



Associates of Vietnam Veterans of America, Inc.
8719 Colesville Road · Suite 100 · S. 20910-3919
Telephone: (301) 585-4000 · www.avva.org

AVVA Board of Directors Meeting
August 12, 2023
Rosen Center, Suite 235
9840 International Drive, Orlando FL

Opening Ceremonies:

President Sharon Hobbs called the meeting to order at 7:59 AM (EDT). Secretary Nina Schloffel was in place. Chaplain Bobbie Morris (PA) was recognized to deliver the invocation and observe a moment of silence. Vice President Kathy Andras (LA) led the assembly in the Pledge of Allegiance.

Board of Directors' Roll Call:

Secretary 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: Wynella Bethards

Region 4: Mary Anne Newman
Region 5: Tony Gigli
Region 6: Barbara Coan
Region 7: Terri Rangel
Region 8: Jennifer Ellis
Region 9: Kelly Frederickson

A quorum was established

Additional Attendees:

Kim Biddle (FL)
Joanne Blum (FL)
Gail Courville (LA)
Ruth Feliciano (OR)
Penny Meinhardt (MI)
Nancy Montgomery (VA)
Lori Paton (NY)
Beverly Pounds (TN)
Susan Price (TN)
Diana Schaack (FL)

Deputy Director, Region 4
At-Large Rep, Florida
Deputy Director, Region 5
Deputy Director, Region 8
Deputy Director, Region 6
Chair, Elections Committee
Deputy Director, Region 2
Deputy Director, Region 3
Chair, Finance Committee
Chapter Rep AVVA 1048

Agenda:

Motion (#1) – Region 5, Tony Gigli, moved, and was seconded, to adopt the agenda as presented.

Adopted by Unanimous Consent



Associates of Vietnam Veterans of America, Inc.
 8719 Colesville Road · Suite 100 · S· 20910-3919
 Telephone: (301) 585-4000 · www.avva.org

Appointments:

A. Committees:

Motion #2: President Hobbs moved to appoint Chairpersons for National Committees as follows:

Awards	Tony Gigli
Bylaws	Wynella Bethards
Chaplain/Condolence	Bobbie Morris
Database	Suzie Meeks
Disciplinary	Joanne Blum
Elections	Nancy Montgomery

Adopted by Unanimous Consent

Motion #3: President Hobbs moved to appoint Chairpersons for National Committees as follows:

Finance	Susan Price
Historian	Kaye Gardner
Incorporation	Bobbie Morris
Leadership Development	Sharon Hobbs, Kathy Andras
Members in the Justice Sys.	Mary Anne Newman

Adopted by Unanimous Consent

Motion #4: President Hobbs moved to appoint Chairpersons for National Committees as follows:

Membership	Terri Rangel
Policies and Procedures	Nina Schloffel, Barbara Coan
Product Sales	Penny Meinhardt
Strategic Plan	Nancy Rekowski
Website	Joanna Henshaw

Adopted by Unanimous Consent

B. Programs:

Motion ##5: President Hobbs moved to appoint Chairpersons for National Programs as follows:

From Heartbreak to Hope	Kathy Andras/Nina Schloffel
Helping Hands Grant	Kathy Andras
Paper Safe	Nancy Switzer
Project Friendship	Treasurer (Kaye Gardner)

Adopted by Unanimous Consent



Associates of Vietnam Veterans of America, Inc.
8719 Colesville Road · Suite 100 · S· 20910-3919
Telephone: (301) 585-4000 · www.avva.org

Motion #6: President Hobbs moved to appoint Chairpersons for National Programs as follows:

Secondary PTSD	Nina Schloffel
Survivor & Spousal Benefits	Jennifer Ellis, Beverly Pounds
Toxic Exposure	Nancy Switzer, Nadine Owen
VISTA	Kathy Andras

Adopted by Unanimous Consent

C. Advisors:

Motion #7: President Hobbs moved to appoint VVA President, Jack McManus and VVA Homeless Veterans Committee Chair, Sandy Miller as Advisors to AVVA for the 2023 – 2025 term.

Adopted by Unanimous Consent

D. Parliamentarian:

Motion #8: President Hobbs moved to appoint Barbara Miller, PRP as National Parliamentarian for the 2023 – 2025 term.

Adopted by Unanimous Consent

Budgets:

President Hobbs introduced Finance Chair, Susan Price. Chair Price provided a brief overview of the budget process. She then informed the Board that budgets are due by December 1st. The Finance Committee will, however, provide training on the budget process at the October BOD meeting. Board members will have the opportunity to prepare their budgets during the training session.

Chair Price announced that budget to actuals through the first half of this fiscal year are right on target and our investments are performing well.

Travel for October:

The October Board meeting will be on Thursday, October 19th. The master list for funded AVVA attendees has been released to VVA. Board members can reserve their hotel rooms immediately. This can be done using the E-room reservation form on the VVA website at <https://vva.org/e-room-reservations/>.

Regional Directors will travel to Silver Spring on Wednesday, October 18th. Officers travel on Monday, October 16th. Return flights should be booked for Sunday, October 22nd.

Flights can be booked through the travel agency Let's Travel at 1-337-363-4444. If you



Associates of Vietnam Veterans of America, Inc.
8719 Colesville Road · Suite 100 · S· 20910-3919
Telephone: (301) 585-4000 · www.avva.org

prefer to make your own travel arrangements, you'll need to use your personal credit card to pay for your flight and submit a request for reimbursement.

If you need advanced funds, submit your request to the Treasurer as soon as possible.

The Expense Reimbursement/Advance Fund Form (F-Fino4.01 is available on avva.org.

Documents:

Secretary Schloffel distributed the following policy agreements to the Board to review, then sign:

- Personal Information
- Conflict of Interest
- Confidentiality
- Code of Ethics
- Sexual Harassment

Secretary Schloffel advised Committee Chairs that their committee members must each sign a Confidentiality Policy Agreement. The signed Confidentiality Agreements should be retained by the Committee Chair through the end of the 2023-2025 term. Secretary Schloffel noted that Board members serving on committees are not required to sign a second Confidentiality Agreement.

Homework:

President Hobbs made the following 'Homework' assignments:

- Regional Directors:
 - Choose your disciplinary committee
 - Contact your state and chapter Reps or Presidents
 - Contact your VVA State Council President
- Deputy Regional Directors:
 - Become familiar with your job description
- Committee Chairs:
 - Choose your committee members

Miscellaneous Motions:

Motion #9: The Finance Committee moved to change the per diem payment, effective October 1, 2023, from \$45.00 per day to \$50.00 per day.

Adopted by Unanimous Consent



Associates of Vietnam Veterans of America, Inc.
8719 Colesville Road · Suite 100 · S· 20910-3919
Telephone: (301) 585-4000 · www.avva.org

Motion #10: Region 2, Bobbie Morris, moved and was seconded, to housekeep the P & P Manual throughout the term when needed. Such housekeeping will in no way change the content of the policy unless warranted by related bylaws amendments.

Adopted by Unanimous Consent

Adjournment:

Having no further business, President Hobbs adjourned the meeting at 9:15 AM (EDT).

Submitted by,

Nina D. Schloffel
AVVA National Secretary