



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

AVVA Board of Directors Meeting

January 13, 2022

Double Tree Hotel, Silver Spring, MD

Call to Order:

President Sharon Hobbs called the meeting of the AVVA Board of Directors to order at 9:00 AM (EST) on Thursday, January 13, 2022. The meeting was held in Inspiration Room 2 at the Double Tree Hotel in Silver Spring, MD. Participants included both onsite and online attendees.

Opening Ceremonies:

President Hobbs recognized National Chaplain, Bobbie Morris to call for a moment of silence, and deliver the invocation. Secretary Nina Schloffel led the assembly in the *Pledge of Allegiance*.

Board of Directors' Roll Call:

Secretary Nina Schloffel called the roll.

President: Sharon Hobbs
Vice President: Kathy Andras*
Secretary: Nina Schloffel
Treasurer: Kaye Gardner
Region 1: Vacant
Region 2: Bobbie Morris*
Region 3: Hope Summers*

Region 4: Joanne Blum
Region 5: Penny Meinhardt
Region 6: Rick Talford*
Region 7: Terry Rangel
Region 8: Jennifer Ellis*
Region 9: Kelly Frederickson

* Indicates remote attendee

A quorum was established.

Other Attendees / Guests:

Chair, National Elections Committee, Nancy Montgomery
Chair, National Finance Committee, Susan Price
National Parliamentarian, Barbara Miller, PRP*
Deputy Region 6, Barbara Coan*
Deputy Region 7, Laura Fuentes
Member, National Elections Committee, Ann Rice
AVVA Member, Betty Pike

* Indicates remote attendee

Welcome:

President Hobbs welcomed the Board and Guests attending the meeting. The



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president then provided a summary of her meeting with VVA president, Jack McManus. President Hobbs concluded her remarks with a positive statement about AVVA's renewed relationship with VVA.

Meeting Planner Report:

Meeting Planner Wes Guidry joined the meeting. We discussed our current dining and other hotel accommodations. Wes informed the assembly that this Double Tree Hotel had been closed for about two years. He also stated that despite staffing and resource concerns, the hotel management is working to provide the best level of service possible.

Wes shared that the Leadership Conference will be held August 12th – 14th at the Hyatt Regency in downtown Greenville, SC. In addition to Southern hospitality, we can expect an abundance of places to get a great meal.

Planning meetings for the Leadership Conference begin later this week. The negotiated room rate is \$120 per night. Also, seminars will be 90 minutes each, and AVVA will have at least one seminar. More information will be available as we get closer to the conference.

In closing, Wes informed the board that the 2023 National Convention will be in Orlando, FL. All convention activities will be held at the Rosen Centre Hotel.

The Board thanked Wes for the information he provided, and for his continued support of AVVA.

Agenda:

President Hobbs amended the agenda under Section IV, Visiting Guests, to add subsection C. Tom Burke and under Section V, General Orders, to add subsection I. AVVA 990 Discussion.

Motion (#1) – Moved by Region 7, Terri Rangel, and seconded, to accept the agenda as amended. President Hobbs called for a vote by roll call. Secretary Schloffel called the roll and recorded the votes.

Adopted by Unanimous Vote

Approve Minutes from November 18, 2021 Board Meeting:

Motion (#2) – Moved by Region7, Terri Rangel, and seconded, to adopt the minutes for the November 18, 2021, Board of Directors Meeting, as presented.

Adopted w/o Objection



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Consent Calendar:

Motion (#3) – Moved by Region 3, Hope Summers, and seconded, to add the Consent Calendar (see attachment) to the permanent record.

Adopted w/o Objection

Policy and Procedure Proposals:

Motion (#4) – Moved by the Membership Committee, no second required, to revise Membership, Section 7.I.H.1.a-f to delete text for subsection 7.I.H.1.a, then renumber subsequent text accordingly.

Adopted by Unanimous Vote

Motion (#5) – Moved by the Membership and Members in the Justice System Committees, no second required, to revise Membership, Section 7.I.I.2-4, Members in the Justice System, to delete text for subsections I.I.2-4 (numbered incorrectly as 2., 1., 2., 3., 3.a., and 4.) and add new text as subsections I.I.2-6.

Adopted w/o Objection

Motion (#6) – Moved by the Membership and Members in the Justice System Committees, no second required, to revise Membership, Section 7.III.A.1-10 to delete the Incarcerated Veteran Application form F-MEM07.09, and renumber forms F-MEM07.05, F-MEM07.07, F-MEM07.08, and F-MEM07.10 to be in sequential order, and to update Forms, Section 10.II Membership Forms and the AVVA website, accordingly.

Adopted w/o Objection

Motion (#7) – Moved by the Finance Committee, no second required, to revise text in Travel Policy, Section 12.III.2.a to read: ‘a. Mileage to and from the airport will be calculated based on the current IRS rate.’ Additionally, subsections III.2.b and 2.c. will be stricken and will not be replaced with new text or subsections.

Adopted w/o Objection

Budget:

Finance Chair, Susan Price, presented the proposed budget. President Hobbs noted that the budget includes a \$500 stipend per deputy, to help defray expenses for travel to the August Leadership Conference. The president advised Regional Directors that travel within their respective regions must be pre-approved. Approval requests must be accompanied by a summary of the presentation they will be making during the proposed trip. As with all travel, an After Action Report is required.

Motion (#8) – Moved by the Finance Committee, no second required, to approve the budget as presented (see attachment). President Hobbs called for a vote by roll call. Secretary Schloffel called the roll and recorded the votes.

Adopted by Majority Vote (10 yes, 1 no)



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Paper Safe Update:

In November, the Board approved up to \$20,000 to print 10,000 Paper Safes. If necessary, the Contingency fund would be used to pay for the printing.

Although the final cost of printing 10,000 Paper Safes was almost \$18,000, the good news is that full amount was funded with donations.

The Paper Safes are now available in boxes of 50. They can be ordered through Nancy Switzer.

BREAK - 10:05 AM to 10:20 AM.

President Hobbs reconvened the meeting at 10:20 AM (EST)

Secretary Nina Schloffel called the roll. A quorum was established. (11 present of 11)

AVVA Partnership - Birth Defects Registry:

President Hobbs proposed partnering with the Birth Defects Registry (BDR). The president noted that members of AVVA's Toxic Exposure Committee, VVA's Agent Orange Committee, and the Birth Defects Registry are planning to co-produce a promotional video for the Registry. Creating links from our website to this video, and possibly to the BDR registration site, might be ways to establish such a partnership.

Motion (#9) – Moved by Region 7, Terri Rangel, and seconded, to partner with the Birth Defects Registry. President Hobbs called for a vote by roll call. Secretary Schloffel called the roll and recorded the votes.

Adopted by Unanimous Vote

President Hobbs thanked the Board for supporting our partnership with the Birth Defects Registry.

Motion (#10) – Moved by Region 4, Joanne Blum, and seconded, to donate \$2000 from the Helping Hands budget to the Birth Defects Registry. President Hobbs called for a voice vote.

Adopted by Unanimous Voice Vote

Vendor Update:

Vice President Kathy Andras reported that our current vendors have agreed to continue their associations with AVVA. Links to Military Best and Command Headquarters remain embedded in the AVVA website under products.



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Agent Orange Teardrop – Approve Use on Minnesota Monument:

Motion (#11) – Moved by Vice President, Kathy Andras, and seconded, to allow VVA member, Maynard Kaderlik (MN), to use the Agent Orange Teardrop on a monument in Minnesota. President Hobbs called for a vote by roll call. Secretary Schloffel called the roll and recorded the votes.

Adopted by Unanimous Vote

Update on P & P Housekeeping:

Policy and Procedures Chair, Nina Schloffel, reported that P & P references to Incarcerated Veteran(s), Veterans in the Justice System, and AIVI. were changed to Incarcerated Member(s), Members in the Justice System, and AIMI, respectively. These changes affected Sections 7, 3, 11 and related tables of contents.

Appoint VVA Advisor:

Motion (#12) – Moved by Region 7, Terri Rangel, and seconded, to accept VVA President, Jack Manus, as AVVA Advisor for the 2021 - 2023 term.

Adopted Without Objection

AVVA 990:

Motion (#13) – Moved by Region 5, Penny Meinhardt, and seconded, to accept the 990 as presented. President Hobbs called for a vote by roll call. Secretary Schloffel called the roll and recorded the votes.

Adopted by Unanimous Vote

LUNCH BREAK - 11:30 AM to 1:00 PM

President Hobbs reconvened the meeting at 1:00 PM (EST)

Region 2 Deputy Director, Nancy Rekowski, remotely joined the meeting at 1:00 PM.

Secretary Nina Schloffel called the roll. A quorum was established (11 present of 11))

AVVA Commendation Medal:

President Hobbs announced that Don Jones (OH) is awarded the AVVA Commendation Medal. Don’s hard work and exceptional dedication to veterans, and their families, was first noted in his home state of Ohio. While continuing to advocate on behalf of Ohio’s veteran community, Don stepped up his advocacy to the national level. Don served on the AVVA National Board, was a key member of the AVVA Finance Committee, and chaired AVVA’s Veterans in the Justice System Committee.



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The Board sent Don their best wishes and congratulations.

Convention Business Meeting Minutes:

The Board discussed the minutes for the 2021 AVVA National Convention.

Motion (#14) – The President moved, without objection, the action to be taken is that the minutes posted on the AVVA Website from the 2021 AVVA Convention be accepted as posted. Hearing no objections, the motion is ***Adopted by Unanimous Consent***

Leadership Conference Assignments:

- A. Awards – Mary Anne Newman, Kathy Andras (VISTA)
- B. Educational Seminar – Executive Board
- C. Luncheon – Joanne Blum, Jennifer Ellis (Advisor, Kathy Andras)
 - a. Gifts - \$7.00 - \$8.00 limit. Select 3 – 4 possible gifts for Board to decide on in April
 - b. Programs, Menu Cards
 - c. Obtain Speaker – Sharon Hobbs
- D. Office Hours Schedule – Nina Schloffel
- E. Product Sales Schedule – Penny Meinhardt, Rick Talford (Advisor, Kaye Gardner)
- F. Project Friendship – Hope Summers, Bobbie Morris (Advisor, Kaye Gardner)
 - a. Choose 2 – 3 possible charities, Sandy Miller will assist with final selection
 - b. Before April BOD, present E-Motion to approve charity.
 - c. Create flyer
 - d. Goal - \$12,000
- G. Possible Seminar(s) – Program Rejuvenation (15 minutes per Program)
 - a. Create Widows Support Group Program (Advisor – Dr. Tom Hall)
- H. Registration Cost – VVA

Announcements:

President Hobbs reminded attendees that this Saturday morning beginning at 9:00 AM, Elections Chair, Nancy Montgomery will conduct a two hour training session on the Elections process. The training will be at the National Office in the Harbison Room on the first floor. The door to National Office will be locked, but Secretary Schloffel has a key.

2022 is an election year for our States, Chapters and At-Large members. It's important that each of us understands our respective roles in the Elections process. Elections Chair Nancy Montgomery is always available for questions. As part of Saturday's presentation, Chair Montgomery has prepared a handbook with key Elections information. This information will also be available to any who are unable to attend the training.

Region 4, Joanne Blum, spoke to the importance of actively recruiting dual members. President Hobbs observed that having an AVVA dual member encourage other VVA members to become dual members is the kind of support we need.



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Round Table Discussion:

President Hobbs opened the floor to questions and general discussion. Among the topics discussed was the role of dual members in the Incorporation Process. Specific concerns were around the number/percentage of dual members allowed to sign an Incorporation petition. Incorporation Chair, Bobbie Morris, stated that the question is being addressed by the committee. Once the Incorporation Committee agrees on some guidelines, the proposed change will be submitted to the P & P Chair. If appropriate the policy change will be put before the Board as an E-motion.

Barbara Miller, PRP, has agreed to accept appointment as AVVA National Parliamentarian. President Hobbs noted that Barbara will keep this Board on track, in line, and doing what's right. On behalf of the Board, President Hobbs thanked Barbara for coming back. We are all happy to be working with her again.

Region 9, Kelly Frederickson, asked for some direction as to where she might share some fundraising ideas. President Hobbs suggested that a place to start might be with the National Treasurer and the Finance Committee Chair.

Other Board comments addressed AVVA's Strategic Plan and the how the motto "Together Always" fits in today's environment. The topic will continue to be addressed as we review, and update, our Strategic Plan.

Adjournment:

Having no further business, the January 13, 2022, Board Meeting adjourned at 2:25 pm (EST).

The Board was put on notice to meet at the call of the President, if the need arises, over the next two days.

Submitted by,

Nina D. Schloffel
AVVA National Secretary

Attachments: Consent Calendar
Budget Proposal



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CONSENT CALENDAR

January 2022

Motion Out of Region 2: to accept the appointment of Terry Novak (PA), Barbara Blood (NY) and Margaret Wojciechowicz (NJ) to the Region 2 Disciplinary Panel at no cost to national.

Motion Out of Membership Committee: to accept Jennifer Ellis (OR), Bobbie Morris (PA), and Ruth Feliciano (OR) as members at no cost to national.

Motion Out of VISTA Committee: to accept Wynella Bethards as a member at no cost to national.

Motion Out of Region 3: to accept the appointment of Deborah Musolino (NC), Wynella Bethards (KY) and Beverly Pounds (TN) to the Region 3 Disciplinary Panel at no cost to national.

Motion Out of Leadership Development: to accept Nina Schloffel (Sec), Kathy Andras (VP), and Kaye Gardner (Treas) as members.

Motion Out of Region 4: to accept the appointment of Sharon D'Aleo (FL), Carolyn Mitchler (GA), and Diana Schaak, (FL) to the Region 4 Disciplinary Panel at no cost to national.

Motion Out of Elections Committee: to accept Ann Rice (TN), Wynella Bethards (KY) Linda Haberkorn (PA), and Kathy Reddick (CA) as members. With Special Advisor: Suzie Meeks (TX), All, at no cost to national.

Motion out of Disciplinary Committee: to accept Nina Schloffel (CA), John Birch (OR), and Kathy Mattingly (KY) as members at no cost to national.

Motion out of Awards Committee: to accept Suzanne Blohm-Weber (FL), Barbara Sue Crego (AZ,) and Carl Curtis (PA) as members at no cost to national.

Motion out of Spousal & Survivor Benefits Program: to accept Jean Kloos (OR), Gail Broussard (LA), Ora Wall (LA), Bobbie Morris (PA) and Hope Summers (SC) as members at no cost to national.

Motion Out of Bylaws: to accept Penny Chamousis (CA), Kim Biddle (FL), and Nancy Rekowski(PA) as members at no cost to national.

Out of Region 8: to accept the appointment of Willa Burgess (MT), Linda Blocher (OR), and John Birch (OR) to the Region 8 Disciplinary Panel at no cost to national.

Motion out of Region 5: to accept the appointment of Holly Tookulo (IN), Betty Pike (MI), and LaDonna Ryzdewski (IL) to the Region 5 Disciplinary Panel at no cost to national.

Motion out of Product Sales: to accept Bobbi Heidenrich (MI) and Kristy Strickland (MI) as members at no cost to national.

Motion out of Incorporation Committee: to accept Susan Price (TN), Mary Anne Newman (FL) and Ann Rice (TN) as members at no cost to national.

Motion out of Condolence Committee: to accept Fran Davis (MO) and Paula Davis (MO) as members at no cost to national.

Motion out of Incorporation Committee: to accept Nancy Rekowski (PA) as Special Advisor at no cost to national.

Motion out of Region 7: to accept the appointment of Suzie Meeks (TX), Paula Braxton (LA), and Socorro Fierro (TX) to the Region 7 Disciplinary Panel at no cost to national.



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Motion out of Finance Committee: to accept Kathy Andras (LA) and Charlita Corbin (National Finance Dept.) as members at no cost to national.

Motion out of Government Affairs: to accept Kelly Frederickson (CA), Nancy Switzer (NY), and Nancy Rekowski (PA) as members at no cost to national.

Motion out of Region 6: to accept the appointment of Fran Davis (MO), Pat Furno (WI), and Diane Kuhn-Nicholson (KS) to the Region 6 Disciplinary Panel at no cost to national.

Motion out of Strategic Planning: to accept Kathy Andras (LA), Nina Schloffel (CA), and Kaye Gardner (MD) as members. To accept Susan Price as a Special Advisor; both members and advisor are at no cost to national.

Motion out of Policies & Procedures: to accept Barbara Coan (MO), Joanne Blum (FL), and Hope Summers (SC) as members at no cost to national.

Motion out of Secondary PTSD (PTSD2) program: to accept Wynella Bethards (KY) and Barbara Coan (MO) as Vice-Chairs at no cost to national.

Motion out of History Committee: to accept Elaine Simmons (WV) and Mary Miller (PA) as members at no cost to national.

Motion out of Region 9: to accept the appointment of Alma Chaika (CA) and Joanna Henshaw (NV) to the Region 9 Disciplinary Panel at no cost to national.

Motion out of Public Relations: to accept Alma Chaika (CA), Michelle Mackey (CA), and Joanna Henshaw (NV) as members. With Special Advisors: Steve Mackey (CA), Mike Kennedy (CA), and Gene Crego (AZ), both members and advisors are at no cost to National.

Motion out of Members in the Justice System: to accept Joanne Blum as a member at no cost to national.



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AVVA NATIONAL BUDGET PROPOSAL TYE 2023

| TAX YEAR END 2023 | TOTAL EXECUTIVE BOARD | TOTAL REGIONAL DIRECTORS | TOTAL GENERAL & ADMINISTRATIVE | TOTAL COMMITTEES & PROGRAMS INCLUDING G & A | TOTAL REVENUE & EXPENSES |
|---------------------------|-----------------------|--------------------------|--------------------------------|---|--------------------------|
| ESTIMATED REVENUE | | | | | \$ 172,479.00 |
| AWARDS | \$ 300.00 | | \$ 200.00 | \$ 1,200.00 | \$ 1,500.00 |
| CONSULTANTS | \$ - | \$ - | | \$ - | \$ - |
| CONTRIBUTIONS | \$ - | \$ - | \$ 3,000.00 | \$ 5,000.00 | \$ 5,000.00 |
| CONTINGENCY | \$ - | \$ - | \$ 25,000.00 | \$ 25,000.00 | \$ 25,000.00 |
| DUES, SUBS, PUBS | \$ - | \$ - | | \$ 570.00 | \$ 570.00 |
| FURNITURE & EQUIPMENT | \$ - | \$ - | | \$ - | \$ - |
| INSURANCE | \$ - | \$ - | \$ 1,500.00 | \$ 1,500.00 | \$ 1,500.00 |
| MEETING FACILITIES | \$ - | \$ - | \$ 400.00 | \$ 1,000.00 | \$ 1,000.00 |
| MISCELLANEOUS | \$ 625.00 | \$ 500.00 | \$ 3,200.00 | \$ 8,275.00 | \$ 9,400.00 |
| OFFICE SUPPLIES | \$ 700.00 | \$ - | \$ 2,000.00 | \$ 3,000.00 | \$ 3,700.00 |
| POSTAGE | \$ 250.00 | \$ - | \$ 500.00 | \$ 5,450.00 | \$ 5,700.00 |
| PRINTING | \$ 100.00 | \$ - | \$ 500.00 | \$ 14,800.00 | \$ 14,900.00 |
| PROFESSIONAL FEES | \$ - | \$ - | \$ 1,500.00 | \$ 2,550.00 | \$ 2,550.00 |
| PUBLIC RELATIONS | \$ - | \$ - | | \$ - | \$ - |
| SHIPPING | \$ 100.00 | \$ - | \$ 500.00 | \$ 4,450.00 | \$ 4,550.00 |
| TAXES, LICENSES, etc. | \$ - | \$ - | | \$ - | \$ - |
| TRAINING & DEVELOPMENT | \$ - | \$ - | | \$ - | \$ - |
| TRAVEL - (BOARD MEETINGS) | \$ 20,969.00 | \$ 23,330.00 | | \$ 3,830.00 | \$ 48,159.00 |
| TRAVEL - (CONF/CONV) | \$ 7,833.00 | \$ 16,298.00 | | \$ 8,725.00 | \$ 30,826.00 |
| TRAVEL & RELATED EXPENSES | \$ 5,624.00 | \$ 5,500.00 | | \$ 7,000.00 | \$ 18,124.00 |
| | \$ - | \$ - | | \$ - | \$ - |
| TOTAL | \$ 36,531.00 | \$ 45,598.00 | \$ 38,300.00 | \$ 90,350.00 | \$ 172,479.00 |

COLUMN D- GENERAL & ADMINISTRATIVE TOTALS ARE INCLUDED IN COLUMN E, COMMITTEES & PROGRAMS

TOTAL ESTIMATED REVENUE \$ 172,479.00 INC. MEMBERSHIP, FUNDRAISING, INTEREST, & CONTINGENCY

TOTAL ESTIMATED EXPENSES \$ 172,479.00

PRESENTED BY: SUSAN PRICE, FINANCE COMMITTEE CHAIR