



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

AVVA Board of Directors Meeting April 22, 2021

Call to Order:

President Joanna Henshaw called the online meeting of the AVVA Board of Directors to order at 9:15 AM (PDT) on Thursday, April 22, 2021. The meeting was conducted and recorded using the GoToMeeting conferencing application.

Opening Ceremonies:

President Henshaw called on Treasurer Kaye Gardner, to lead the assembly in the Pledge of Allegiance. Chaplain Bobbie Morris then led the assembly in a short prayer, followed by a Moment of Silence.

Board of Directors Roll Call:

Secretary Nina Schloffel called the roll.

President: Joanna Henshaw	Region 4: Susan Henthorn
Vice President: Kaye Gardner	Region 5: Don Jones
Secretary: Nina Schloffel	Region 6: Rick Talford – excused (ill)
Treasurer: Kathy Andras	Region 7: Terri Rangel - vacation
Region 1: Frances Guevremont	Region 8: Vacant
Region 2: Bobbie Morris	Region 9: Tim Von Bon - excused
Region 3: Hope Summers	

A quorum was established.

*Region 7: Terri Rangel, joined the meeting at 11:01 AM

*Region 9: Tim Von Bon, joined the meeting at 11:30 AM

Other Attendees/Guests:

Rev. Orlando McGruder – National Parliamentarian
Cecilia Essenmacher – Chair, Policy Procedures Committee/Deputy Director, Region 5
Kathy Mattingly – Chair, Finance Committee
Nancy Montgomery – Chair, Elections Committee

Agenda:

Motion (# 1) – Moved by Region 5, Don Jones, second by Region 2, Bobbie Morris, to accept the agenda as presented. ***Adopted Without Objection***



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Electronic Motions:

Electronic Motions

April 22, 2021

IEM118: The Secretary moves to adopt the minutes from the March 10, 2021 Online Board Meeting. *(Second by Region 9, Tim Von Bon)*

MOTION ADOPTED WITHOUT OBJECTION.

IEM 119 - The president moves to extend the deadlines for candidate registrations and for award nominations as follows *(Second by Region 5, Don Jones)*:

- Candidate Registrations will be extended to June 1, 2021.
- Award Nomination deadlines will be extended to June 30, 2021.

AMENDMENT TO IEM119:The treasurer moves to amend IEM119 to not extend Candidate Registration beyond the current deadline and to extend the Awards Nominations deadline to June 20, 2021. *(Second by Region 6, Rick Talford)* **AMENDMENT WITHDRAWN BY MAKER**

AMENDMENT TO IEM119:The Treasurer moves to amend IEM119 such that the main motion is divided to separate the issues into two discrete motions. *(Second by Region 9, Tim Von Bon)*

- Motion IEM119 moves to extend the Candidate Registration deadline from April 1, 2021 to June 1, 2021.
- Motion IEM120 moves to extend the Awards Nominations deadline from May 10, 2021 to June 20, 2021.

AMENDMENT ADOPTED BY UNANAMOUS VOTE (10 yes, 0 no)

IEM119: Moves to extend the Candidate Registration deadline from April 1, 2021 to June 1, 2021. **ADOPTED BY MAJORITY VOTE (6 yes, 4 no)**

IEM120: Moves to extend the Awards Nominations deadline from May 10, 2021 to June 20, 2021. **ADOPTED BY UNANAMOUS VOTE (10 yes, 0 no)**

Motion (# 2) – Moved by Secretary Nina Schloffel, second by Vice President Kaye Gardner, to confirm and enter into the permanent record, all electronic motions made between the March 10, 2021 and the April 22, 2021 board meetings. ***Adopted Without Objection***



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Old Business:

A. Vehicles for Charity – Treasurer Kathy Andras shared her findings, and answered questions, regarding the Vehicles for Charity Program. Treasurer Andras recommended entering into a contractual agreement with Vehicles for Charity provided AVVA has the option to cancel at any time, without prior notice, or accrued penalties. Treasurer Andras will contact Vehicles for Charity to obtain a copy of their standard contract.

Motion (# 3) – Moved by Treasurer Kathy Andras, second by Region 3, Hope Summers, to enter into an agreement with Vehicles for Charity contingent on approval of the contract by the National Board. **Adopted Without Objection**

B. Scholarship Committee Recommendations – President Henshaw reviewed the recommendations package from the Scholarship Committee. The package was submitted to the board in advance of this meeting and included the following documents:

- Recommendation to the Board of Directors – Scholarship Fund (processes and recommendations)
- Associates of Vietnam Veterans of America, Inc. Scholarship Program (program description)
- Application for the AVVA Elayne Mackey Second Chance Scholarship
- Donor Letter (draft)
- Associates of Vietnam Veterans of America, Inc.- Who We Are

In reviewing the Scholarship Committee recommendations, President Henshaw emphasized that the dates listed in the program process document are target dates. Actual implementation dates are, by necessity, flexible. Other than references to implementation dates, the committee recommends adopting the scholarship program processes as presented.

Motion (# 4) – Moved by the Scholarship Committee, (no second required) to adopt the Scholarship Program process as defined in the Scholarship Committee recommendations presented on April 22, 2021. **Adopted by Majority Vote (4 yes, 4 no – tie vote, outcome determined by President's vote. President voted 'yes')**

C. National Convention –

- Convention Registration Fees – What's Included For Registrants?
 - Convention Book
 - Bag and Convention 'Swag'



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- Registrant ID's
- Neck Wallet and Life Member/Delegate Ribbons

Motion (# 5) – Moved by Region 5, Don Jones, second by Vice President, Kaye Gardner, to establish Convention registration fees at: \$65.00 Advance Registration and \$85.00 Onsite Registration. **Adopted Without Objection**

- Convention Bags – VVA is using bags remaining from the Spokane Convention. These will be supplemented with additional purchases of the same VVA logo'd bags. AVVA has several options in the way of bags. President Henshaw will be presenting these at a Convention Planning meeting to be held in late May or early June.
- Updates to Convention Information – President Henshaw provided the latest information regarding hotel shuttles, dining options, handicap accessibility and potential amenities.
- Luncheon Speaker – President Henshaw announced that the speaker at the AVVA Luncheon is Sandra G. Robinson or her designee. Ms. Robinson is the founder of Combat Female Veterans Families United. The organization is this year's AVVA Project Friendship partner.
- Sunday Hotel Bookings – President Henshaw confirmed that Sunday night accommodations at the Sheraton are not guaranteed. She suggested that any who plan to arrive on Sunday book a room at an alternate hotel and to book as soon as possible. Many hotels have a no fee cancellation policy. If possible, use one of these hotels. Circumstances might change, so we may be cancelling these rooms. More information is expected as we approach the Convention dates.

D. **Fundraise Up Final Information** – President Henshaw advised that collection fees for Fundraise Up are not 3%, but are closer to 4% – 6% plus \$.30. However, there are a number of unique features provided by Fundraise Up. These include an option for donors to make monthly donations, auto generated donor thank you notes and access to numerous fundraising reports. President Henshaw referenced an inhouse study conducted by Fundraiser Up, that concluded that donors are willing to cover collection costs 92% of the time. There were no questions asked, nor objections made, regarding the revised collection costs associated with Fundraise Up.

Policy Proposals:

Motion (# 6) – Moved by the Incorporation Committee (no second required), to revise text within Incorporated Subsidiaries, Section 2, Various Subsections, so as to streamline the Incorporation process. **Adopted Without Objection**



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Motion (# 7) – Moved by the Membership Committee (no second required), to change Committee Policies, Section 11.XV.C, Membership Committee, by revising text to describe duties as currently performed by the Membership Committee Chair. **Adopted Without Objection**

Motion (# 8) – Moved by the Finance and P & P Committees (no second required), to change Committee Policies, Section 11. IX.C.2.b, 3.c.d & .e; 4 & 5, Finance Committee, to separate general Finance Committee tasks from Committee Chair duties, and to name the National Treasurer as co-custodian of budget to actual expenses and AVVA bank financials. **Adopted Without Objection**

Motion (# 9) – Moved by the Elections and P & P Committees (no second required), to change Elections, Section 5. V.A, State Level Elections, & Section 5.VI.A, Chapter Level Elections, by adding text that allows newly formed states or chapters to hold their first election before the next election cycle. **Adopted Without Objection**

Motion (# 10) – Moved by the P & P Committee (no second required), to change Section 11 XVIII, Policy and Procedure Committee, by revising text to clarify the steps associated with the Policy Change Process. **Adopted Without Objection**

Motion (# 11) – Moved by the Elections and P & P Committees (no second required), to change Elections, Section 5.I.C-F, General Elections Rules, by adding a new subsection 'C' that disallows both absentee voting (any level), and proxy voting (Bylaws Article III). **Adopted Without Objection**

Motion (# 12) – Moved by the Finance and P & P Committees (no second required), to change Accounting, Section 4.VI.A.d 990-N, Financial Reporting Procedures, in conjunction with IRS processing changes on form 990-N (IRS no longer sends an acknowledgement of filing). **Adopted Without Objection**

Motion (# 13) – Moved by the P & P Committee (no second required), to change Committees, Section 3.II.J.1 to more accurately describe the extent of chair interactions with the National Membership Department. **Adopted Without Objection**

Motion (# 14) – Moved by the Incorporation Committee (no second required), to change Committee Policies, Section 11.XI.C, Incorporation Committee, to add new subsections 5,7 & 8, then renumber existing subsections 6-7 to 9-10 to establish responsibility for compiling, and submitting to the Finance Committee Chair, a yearly list of incorporated states and chapters. Additional text define tasks and responsibilities associated with the Annual IRS Verification process. **Adopted Without Objection**

Break 11:00 AM – 11:13 AM



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New Business:

President Henshaw announced that the Marine Corp League in Louisiana is holding a Survivor Benefits Seminar this Saturday, April 24th. The seminar will be streamed live on Facebook. President Henshaw agreed to send the Facebook link out to the board.

Information / Assignments (National Convention):

President Henshaw reviewed tasks and assignments for the National Convention. The next Convention Planning Meeting will be held in late May or early June.

To be determined:

- Projected number of delegates/registrants
 - Donations for bags – collection, shipping
- Extra Bags?

Announcement:

Region 4 Director, Susan Henshaw, made it her mission to bury the unclaimed cremains of indigent veterans. Susan ensures that these veterans receive burials with full military honors. The daughter of one those veterans, Denise M. Clark, sent a special thank you card praising Susan's efforts in repatriating the remains of her father, Willie Clark. President Henshaw shared Ms. Clark's message and acknowledged Director Henthorn's selfless dedication to our veterans.

Adjournment:

Having no further business, President Henshaw adjourned the meeting at 12:58 PM (PDT).

Submitted by,

Nina D. Schloffel
AVVA National Secretary