



**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

September 12, 2025

Virtual Meeting - GoToMeeting

**Call to Order:**

President Hobbs called the regular meeting of the Associates of Vietnam Veterans of America (AVVA) to order at 12:00 PM (Eastern). Secretary Nina Schloffel was in place. The meeting was conducted virtually using the GoToMeeting conferencing application.

**Opening Exercises:**

President Hobbs recognized National Chaplain, Bobbie Morris, to observe a Moment of Silence and deliver the invocation. Vice President Kathy Andras led the assembly in the *Pledge of Allegiance*.

**Board of Directors Roll Call:**

Secretary Schloffel called the roll

President:	Sharon Hobbs	Region 4:	Mary Anne Newman
Vice President:	Kathy Andras	Region 5:	Tony Gigli
Secretary:	Nina Schloffel	Region 6:	Barbara Coan
Treasurer:	Joanne Blum	Region 7:	Terri Rangel
Region 1:	Vacant	Region 8:	Jennifer Ellis
Region 2:	Bobbie Morris	Region 9:	Michelle Mackey
Region 3:	Wynella Bethards		

Quorum established.

**Other Attendees:**

Ruth Feliciano	Deputy, Region 8
Brendia Nix	Deputy, Region 4
Susan Price	National Chair, Finance Committee

**Agenda:**

**Motion (#1)** – Moved by Region 2, Bobbie Morris and it was seconded, to adopt the agenda as presented.

***Adopted without objection***



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**Committee/Position Restructures;**

**Motion (#2)** – On behalf of the Executive Board, Secretary Schloffel moved (no second required), to establish the committees: Helping Hands Grant, Product Sales, and Project Friendship, as subcommittees of the Finance Committee.

**Adopted by Unanimous Consent**

**Motion (#3)** – On behalf of the Executive Board, Secretary Schloffel moved (no second required), to establish the position of Chaplain as a voluntary rotational assignment.

**Adopted by Unanimous Consent**

**Appointments;**

**Motion (#4)** – President Hobbs moved to appoint Chairpersons for National Committees as follows:

Awards	Tony Gigli
Bylaws	Wynella Bethards
Disciplinary	Joanne Blum
Elections	Nancy Montgomery
Database	Suzie Meeks

**Adopted by Unanimous Consent**

Finance	Susan Price
Helping Hands Grant	Kathy Andras
Product Sales	Penny Meinhardt
Project Friendship	Joanne Blum
Government Affairs	James McCormick
Historian	Michelle Mackey
Incorporation	Bobbie Morris
Leadership Development	Kathy Andras

**Adopted by Unanimous Consent**

**Motion (#5)** – President Hobbs moved to appoint Chairpersons for National Committees as follows:

Members in the Justice System	Mary Anne Newman
Membership	Terri Rangel
Policies and Procedures	Barbara Coan
Website	Joanna Henshaw

**Adopted by Unanimous Consent**



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**Motion (#6)** – President Hobbs moved to appoint Chairpersons for National Programs as follows:

From Heartbreak to Hope	Kathy Andras
Paper Safe	Nancy Switzer
Secondary PTSD	Nina Schloffel

**Adopted by Unanimous Consent**

**Motion (#7)** – President Hobbs moved to appoint Chairpersons for National Programs as follows:

Spousal and Survivor Benefits	
Regions 1 – 5	Beverly Pounds
Regions 6 – 9	Jennifer Ellis
Toxic Exposure	Nancy Switzer
VISTA	Kathy Andras

**Adopted by Unanimous Consent**

**Motion (#8)** – President Hobbs moved to appoint the following VVA Advisors:

Paper Safe	Marc McCabe, Mokie Porter
Secondary PTSD	Dr. Tom Hall
Toxic Exposure	Sandie Wilson

**Adopted by Unanimous Consent**

**Motion (#9)** – President Hobbs moved to appoint Barbara Miller, PRP, as National Parliamentarian.

**Adopted by Unanimous Consent**

**Travel for October:**

- A. E-Room Reservations
  - a. E-Reservations through ‘Resources’ link on vva.org.
  - b. Deadline is September 17<sup>th</sup>.
    - i. Late bookings requests will not be accepted.
    - ii. Book into a hotel other than the Sheraton at Pentagon City – AVVA will only cover cost equivalent to negotiated rate at the Sheraton.
- B. Travel
  - a. Can arrange your own transportation or,
  - b. Book through contracted agency – ‘Let’s Travel’ at 337-364-4444.
  - c. Travel by car or other than air – mileage will be reimbursed at a rate not to exceed comparable airfare.



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- d. Luggage fee for one bag is reimbursable.
- e. Tolls for bridges or roads is reimbursable.
- C. Per Diem - \$50.00 per day (departure date to return home).
- D. Taxi / Shuttle / Airport Parking – all are reimbursable expenses (with receipts).

### **Miscellaneous:**

- A. Regional Disciplinary Panel - Appoint three to five members. Send names (and states) to National Secretary by October 10<sup>th</sup>.
- B. VVA Advisors
  - a. VVA Committees can have up to two AVVA advisors.
  - b. Each Board member required to be advisor on two VVA Committees.
    - i. Submit requisite Advisor Report for each committee to National Vice-President.
  - c. National Secretary will send out list of VVA Committees. Respond to Secretary with first, second, and third choices.
- C. AVVA Reports – Board, Committee/Program, due to Secretary by October 10<sup>th</sup>
- D. P & P Proposals – Due to P & P Chair (Barbara Coan) by October 10<sup>th</sup>
- E. Saturday Morning at Board Meeting – Vice President Kathy Andras provided a brief overview of forthcoming Saturday education sessions. Do not leave until noon or later on Saturday.
- F. Orientation – Secretary Schloffel provided an overview of the orientation scheme and topics.
- G. Consent Calendar:
  - a. President Hobbs outlined the intent and principles of the Consent Calendar.
  - b. Consent Calendar entries, e.g., Committee, Program and Disciplinary Committee members, accepted by Secretary until October 10<sup>th</sup>.

### **Adjournment:**

Having no further business President Hobbs adjourned the virtual meeting at 12:58 PM (Eastern).

Submitted by:

Nina Schloffel  
National Secretary  
Associates of Vietnam Veterans of America, Inc.