



## **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  
September 3, 2019

### **Call to Order:**

President Joanna Henshaw called the special online meeting of the AVVA Board of Directors to order at 5:08 PM (PDT) on Tuesday, September 3<sup>rd</sup>. The meeting was conducted using the GoToMeeting conferencing application.

### **Special Announcement:**

President Henshaw announced that due to ongoing health issues, Region 4 Director, Jeri Wallis, has resigned. Deputy Director, Susan Henthorn, will serve as Region 4 Director for the remainder of the 2019 -2021 term.

### **Board of Directors Roll Call:**

Secretary Nina Schloffel called the roll.

President: Joanna Henshaw  
Vice President: Kaye Gardner  
Secretary: Nina Schloffel  
Treasurer: Kathy Andras  
Region 1: Frances Guevremont  
Region 2: Bobbie Morris  
Region 3: Hope Summers

Region 4: Susan Henthorn  
Region 5: Don Jones  
Region 6: Fran Davis  
Region 7: Terri Rangel  
Region 8: Vacant  
Region 9: Tim Von Bon - Absent

A quorum was established

### **Agenda Approval:**

Hearing no objections, President Joanna Henshaw approved the agenda.

### **Minutes:**

**Motion (#1):** Moved by Secretary Nina Schloffel, and seconded by Vice President Kaye Gardner to adopt the minutes from the July 15, 2019 BOD meeting as presented.

**ADOPTED**



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### **AVVA Forms and Documents on a PC:**

President Henshaw explained how using the “Enable Editing” option of WORD enables PC users to readily transcribe information to AVVA forms and other documents.

### **Committee Appointments:**

**Motion (#2)** moved by Vice President Kaye Gardner, and seconded by Treasurer Kathy Andras to accept the following persons as committee chairs/co-chairs:

- Susan Price (Interim) - Finance Committee
- Nancy Montgomery - Elections Committee
- Add Kathy Andras as Co-chair with Susan Henthorn - VISTA Committee
- Fran Guevremont and Bobbie Morris, Co-chairs - Veterans Benefits Committee

**ADOPTED**

**Motion (#3)** moved by Vice President Kaye Gardner, and seconded by Treasurer Kathy Andras to accept the following persons as committee members:

- Finance Committee: Don Jones, Deborah Williams, Kathy Mattingly, Kathy Andras
- Veterans Benefits Committee: Helen Simpson (PA), Nina Schloffel (CA), Hope Summers (SC), Sue Crego (AZ), Nancy Switzer (NY), Larry Matika (RI), Deb Michalenka (RI)
- Incorporation Committee: Nancy Rekowski (PA), Nancy Switzer (NY), Jennifer Ellis (OR), Anne Rice (TN)

**ADOPTED**

### **Policy Change:**

*Policy change to Section 6.XII.E strikes the words “shop.com” as AVVA no longer uses the link.*

**Motion (#4)** moved by the Website Committee, no second required, to accept the proposed change to Policy and Procedures Section 6.XII.E as submitted. **ADOPTED**

### **Other Business:**

The board will be reviewing updates to the Paper Safe at the October board meeting. President Henshaw announced that preliminary copies of the proposed revisions are being distributed prior to the meeting. The board should come prepared to produce a print ready document at the October meeting.



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President Henshaw advised that business cards and badges would be available at the October board meeting.

**Adjournment:**

Having no further business, President Henshaw adjourned the September 3<sup>rd</sup> special online board meeting at 5:58 PM (PDT).

Submitted by,

Nina D. Schloffel  
AVVA National Secretary