

National Secretary: Quarterly Report – April 2022

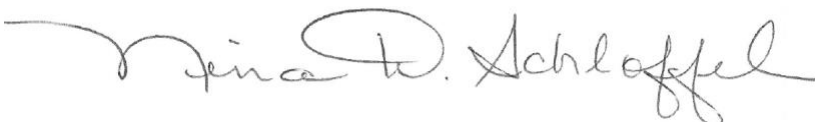
My activities for January – April 2022 included:

- Attended January National BOD meeting
- Participated in VVA Substance Abuse and PTSD Committee meeting and submitted related advisor report
- Participated in VVA Minority Affairs Committee meeting and submitted related advisor report
- Attended Elections training conducted by National Elections chair
- Prepared minutes for the January board meeting
- Processed electronic motions as needed
- Participated in two executive board sessions
- Participated in one Strategic Planning session
- Coordinated GoToMeeting conferencing sessions as needed
- Maintained AVVA Flash notice subscriber file
- Prepared and sent AVVA Flash notices as required
- Provided advice and counsel to the Board, National Committee Chairs and the general membership as needed.

I am currently preparing for the April Board meeting. These activities include:

- Collecting, logging, and submitting quarterly Board and Committee reports for publication on the AVVA website.
- Organizing and distributing pre-meeting documentation for Board review.
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- Collecting, organizing, and printing documents for meeting packets
- Preparing BOD meeting packets.

Thank you for your continued support.

A handwritten signature in black ink, reading "Nina D. Schloffel". The signature is fluid and cursive, with a large loop at the end of the last name.

Nina Schloffel
AVVA National Secretary