



## ***AVVA PRESIDENT'S REPORT AUGUST 2024***

The AVVA Board hasn't met face-to-face since last April; however, since then, I have worked on preparing for the upcoming Leadership Conference.

Since my last report I have:

- Answered scores of emails, phone calls, and the returned voicemails.
- Met with the officers online
- Wrote one (1) article for The Veteran magazine.
- Wrote one (1) AVVA Board report
- Wrote one (1) VVA Board report.
- Met with the Finance Committee in April.
- Attended the local AVVA meeting.
- Responded to four (4) Ring Central voicemails.
- Completed the process for Sales Tax Exemption in MD
- Continued the creation and development of a job description and expense budget for two at-large directors that will be presented for consideration to the 2025 delegates at the convention.
- Served as Elections Chair for the 2024 TN State Association AVVA elections
- Submitted Elections Results of TN State Officers to Region 3 Director and Database Coordinator
- Created the incorporation charter for MD Chapter 1091 and Florida Chapter 1059.
- Shipped four (4) orders of Paper Safes.
- Met online with the Officers and P & P Committee Chair
- Updated membership renewal letter with latest information.
- Reconciled credit card receipts for May 2024.
- Consulted with the National Parliamentarian via telephone on proper procedure regarding elections and our bylaws.
- Met with TN State Association Officers & R-3 Director concerning election procedure.
- Flag booklet printed and delivered for distribution.
- Met with Spousal and Survivor Benefits (SB) Committee to update the brochure.
- Coordinated the printing and delivery of the updated SB brochure.
- Renewed our MOU with Command Headquarters.
- Shipped supplies from the Natl office to Reno with the help of the office staff.

### ***Preparation for the Leadership and Education Conference, Reno, NV***

- Ordered gifts for Leadership bags.
- Ordered gifts for Luncheon Speakers
- Prepared agendas for the Board meeting, luncheon, and membership meetings.
- Met with Service Officer that will assist us in our seminar
- Met with S & S Committee Co-Chairs in preparation of seminar x 2



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- Ordered and printed luncheon place cards.
- Developed and submitted the handout for the Leadership notebook.
- Arranged for a Board dinner on Monday night.
- Purchased two tables in the vendor area: Product Sales and Membership.
- Wrote introductions to the seminar, luncheon speakers, and Commendation Medal recipient.
- Reordered extra bag gifts.
- Wrote Welcome address.
- Ordered gift for seminar speaker.

### Travels:

- In June, I traveled to the TN State Association meeting to hold their elections at no cost to National

*Sharon*