



Board of Directors Meeting Minutes

The first meeting of the newly elected Board of Directors was held on Saturday, November 6, 2021, at the Sheraton Four Seasons, 3121 W Gate City, Greensboro, NC. The meeting was called to order by President Sharon Hobbs at 9:02am. The invocation and Moment of Silence were given by Bobbie Morris, Region 2 Director; the Pledge of Allegiance was led by Kathy Andras, Vice President.

The Secretary, Nina Schloffel, called the roll: Note: Region 1 is vacant

President:	Sharon Hobbs	Region 2:	Bobbie Morris	Region 6:	Barbara Coan (Deputy)
Vice President:	Kathy Andras	Region 3:	Hope Summers	Region 7:	Terri Rangel
Secretary:	Nina Schloffel	Region 4:	Joanne Blum	Region 8:	Jennifer Ellis
Treasurer:	Kaye Gardner	Region 5:	Penny Meinhardt	Region 9:	Kelly Frederickson

A quorum was established with eleven board members present; one excused.

Motion # 1: To accept the agenda as amended. ***Adopted***

After congratulating everyone on their election or reelection and welcoming everyone to the board meeting, President Hobbs proceeded in appointing Committee Chairs for the 2021-2023 term.

Motion # 2: To accept the following Committee Chairs. ***Adopted***

- Awards: Mary Anne Newman
- Bylaws: Barbara Coan
- Chaplain/Condolence: Bobbie Morris
- Data Base Coordinator: Suzie Meeks
- Disciplinary: Joanne Blum

Motion # 3: To accept the following Committee Chairs. ***Adopted***

- Elections: Nancy Montgomery
- Finance: Susan Price
- Government Affairs: Sharon Hodge
- Historian: Kaye Gardner
- Incorporation: Bobbie Morris

Motion # 4: To accept the following Committee Chairs. ***Adopted***



Leadership Development: Sharon Hobbs (vice chair, Kathy Andras)

Members on the Justice System Hope Summers

Membership: Terri Rangel

Paper Safe: Nancy Switzer (Vice Chair: Mokie Porter)

Policies & Procedures: Nina Schloffel

Motion # 5: To accept the following Committee Chairs. **Adopted**

- Product Sales: Penny Meinhardt
- Public Relations: Kelly Frederickson
- Strategic Plan: Nancy Rekowski
- Website: Co-Chairs, Joanna Henshaw & Michelle Mackey

Motion # 6: To accept the following Program Chairs. **Adopted**

- Helping Hands Grant: Kathy Andras
- Project Friendship: Kaye Gardner
- Secondary PTSD (PTSD2): Nina Schloffel
- Spousal & Survivor Benefits: Jennifer Ellis
- Toxic Exposure: Co-Chairs, Nancy Switzer & Nadine Owen
- VISTA: Kathy Andras

Motion # 7: To accept the following Committee and Program Advisors. **Adopted**

- Paper Safe: Marc McCabe & Rick Switzer
- Project Friendship Sandy Miller
- Toxic Exposure: Sandie Wilson, Tom Owen, Marc McCabe & Jerry Klein

Motion # 8: To accept Barbara Miller as the National Parliamentarian. **Adopted**

Motion # 9: (Out-of-committee) To accept the following members to the Toxic Exposure Committee at no cost to national: Mokie Porter, Jennifer Ellis, Pat Furno, Mary Miller, and Betty Mekdeci, **Adopted**



President Hobbs reminded everyone that due to this unusual year, budgets will be due in a few weeks. Finance Chair, Susan Price, will send out the forms and will be available to help anyone needing her assistance. Remember, until the new budget is passed, the current budget is still in effect.

We will be going to Silver Spring, MD, in January for a face-to-face board meeting. Dates will be announced later; travel arrangement will be discussed later too. On Saturday morning, the educational class will be State and Chapter Election Review and Data Base recording.

President Hobbs recognized the Secretary, Nina Schloffel, and asked her to have the board sign the following documents:

- Personal information form
- Conflict of Interest form
- Code of Ethics
- Sexual Harassment

President Hobbs asked for volunteers to help develop a Document Retention policy for AVVA. Contact either the Secretary or President if interested.

The following assignments were given to the board. All due in January 2022.

- Memorize the Mission and Vision Statements
- Regional Directors are to contact their AVVA State Reps and State Presidents and provide them with their contact information.
- Regional Directors are to contact their VVA State Council Presidents and provide them with their contact information.
- Committee Chairs are to choose their committee members.
- Everyone become familiar with their job description (P & P Section 1)
- Regional Directors are to choose their Disciplinary Committees.

Online orientation will most likely take place before the meeting in January. A date and time will be announced later.

AVVA will break for the holidays from December 19 – Jan 2nd.

Motion # 10: To allow the Secretary to “housekeep” the Policies & Procedures Manual throughout the term when needed. Such “housekeeping” will in no way change the content of the policy unless warranted by a related bylaw amendment. **Adopted**

Announcements:

- VVA Convention Closing Ceremonies will be immediately after the meeting where we will present our Project Friendship donation to the Combat Female Veterans Families United.



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

- Encourage dual membership after returning home
- Encourage incorporation
- We will communicate online until the January meeting
- Send Consent Calendar inclusions to President Hobbs for the time being.
- If you (committee chairs) have an urgent policy change for the Board to review, get those to Nina before January.

With no more business to come before the Board, the meeting was adjourned at 9:43am.

Recorded by: Sharon Hobbs

Nina Schloffel, National Secretary