



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 20, 2016

Double Tree by Hilton Hotel

Silver Spring, MD

Call to order: President Hobbs
Pledge lead by: Vice President Mackey
Moment of Silence and Prayer: Region VI Deputy Davis
Welcome guests and Fran (10 guests signed in)

Roll Call: Secretary Henshaw

President:	Sharon Hobbs	Region 4:	Jeri Wallis
Vice-President:	Elayne Mackey	Region 5:	Cecilia Essenmacher
Secretary:	Joanna Henshaw	Region 6:	Fran Davis (deputy)
Treasurer:	Kathy Andras	Region 7:	Percilla Newberry
Region 1:	Vacant	Region 8:	John Birch (Excused)
Region 2:	Nancy Rekowski	Region 9:	Casey Farrell
Region 3:	Beverly Pounds		

Quorum present.

MOTION 1: Agenda: Add the presentation for Military and Veteran Caregivers to VII; add motion regarding a committee co-chair; postpone the finance policy proposal from section VIII.j. Moved by: Nancy Rekowski, Second by Jeri Wallis. – **Passed**

OFFICER UPDATES:

Sharon Hobbs: Reports that she had meetings with new program committee, finance, and others.

Kathy Andras: Pointed out travel details, and reminder for blank checks.

REGIONAL DIRECTOR UPDATES:

Nancy Rekowski: New chapter incorporating in PA.

Beverly Pounds: Thanked the guests from R3 for attending.

Jeri Wallis: New Vista numbers.

COMMITTEE UPDATES:

Adopted:



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

Elections: Reminder that candidate registrations are due by April 1, 2017 and registrations are due by July 12, 2017.

Bylaws: Deadline for changes is April 1, 2017. Any changes that are to be proposed at convention will be posted on the website by May 8, 2017.

Public Affairs: Beverly has brought welcome packets for those who want them.

Membership: See written report; however there are several chapters whose percent of increase is significant.

E –MOTIONS:

MOTION 2: Moved by Nancy Rekowski and second by Jeri Wallis to confirm the e-motions approved between July and October 2016. **Passed**

1. IEM16: Motion to accept the meeting minutes from the board meetings and from the Annual Meeting held in Tucson Arizona between July 18 and July 23. (Quorum achieved) (vote: 10 yes and 0 no) **PASSED**
2. IEM 17: To accept the resignation of Sherry Wright-Anderson, Deputy Region 6 Director, at her request. (Quorum achieved) **PASSED W/O OBJECTION**
3. IEM 18: To accept the appointment, requested by Diane Nicholson (Region 6 Director), of Fran Davis (MO State Rep) as the Deputy Director of Region 6 for the remainder of the 2015-2017 term. (Quorum achieved.) **PASSED W/O OBJECTION**

MOTION 3: Moved by Casey Farrell, second by Nancy Rekowski, to approve the October 2016 Consent Calendar. **Passed**

1. Motion out of Toxic Exposure Committee: To add Nadine Owen (Oregon) to the Toxic Exposure Committee.

MOTION 4: Moved by Nancy Rekowski, second by Jeri Wallis, to accept Diane Nicholson's Resignation as Region 6 Director, with the board's regret. **Passed**

Fran Davis was sworn in as the new Region 6 Director, per AVVA Bylaws article 4.05.

MOTION 5: Moved by Jeri Wallis, second by Kathy Andras to rescind a motion made on August 20, 2011, which reads: "to present an AVVA flag to the families of past and present state representatives or presidents at the time of their passing." For practical and financial reasons, the board voted 11 to 0 in favor. **Passed**

MOTION 6: Out of P&P Committee: Moved to accept the Election Committee Policy and the Strategic Planning Committee Policy as presented to the board on September 28, 2016, and add them to the Policy Manual Section 11. **Passed w/o objection**



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

MOTION 7: Moved by the Toxic Exposure Committee: To remove Linda Mooney (Oregon) as the co-chair. **Passed**

MOTION 8: Moved by the Toxic Exposure Committee: To appoint Nadine Owen (Oregon) as the committee co-chair. **Passed**

P & P CHANGE REQUESTS:

MOTION 9: Out of P&P Committee – Move to change P&P Section 1.XI.A.5 to delete the words “or elect”, and section 1.XIII.A.5 to delete the words “or elect”. **Passed w/o objection**

Pause P&P changes for guest speaker:

Deborah Williams: New direct deposit system for reimbursement funds – office needs a voided check from each person so that they can set up a direct deposit for board members.

Unaudited Financial Statements – we are on target with budgets.

RESUME P&P CHANGE REQUESTS:

MOTION 10: Section 2: Various changes submitted by Incorporation Committee. Amendments suggested by the board and sent back to the committee for revisions – (see form for suggestions.) **Postponed until revisions submitted.**

***MOTION 11:** Out of Elections Committee: Total revision of section 5 submitted. Significant discussion with several amendments offered and accepted. Motion as amended; additional suggestions may be submitted to the committee chair by January 10th, 2017. **Passed**

**(Discussion postponed for guest – Wes Guidry speaking about convention:*

Rooms will be \$99 Per day – Parking is \$5 per day for VVA and AVVA only. Most details TBA)

MOTION 12: Out of P&P Committee: To reconsider the motion for changes in legal language in P&P Manual section 6, which was postponed in July. All members had received copies to read and discuss. (6.III.A-D) **Passed w/o objection**

MOTION 13: Out of Membership Committee: Motion to revise P&P section 7.I.G.a-f. (Voluntary) Membership Transfers. **Passed.**

- The Membership Committee is tasked with writing a policy on Involuntary Transfers.



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

MOTION 14: Out of AD HOC Committee for establishing a Cathy Keister Memorial Award: To create the “Cathy Keister Spirit of Excellence Award” in honor of Cathy Keister, and to become the second highest award given by AVVA. Concept approved; suggestions for details were discussed, and the board requests that all details be worked out and the motion be re-presented before the end of this calendar year for final approval. **Postponed**

Recess for break at 10:05 – reconvene @ 10:24 am

Membership: Cecilia Essenmacher passed out new membership (brochure) applications to the board.

VISTA: Jeri Wallis gave deadlines for vista hours. The cut-off date is February 28, 2017, and hours can be turned in to the committee until April 5th.

Veterans’ Benefits: Pam Scheffer-Bossardet would like the board to recognize the church that supplies her with many of the supplies and electronics without which she would not be able to function in her AVVA job. These things are supplied to her with no expectation of reward.

Motion 15: Moved by Fran Davis, second by Jeri Wallis to create a plaque and certificate for AVVA recognition of Crosspointe Baptist church in NC. **Passed w/o objection**

Recess for lunch at 12:30 – Reconvened at 1:45

Roll Call – quorum established.

VISITING GUESTS:

Video presentation by Military and Veteran Caregivers Network.

Motion 16: Moved by Casey Farrell, second by Jeri Wallis to pursue a partnership with the *Military and Veteran Caregiver Network (MVCN), which will not involve financial resources from AVVA. **Passed**

* (MVCN is a peer-support group of the Tragedy Assistance Program for Survivors TAPS).

GENERAL ORDERS:

Finance Chair: Susan Price discussed the budget process. Suggestions for how to budget particular items were offered. Budgets are due December 1st. Justification must accompany the request.

NFVF: National Foundation for Veterans and Families update: New foundation Chair is Linda Yates, of TN. The foundation has granted \$10,000 to AVVA for printing of the Paper Safes.



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

In Memory Plaque Renovation Update: The final design was turned in to the Fine Arts Commission and the Regional Committees this week. We should find out results soon.

Region 2 Director Nancy Rekowski gives presentation regarding Honor a Hero 'Fundraiser' for the National Convention:

Create a certificate – people can nominate their hero for a certificate, and AVVA can possibly charge a small fee (perhaps 2 or 3 dollars) for each – designate the money for a certain project so people will know where their money is going.

Motion 17: Moved by Casey Farrell, second by Beverly Pounds to proceed with creating the Honor a Hero project. **Passed**

NOTE: This project's feasibility depends on the hotel's policy on collecting donations outside of the vendor area.

Kathy Andras explained IRS Status: The attorney has studied our situation, and has concluded that as a C4 corporation we will most likely not get our deductibility status back. There are several factors involved. There may be further discussion in the near future.

Military Best update: A 4" Life Member patch is expected to be added to our products in October 2016. The Treasurer reported that \$98 had been deposited to our account from sales the second quarter on 2016.

Strategic Plan Reviews: Several updates have been submitted. The committee encourages everyone to continue to review and bring the Plan up-to-date.

New Program: The proposed program will be two-fold. One will offer states & chapters a kit that includes information on how to hold a successful Spousal Benefits session. The second is be geared toward helping the survivor. A presentation is expected in April.

MOTION 18: Moved by Fran Davis, second by Casey Farrell to proceed with developing a program centered on spousal benefits awareness. The complete packet is expected for board approval at the April AVVA board meeting. This program will have requirements for financial resources from AVVA. **Passed**

Recess for break @ 3:18 pm reconvened at 3:36 pm

Pam Scheffer-Bossardet assigned by President Hobbs to chair an AD HOC committee to develop the program discussed in motion 18. Ms. Scheffer-Bossardet assigned Beverly Pounds, Casey Farrell, and Ann Rice for committee members. **Approved by board**

ASSIGNMENTS FROM JULY MEETING:



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

Awards Committee Assignment: To develop a scoring sheet to be used by the committee. Continued to be completed by January 2017.

Homeless Grant Program: To propose a name change for this program.

MOTION 19: Moved by Kathy Andras, second by Nancy Rekowski to change the name of the Homeless Grant Program to the “AVVA Helping Hands Grant Program”, with the stipulation that we are not intruding on a registered trademark. **Passed w/o objection**

2017 CONVENTION:

MOTION 20: Out of Finance Committee: To set the registration fee for the AVVA 2017 Convention at \$50.00 per person. **Passed**

BOARD AND COMMITTEE ASSIGNMENTS:

- **AVVA Office Hours** – Joanna Henshaw
- **Awards** (Member of the Year Fellowship, VISTA) – Percilla Newberry and Jeri Wallis
- **Bylaw Proposals** – Cecilia Essenmacher and Nancy Rekowski
- **Credentialing of Delegates** – Cecilia Essenmacher, Susan Price and Kaye Gardner
- **Elections** – Kaye Gardner and Suzie Meeks
- **Convention Books** – Joanna Henshaw and Nina Schloffel
- **AVVA Luncheon** – Casey Farrell and Fran Davis
- **AVVA Product Sales** – John Birch and Susan Henthorn
- **Project Friendship** – Beverly Pounds and Casey Farrell
- **Registration** – Susan Price and Kaye Gardner
- **Convention Rules Committee** – Beverly Pounds and Nina Schloffel
- **Sergeants-at-Arms** – Antonio Perry and Pamela Scheffer-Bossardet
- **Evaluation Questionnaire** – Nancy Rekowski and Sharon Hodge
- **Flags** – John Birch
- **Bylaws Presentation Computer(s)** – Joanna Henshaw
- **Multi-Regional Caucus** – (suggested by Region 2. TBA) Nancy Rekowski
- **Delegate Letter** – Kaye Gardner

Awards Committee: Award announcement and deadlines posted to the website in January.

Regional Directors: To oversee the information that is provided to states and chapters.

Website Committee: To post the registration form and delegate form on the Home page of the website.

Elections Committee: Deadlines for candidates and delegates registration [with forms] will be posted to the website in January.



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

Bylaws Committee: Deadlines for proposals and proposal forms to the website in January.

Elections Committee: To evaluate the Oath of Office and revise.

Membership Committee: To revise member transfers to accommodate involuntary transfers.

The board must have all possible business done the first & second week in December in order to have time off during the holidays. [except for emergencies].

Meeting adjourned @ 4:45 pm.

(To meet at the call of the president if the need arises over the next two days.)

Submitted by:

Joanna Henshaw
AVVA National Secretary