.

MOTION 1: Motion was made by Penny Meinhardt and seconded by Jeri Wallis to approve the agenda as presented. **PASSED**

VVA Special Advisor Marsha Four was introduced, and was thanked enthusiastically for her part in approving the new office space for AVVA in the National Offices. Marsha briefly spoke about her intentions to be an active participant in AVVA meetings.

MOTION 2: A motion was made by Nancy Rekowski and seconded by Kathy Andras to accept Marsha Four as the official VVA Special Advisor. **PASSED**

Committee reports: *(see written reports for details)*

Finance: Finance chair requested to be kept in the loop regarding changes in names and contact information for state and chapter presidents and Officers for the incorporated subsidiaries, and suggested that an annual update be sent to the national offices as well.

MOTION 3: Motion out of the Finance Committee to amend the previous motion passed in April 2013 which read: "AVVA authorizes the Executive Board to enter into any agreement necessary with any government agency that has authority to correct the placement and/or presentation of the In-Memory Plaque, including expenditure of AVVA funds." Motion to insert " ,with board approval," after the word EXPENDITURE and before the words OF AVVA FUNDS. Amended motion to read "AVVA authorizes the Executive Board to enter into any agreement necessary with any government agency that has authority to correct the placement and/or presentation of the In-Memory Plaque, including expenditure, with BOD Approval, of AVVA Funds." **PASSED**

Strategic Planning *(See written report and plan draft)*

Copies of the first draft of the Strategic Plan were distributed to the board. Strategic Planning Chair requested any Board Member interested in being a member of the committee to notify her, or if they have any feedback she would welcome their comments.

Volunteer Services: Have been working on their plan of action, and will be ready to present to the Board in April.



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Legislative Committee: Suggests that AVVA needs to work on changing our public image from an “Auxiliary” to a recognized Veteran Service Organization. They want to begin incorporating Legislative Initiatives, and create a booklet that can be handed to congresspersons when they meet with them.

MOTION 4: Motion out of the Legislative Committee to Change their name to “Government Affairs Committee” in order to encompass more activities. **PASSED**

MOTION 5: Motion out of Committee(s) To accept all recommended committee members as listed. (See attached list) **PASSED**

President Hobbs reports that there have been several requests for Certificates of Appreciation from various States. What we do have, have not been updated in a long while. Bernie Rekowski has submitted 3 suggested designs. Discussion regarding exact design resulted in a consensus.

MOTION 6: Cathy Keister, out of the Membership Committee, moves to purchase enough of the certificate paper to print out 100 of the higher quality certificates using the design decided on by the board, out of existing Membership Committee funds. **PASSED**

PRESENTATION: Dick Cole, of Associated Community Services’ gave a presentation regarding fundraising. This company does Telemarketing services for several VVA Chapters/States currently. Details were provided. The presentation resulted in the following:

MOTION 7: Motion by Nancy Rekowski, second by Beverly Pounds, to allow the Executive Board to enter into negotiations with Associated Community Services to explore fundraising opportunities for AVVA. **PASSED**

Motions continued:

MOTION 8: Motion by Frances Cartier, second by Kathy Andras, to accept the members of the regional disciplinary committees for regions 3,4,5,6,7, and 9. (See listing for names). **PASSED**

President Hobbs informed the board that generally the 4 Executive Officers travel to Veteran Holiday events in Washington DC, to represent AVVA and to perform the Wreath Laying Ceremonies and work in the membership tent with VVA. She would like to share this experience with other Board Members, allowing them each to attend at least once in their term in place of one of the Executive Officers. (Ideally 2 and 2).



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President Hobbs made available a sign up sheet for any board member who was interested in doing this starting in 2014. Funding would come from the budget of whichever Executive Officer you are replacing at an individual event.

Membership Chair Cathy Keister presented three possible items to be used for a giveaway item for new 3 year members, or members who renew for 3 years. One item was decided on as the best to use. They will bear the AVVA Logo on the front.

MOTION 9: Membership Committee made a motion to buy 250 mini-portfolios [like or very similar to the small black one presented], to be given to new and renewal 3 year memberships, to be paid for out of existing committee funds. **PASSED**

Bill Williams informed the board that MOA (Medals of America) is no longer under contract with AVVA for product sales. We are currently considering 3 options: Performa, Military Best, and Michigan State Council. We will not enter into any exclusive contracts in the future. We may use more than one vendor concurrently.

MOTION 10: Bill Williams moved to amend the previous motion from April 2013 which reads: “The AVVA Board authorizes the Executive Board to negotiate a product sales contract with the Michigan State Council (adopted),” to read: “The AVVA Board authorizes the Executive Board to negotiate product sales contracts with any suitable vendors”. **PASSED**

Misc. Updates:

1. The Trademark process for logo [motto] is still pending completion.
2. Region 1 Deputy Director appointment is still pending.
3. In-Memory Plaque Task Force: The President appoints Cathy Keister as Chair of the Task Force, without objection.

2014 Leadership Conference:

This calendar year will be AVVA’s 15th Anniversary. President Hobbs would like the board members to think about various ways we can celebrate and commemorate this event at the Leadership Conference. The board will be discussing options to bring in April 2014.

MOTION 11: Beverly Pounds moved to adopt the 4 E-Motions that were passed between the August Board meeting and this date:

To accept the Minutes of the BOD Meeting & Convention – 081413 & 081513



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To accept the minutes of the BOD Meeting - 081713
That a Task Force be created for In-Memory Plaque
That AVVA lend its name to the EPA Petition re: Dioxin Study **PASSED**

MOTION 12: Bill Williams moved, second by Penny Meinhardt, to retire the Scholarship Committee due to lack of funding. **PASSED**

MOTION 13: Pat Furno made a motion out of the Bylaws Committee to make 5 listed spelling and grammar corrections to the Bylaws that are posted on the Website, at which time the Bylaws will be closed to further changes or amendments until the 2015 Convention. (*see attached details*). With the corrections, the Bylaws Committee moves to approve the corrected Bylaws as amended by the delegates of the 2013 Convention. **PASSED**

Policy and Procedure Changes:

MOTION 14: Out of Committee to approve the new 3 column P&P Change Request Form. **PASSED**

MOTION 15: Out of P&P Committee to change Section 1, 1.I.A to include “The National President serves as an ex-officio member of all committees and taskforces.” **PASSED**

MOTION 16: Out of P&P Committee to change section 1.V.B.5 to read: “The individual must reside within a fifty (50) mile radius of the Region they represent, hold an active membership in that Region, and actively participate in a chapter in that Region.” **PASSED**

MOTION 17: Out of Elections Committee to change section 2.II.E and 2.III.E as Follows: Add new language to define the election process for interim officers in a chapter that is seeking to become incorporated, as sub-section E, requiring the renumbering of subsequent sub-sections. **PASSED**

MOTION 18: Out of committee to change section 5.V.D and 5.VIII.H, to remove the references to “associated” state or chapter reps and other new language as listed on the change form. The changes would move the oath of office to letter “H”. **PASSED**

MOTION 19: Out of P&P committee to change section 5.VIII.2 and 5.X.A.2 to allow the time frame for chapter elections to be extended. Election Committee recommended no passage. The request was withdrawn indefinitely. **WITHDRAWN**



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MOTION 20: Out of P&P committee to change section 6.I and 6.I.A. Change title of section to “Administrative: Board Meetings”, and add “A.” to define how the meetings are conducted. This change moves the current sub-section “A” to “B”. **PASSED**

MOTION 21: Out of P&P Committee to add an appendix section to the P&P that will list the Corporation’s purposes, which used to be listed in the Bylaws. Delegates at the 2013 Convention requested that if they vote to take the list out of the Bylaws, they would like to see them listed in the P&P. **PASSED**

The Meeting was recessed at 6:20pm, and will reconvene on Saturday, after the VVA BOD Meeting closes.

Reconvened Saturday, October 12, at 3:10pm:

A Quorum is present.

MOTION 22: Penny Meinhardt presented a motion out of Membership Committee to send an AVVA pin to all new members along with their membership card. **PASSED**

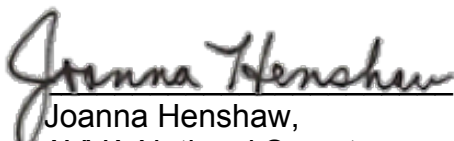
MOTION 23: Motion out of Finance Committee to hire a local established CPA Firm to prepare the AVVA National 990 (tax forms) each year. **PASSED**

MOTION 24: Motion from Executive Board to change the Presidential Commendation Medal to the ribbon style as shown to President Hobbs by the VVA, which is like the award they use, but uses our AVVA colors. **PASSED**

MOTION 25: Motion to dissolve the life member payment plan, due to changes made by the VVA in their structure. **POSTPONED** for discussion in April.

MOTION 26: Cathy Keister moved to rescind the motion made in August of 2012, which stated that the motto “Together Always” would be trademarked for a cost of \$900.” (second by Nancy Rekowski). **PASSED**

Having no further business, the BOD meeting adjourned at 3:25pm.


Joanna Henshaw,
AVVA National Secretary