



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
April 14, 2025
Sheraton Pentagon City
900 Orme Street
Arlington, VA

Call to Order:

President Sharon Hobbs called the regular meeting of the AVVA Board of Directors to order at 9:00 AM (EDT) on Thursday, April 14, 2025 in the Commonwealth 3 Room, 1st Floor, Sheraton Pentagon City, Arlington, Virginia. Secretary Nina Schloffel was in place.

Opening Exercises:

In the absence of National Chaplain, Bobbie Morris, President Hobbs recognized Barbara Coan, Region 6 Director, to lead the invocation and observe a Moment of Silence. Vice President Kathy Andras led the assembly in the Pledge of Allegiance.

President Hobbs welcomed the Board, Deputies and visitors attending today's meeting.

Board of Directors Roll Call:

Secretary Schloffel called the roll

President: Sharon Hobbs (TN)	Region 4: Mary Anne Newman(FL)
Vice President: Kathy Andras (TX)	Region 5: Tony Gigli (IN)
Secretary: Nina Schloffel (CA)	Region 6: Barbara Coan (MO)
Treasurer: Kaye Gardner (MD)) *	Region 7: Terri Rangel (TX)
Region 1: Vacant	Region 8: Jennifer Ellis (OR)*
Region 2: Lori Paton, Deputy (NY) **	Region 9: Vacant
Region 3: Wynella Bethards (KY)	

Note: * Excused

**Region 2 Director, Bobbie Morris (PA) – Excused
Parliamentarian, Barbara Miller (MD) - Excused

Quorum established.

Other Attendees:

Pam Barks (IL) – Vice President, Illinois State Association



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Other Attendees (Cont'd):

Joanne Blum (FL) – Chair, National Disciplinary Committee

Gail Courville (LA) – Deputy Director, Region 7

Alice LeFleur (LA) – Member, AVVA Chapter 215

Nancy Montgomery(VA) – Chair, National Elections Committee

Susan Price (TN) – Chair, National Finance Committee

Barbara St. Martin Cho (NJ) – Member, AVVA Chapter 327

Margaret Wojciechowiez (NJ) – Veterans Service Officer

Agenda:

President Hobbs proposed amending the agenda to add item 'E', Capitol Hill Visit, under ***General Orders***.

Motion (#1) Region 6, Barbara Coan, moved, and it was seconded, to accept the agenda, as amended.

Adopted by Unanimous Consent

Approve Minutes:

Motion (#2) Secretary Schloffel, moved, and it was seconded, to accept the January 2025 minutes as presented.

Adopted by Unanimous Consent

Officer and Board Reports Updates:

There were no updates to Officer or Board reports.

Committee and Program Reports Updates:

Finance Committee Chair, Susan Price, reported that AVVA is financially sound. Contributions continue to come in and despite interest rate reductions, investments are doing well. Susan commented that the Board stayed within last year's budgets and that FY 2026 Committee and Board budgets have been approved and emailed. Committee and Board budgets will be reviewed Saturday morning.

President Hobbs thanked the Board and Committee Chairs for their reports. She also remarked that some committees have become obsolete and will be retired. Plans are to introduce new committees post-Convention.

Consent Calendar:

Motion (#3) Region 7, Terri Rangel, moved and it was seconded, to accept the motions



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listed in the April Consent Calendar (attached) into the permanent record.

Adopted by Unanimous Consent

Out-of-Committee Proposals:

Motion (#4) On behalf of the Elections Committee, Secretary Schloffel, moved, no second required, to change Policy and Procedures Section 1, Position Responsibilities, Article XIV Subsection A.2.a to strike all text following the words 'every quarter.'

Then change Subsection A.2.b to strike the entire subsection.

Then change Subsection A.5 after the words 'National Conventions' to strike the phrase 'and shall vote by the wishes of their state'.

Adopted by Unanimous Consent

Motion (#5) On behalf of the Elections Committee, Secretary Schloffel, moved, no second required, to change Policy and Procedures Section 1, Position Responsibilities, Article XIV Subsection B.2 after the words 'at least' to strike the words 'one (1) year, with no pending disciplinary actions against them'. Then insert the phrase 'three (3) years and have been actively involved in AVVA for at least one (1) year.'

Then change Subsection B.3 after the words 'served as' to strike all text and insert the words 'one or more of the following positions:' then insert the following as bulleted items:

- Incorporated Chapter or State Officer, or
- Unincorporated Chapter or State Representative, or
- National Officer, or
- Official Delegate to State Meetings, or
- Chair or member of a National Committee

Adopted by Unanimous Consent

Motion (#6) On behalf of the Elections Committee, Secretary Schloffel, moved, no second required, to change Policy and Procedures Section 1, Position Responsibilities, Article XV Subsection B.2 to strike the words 'one (1) year and insert 'three (3) years and have been actively involved with AVVA for at least one (1) year.'

Then change Subsection B.3 to strike all text after the words 'Must have served as' and insert the words 'one or more of the following positions:', then insert the following as bulleted items:

- Incorporated Chapter or State Officer, or
- Unincorporated Chapter or State Representative, or
- National Officer, or



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- Official Delegate to State Meetings, or
- Chair or member of a National Committee

Adopted by Unanimous Consent

Motion (#7) On behalf of the Elections Committee, Secretary Schloffel, moved, no second required, to change Policy and Procedures Section 1, Position Responsibilities, Article XV Subsection C.2 to strike all text after the words 'at least', then insert the text 'three (3) years and have been actively involved with AVVA at least one (1) year.'

Then change existing subsection C.3 to subsection C.4 and insert the following text as the new subsection C.3:

3. Must have served as one or more of the following positions:

- Incorporated Chapter or State Officer, or
- Unincorporated Chapter or State Representative, or
- National Officer, or
- Official Delegate to State Meetings, or
- Chair or member of a National Committee

Adopted by Unanimous Consent

Policy and Procedure Proposals:

No regular Policy and Procedure Proposals were submitted for Board approval.

Electronic Motions:

No Electronic Motions were processed for this report period.

General Orders:

A. Budget Approval:

Motion (#8) On behalf of the Finance Committee, Chair Susan Price moved, no second required to accept the budget for Fiscal Year 2026 as presented.

Adopted by Unanimous Consent

B. Flag Booklet Update:

President Hobbs informed the assembly that since being introduced at last year's Leadership Conference, 5,000 Flag Brochures have been sent. While the brochures will always be cost free, with the larger orders we're asking for a \$10.00 donation to help with shipping.



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C. Mail Chimp Update:

Secretary Schloffel reported that the recent update increased our Mail Chimp audience from just under 4000 to nearly 10,000. Since January, Mail Chimp has been used for three AVVA Flash Notices. As we get closer to Convention, Mail Chimp will be used to disseminate related information.

D. Bylaws Review: Postponed until Saturday morning.

President Hobbs announced that the Bylaws Committee will be conducting a review of the proposed Bylaws amendments when this meeting reconvenes Saturday morning. Board Members are expected to be familiar with the proposed changes in order to be prepared for questions from the delegates or other members.

E. Capitol Hill Visit:

Wynella Bethards, Barbara Coan, Tony Gigli, and Terri Rangel participated in a visit to Capitol Hill. They met with representatives and senators to discuss veterans' issues, including research on biological descendants affected by toxic exposures, and veterans' HealthCare concerns. The meetings were educational and underscored the importance of making appointments and effective advocacy. Challenges included missed appointments and the need for better planning for future visits

Convention Updates:

A. Awards: Andras, Gigli

VISTA – Andras: Deadline for VISTA was March 20th. Hours are being tallied.

National Awards – Gigli: Deadline for all National Awards is May 15th. So far, two Member of the Year and two Cathy Keister Spirit of Excellence nominations have been received. Tony suggested that Regional Directors actively solicit their states and chapters for candidates for a National Award.

B. Business Meeting Overview: Hobbs

President Hobbs provided a summary of the activities, schedule and venue for the August 7th Business Meeting. Highlights included:

- Primary task is approve changes to our Bylaws and conduct whatever business is necessary to get AVVA through the next two years,
- Elections Chair will provide the number of credentialed delegates.
- Convention Rules will be read by two people.



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- Proposed Bylaws amendments will be read by the Bylaws Chair.
- Delegates can address the body one at time, on one of two microphones. One microphone will be designated for 'Pro' comments, the other for 'Con' comments.
- The Elections process begins Friday morning. If we fail to complete business on Thursday, the session shall resume after the election

----- BUSINESS PAUSED FOR MEETING PLANNER REPORT 9:20 AM (EDT) -----

Meeting Planner Report:

Wes Guidry, VVA Meeting Planner, joined the meeting at 10:35 AM (EDT). First order of business was the afternoon's celebration of the 50th Anniversary of the Ends of the Vietnam War

- Transportation to the Wall is by three buses
- Busses will display the VVA logo.
- Scheduled departure is 2:15 PM. Be in front well prior to departure time.
- It is not necessary to be on the same bus coming and going.
- Reception at the Press Club follows the ceremony.

Preparations for the upcoming convention in New Orleans were discussed. Highlights include:

- This Convention is expected to be the largest yet.
- Book hotel rooms through e-reservations asap.
- Hotel does NOT provide airport shuttle service.
- Hotel policy is to impose a credit card hold of \$65.00 per day upon check-in.
- Parking is \$20.00 per day.
- All Convention activities will be in the Marriott Hotel.
- Tuesday night event headlined by an oldies band
- Friday night event features a tribute singer who does Neil Diamond, country artists, etc.

----- BUSINESS RESUMED AT 9:45 AM (EDT) -----

Convention Updates (Cont'd) :

C. Business/bylaws computer – Schloffel
Will have laptop onsite.

D. Convention Rules – Ellis, Pounds
Will read the rules during the Business Meeting.



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E. Credentialing Update – Montgomery

Delegate registration deadline – June 30th. Have received 23 delegate registrations.

F. Election Rules – Montgomery

Will read rules before elections. Updating rules with Secretary Schloffel to be approved by Parliamentarian.

G Evaluation Questionnaire – Ellis, Andras

In progress. Will be full sheet this time. When design is completed, Secretary Schloffel will arrange for printing.

H. Flags – Gigli

Flags are packed (5) and ready for transport to Convention. Charlie Hobbs to provide flag setup schematic and protocols.

I. Information Booklets – Schloffel

Researching printers in New Orleans area.

J. Luncheon – Gardner, Paton, Coan, Courville, Feliciano

Proposed all-in-one tool kit as luncheon gift.

Motion (#9) Region 4, Mary Anne Newman, moved, and it was seconded, to purchase 300 red all-in-one tools with AVVA imprint for luncheon gifts.

Adopted by Unanimous Consent

K. Office Schedule – Schloffel

In progress. Will distribute to Board to select shifts. Office hours will be 9:00 AM to 4:00 PM , when open. Shifts will an hour and a half.

L. Product Sales – Meinhardt

Product Sales staff will arrive on Sunday Kathy will work with Penny to determine staffing and schedules.

Motion (#10) Region 7, Terri Rangel, moved, and it was seconded, to purchase T-shirts to sell at Convention at a cost not to exceed \$1,500.00

Adopted by Unanimous Consent

M. Project Friendship (Volunteers of America) – Hobbs

BOD will distribute Project Friendship flyers to the VVA Board and State Council Presidents. Electronic copies of the flyer will be emailed to all Regional Directors to share with their states and VVA counterparts. Nina will send a Mailchimp notice that announces Volunteers of America as our 2025 Project Friendship.



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N. Registration – Montgomery

200 Convention bags have been ordered. Donations for the bags are forthcoming. Registration staff arriving on Sunday. Registration on Tuesday will have four shifts With three people per shift.

O. Sergeant-at-Arms – Hobbs

Kathy Andras and Bobbie Morris are Convention Sergeants-at-Arms.

P. Vendor Tables – Hobbs

Have ordered two vendor tables. We can then keep Product Sales separate from T-shirt sales. Vendor setup is Monday at noon.

Announcements:

The meeting will recess before noon. We can then have lunch before leaving for the Wall.

Tomorrow will be business as usual. We will attend the VVA Board Meeting in the morning, then go into committee breakouts for the rest of the day.

Additional Convention Information: AVVA will pay the Board's registration fees and AVVA Luncheon tickets. Nina will have you fill out your Convention Registration forms when the Board Meeting reconvenes this Saturday. She will collect, then send the forms to the National Office.

The Officers, Registration, and Product Sales will arrive at Convention on Sunday. The Board, will arrive early Monday morning.

Schedules for Product Sales and the AVVA Office will be out shortly.

President Hobbs will bring the 'big' Project Friendship check to Convention.

There will be no Board Meeting the Saturday after Convention. Instead, the first meeting of the new Board will be online. Orientation will also be an online session. It will be held ahead of the October Board Meeting. Since there will be no Saturday meeting, the Board can leave for home as early as Saturday afternoon.

End of Term Reports: Nina will provide the due date for End of Term Reports. In addition to listing your accomplishments, thank your committee members and let them know that their service ends at the end of the term.

Recess:

Having no further business, President Hobbs recessed the meeting at 11:40 AM (EDT), to resume at 9:00 AM, (EDT) on Saturday, April 26, 2025.

----- **RECESS ENDED -SATURDAY, APRIL 26, 2025** -----



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Call to Order:

In the absence of President Sharon Hobbs, Vice President Kathy Andras called the regular meeting of the AVVA Board of Directors to order at 9:00 AM (EDT) on Saturday, April 26, 2025 in the Commonwealth 3 Room, 1st Floor, Sheraton Pentagon City, Arlington, Virginia. Secretary Nina Schloffel was in place.

Opening Exercises:

Vice President Kathy Andras led the assembly in the Pledge of Allegiance. The assembly remained standing to observe a Moment of Silence.

Vice President Andras thanked the Board and guests for attending the meeting.

Board of Directors Roll Call:

Secretary Schloffel called the roll

President: Sharon Hobbs (TN)*	Region 4: Mary Anne Newman(FL)
Vice President: Kathy Andras (TX)	Region 5: Tony Gigli (IN)
Secretary: Nina Schloffel (CA)	Region 6: Barbara Coan (MO)
Treasurer: Kaye Gardner (MD)) *	Region 7: Terri Rangel (TX)
Region 1: Vacant	Region 8: Jennifer Ellis (OR)*
Region 2: Lori Paton, Deputy (NY) **	Region 9: Vacant
Region 3: Wynella Bethards (KY)	

Note: * Excused

**Region 2 Director, Bobbie Morris (PA) – Excused
Parliamentarian, Barbara Miller (MD) - Excused

Quorum established.

Other Attendees:

Joanne Blum (FL) – Chair, National Disciplinary Committee
Gail Courville (LA) – Deputy Director, Region 7
Alice LeFleur (LA) – Member, AVVA Chapter 215
Nancy Montgomery(VA) – Chair, National Elections Committee
Susan Price (TN) – Chair, National Finance Committee
Barbara St. Martin Cho (NJ) – Member, AVVA Chapter 327
Margaret Wojciechowiez (NJ) – Veterans Service Officer



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Agenda:

There was no formal agenda. Vice President Andras instead informed the assembly that the meeting had three objectives:

- To answer questions regarding 2026 budgets – Finance Chair, Susan Price
- To review proposed bylaws amendments – Bylaws Chair, Bylaws Committee
- To prepare Convention Registration – Secretary Schloffel. Treasurer Gardner

Budget Review:

Finance Chair Susan Price answered questions on criteria used in approving individual budgets.

Budget Review:

The Bylaws Committee reviewed the bylaws proposals as they will be presented at the Convention. Suggestions included reordering the proposals to minimize potential confusion. The Committee agreed to reorder the proposals as suggested.

Convention Registration:

Registration forms were distributed. Treasurer Gardner provided cost center codes to be applied to registration fees. Secretary Schloffel collected the forms and will mail them to the National Office for processing.

Having no further business, Vice President Andras adjourned that meet at 11:30 AM (EDT).

Submitted by,

Nina D. Schloffel
AVVA National Secretary

Attachment: Consent Calendar

CONSENT CALENDAR

April 2025

Motion out of the Executive Board: to discontinue the Government Affairs Committee at no cost to National.

Motion out of the Executive Board: to discontinue the Strategic Planning Committee at no cost to National.

Motion out of Executive Board: to accept the resignation of Kim Biddle (FL) as Region 4 Deputy Director at no cost to National.

Motion out of the Bylaws Committee: to accept the resignation of Kim Biddle (FL) as a member at no cost to National.

Motion Out of the Bylaws Committee: to accept Barbara Coan (MO) as a committee member at no cost to National.

Motion Out of the Bylaws Committee: to accept the appointment Nina Schloffel (CA) as committee advisor at no cost to National.

Motion out of the Spousal and Survivor Benefits (Regions 1-5) Program: to accept the resignation of Kim Biddle (FL) as a committee member at no cost to National.

Motion out of the Spousal and Survivor Benefits (Regions 1-5) Program: to accept Rebecca Thomas (TN) as a committee member at no cost to National.

Motion out of the VISTA Program: to accept the resignation of Kim Biddle (FL) as a committee member of at no cost to National.

Motion out of the VISTA Program: to accept the Diana Gilpin (FL) as a committee member of at no cost to National.