



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 6, 2017

Double Tree by Hilton Hotel

Silver Spring, MD

Inspiration Room

9:00 am: Called to order by President Sharon Hobbs
Prayer offered by Fran Davis, Chaplain
Pledge of Allegiance lead by Jeri Wallis, Region 4 Director

Roll Call by Secretary, J. Henshaw:

President:	Sharon Hobbs	Region 4:	Jeri Wallis
Vice-President:	E. Mackey (attended by phone)	Region 5:	Cecilia Essenmacher
Secretary:	Joanna Henshaw	Region 6:	Fran Davis
Treasurer:	K. Andras (Partial by phone)	Region 7:	Percilla Newberry
Region 1:	Vacant	Region 8:	J. Birch (excused)
Region 2:	Nancy Rekowski	Region 9:	Casey Farrell
Region 3:	B. Pounds (Partial by phone)		

A quorum is established.

President Hobbs welcomes the guests to the meeting.

(Guests present: Sharon Hodge, Susan Henthorn, Don Jones, Linda Haberkorn, Shirley Post, Betty Pike, Kathy Mattingly.)

President Hobbs welcomes our Parliamentarian, Barbara Miller.

MOTION 1: By Nancy Rekowski, second by Fran Davis: To accept the agenda as written.

Passed w/o objection

REGION REPORTS (additional information only)

Region 6 Director Fran Davis is scheduled to meet with a representative in Nebraska.

Region 7 Director Percilla Newberry met with VA Representative regarding one of their programs.

COMMITTEE REPORTS (additional information only)

VISTA Report turned in. To date there have been a total of 25,888.7 hours recorded.



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SECONDARY PTSD: Elayne Mackey reported that Nina Schloffel instructed a seminar for approximately 100 people in March, in Nebraska.

MOTION 2: By Cecilia Essenmacher, second by Nancy Rekowski: To accept the April Consent Calendar as follows: **Passed without objection.**

OUT OF COMMITTEES:

1. Out of the PTSD'2' Committee: To approve the Committee policy for addition to the Policy and Procedure Manual Section 11, as presented to the board November 4th, 2016.
2. Out of the Government Affairs Committee: To approve the Legislative Priorities As submitted to the board on March 7, 2017.
3. Out of Veterans Benefits Committee: To approve the addition of the committee policy to section 11 of the P&P, as submitted to the board on March 17, 2017.

MOTIONS:

1. To accept the resignation of Diane Nicholson as the AVVA National Chaplain and Condolence Program Chair, at her request.
2. To accept the appointment of Fran Davis as the AVVA National Chaplain and Condolence Program Chair.
3. To accept the appointment of Casey Farrell to the Strategic Planning Committee.
4. To accept the appointment of Hope Summers as the Region 3 Deputy Director, for the duration of the election cycle.
5. To rescind October 2016 Motion # 15: Moved by Fran Davis, second by Jeri Wallis: to create a plaque and certificate for AVVA recognition of Crosspointe Baptist Church in NC. Passed w/o objection. The Service Officer and church resigned their commitment to AVVA before the plaque was presented.

MOTION 3: By Nancy Rekowski, second by Jeri Wallis: To confirm the electronic motions processed between the October board meeting and the current board meeting: **Passed without objection.**



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1. IEM 19: To approve the October 2016 BOD Minutes as revised. Quorum achieved. **Passed w/o objection**
2. IEM 20: Motion to accept the changes listed in the Change Form for Section 8 of the P&P Manual. (changes printed and filed in the national office) Quorum achieved. **Passed w/o objection**
3. IEM 21: To accept the attached Policy, Nomination Form, and Determination Checklist for the new award, so that it can be published with the other awards in January, in the hopes that it can be awarded for the first time in 2017. Quorum achieved. Passed by vote. 9 yes, 2 not voting. **Passed**
4. IEM 22: To accept the appointment of Hope Summers, of SC, to the Nominations Chair for the Cathy Keister Spirit of Excellence Award. Quorum achieved. **Passed w/o objection.**
5. IEM 23: To remove Pamela Sheffer-Bossardet as the chair of the Veteran Benefits Committee, the Deputy Director of Region 3, and all committees at her request. Quorum achieved. **Passed w/o objection.**
6. IEM 24: To accept the attached forms/documents as a revision of the AVVA Service Officer Program Application process. Quorum achieved. **Passed w/o objection.**
7. IEM 25. Withdrawn
8. IEM 26: "All special elections are granted on a case-by-case basis. Special elections granted during a national elections year must be completed 90 days prior to the beginning of the national convention." Quorum achieved. **Passed w/o objection.**

POLICY AND PROCEDURE CHANGE REQUESTS

MOTION 4: Out of Elections Committee: Move to revise section 1XVII.B.3 to state that the elections chair is not exempt from running for office at the state and chapter levels. **Passed without objection.**

MOTION 5: Out of Incorporation Committee: Move to revise section 2 of the P&P in various areas, as presented to the board in an attached document (to be filed in National Office). Motion amended to take out the word "allow" and use "begin" in 2.I.A.1. **Passed without objection – amendment and proposal.**



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MOTION 6: Out of Elections Committee: Move to revise section 5.XIV with new language, to update the Oath of Office. ***Passed without objection.***

MOTION 7: Out of Membership Committee: Move to revise section 7.I.H.1 and add language for an I.H.2, which will add a sub-title, and add language regarding involuntary transfers of membership. ***Passed without objection.***

MOTION 8: Out of Membership Committee: Move to revise the language in section 7.II.A.3, A.4, and A.7, to simplify current language and to update the language in A.7. An amendment was offered to add the words “or state” to the proposal for A.7. ***Passed without objection – amendment and proposal.***

MOTION 9: Out of Membership Committee: Move to amend section 11, with the addition of the internal Membership Committee Policy as presented to the board. ***Passed without objection.***

MOTION 10: Out of P & P Committee: To remove the list of Duties of the Membership Chair from section 7, as it now appears in the new sub-section in section 11 of the P&P. ***Passed without objection.***

MOTION 11: Out of Disciplinary Committee: Move to amend section 11 of the P&P by adding a sub-section for the Disciplinary Committee Internal Committee Policy. ***Passed without objection.***

ADDITIONAL MOTIONS - OUT OF COMMITTEE

MOTION 12: Out of Disciplinary Committee: Move to accept the recommendations of the Disciplinary Committee Review Panel regarding an AVVA member pursuant to a disciplinary action. ***Passed without objection.***

MOTION 13: Out of P&P Committee: Move to remove the 6 forms that are related to incorporation from section 7, and add them (if necessary) to section 2 of the P&P. ***Passed without objection.***

MOTION 14: Out of P&P Committee: Move to allow the P&P Chair to add the line “Submits the annual budget request to the finance committee” to any subsections in section 11 of the P&P that do not currently include that duty. This would go under the duties of the committee chair. ***Passed without objection.***

Recess for break at 10:05 am.

Reconvened at 10:20 am.

Wes Guidry presents information regarding the upcoming convention.



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Marriot Hotel is where most events will be held. The Sheraton will host the VVA Convention.

President Hobbs requests that the regional directors notify their state representatives and presidents of the policy changes as shortly after a BOD meeting, or after electronic motions, as possible. Ask them to relay the information to their chapters once they receive it.

GENERAL ORDERS

National Foundation for Veterans and Families update: Susan Price asked that we add a link to our website to the donation account, so that people visiting our site would know about it. Asked also for a link to the donation account for the In-Memory Plaque. Don Jones of Ohio was added to the foundation board.

Susan Henthorn, GA: Susan states that she is working with several businesses in her area for donations to AVVA and/or to the In-Memory Plaque project.

In-Memory Plaque update: President Hobbs met with the Vietnam Veterans Memorial Fund (VVMF) and other DC representatives at the site of the plaque. Three mockups were presented. Version two was the one that was approved by all the entities involved. It sits at a 2" angle, and will have a bronze plate on the face, with raised bronze lettering. It will also be lighted with a chain to keep people from standing on it or tripping, and the drainage problems will be repaired, so that it will not be flooded over. The VVMF has generously offered some financial assistance to this project.

There is a plan to add the list of names connected to the plaque (currently only available online) to the end of the books listing the names appearing on The Wall.

Since this portion of the project is concluded, the task force is now adjourned.

The VVA strategic planning panels have been renamed Workgroup 1 and workgroup 2.

MOTION 15: By Cecilia Essenmacher, second by Casey Farrell: To include a small card [At no cost to AVVA], provided to us by VVMF, in our condolence cards which will inform surviving family members of the application for the in-memory list. **Passed without objection.**

President Hobbs requested volunteers to create/design a standard plaque for AVVA, which can be used for general award situations. Linda Haberkorn, Casey Farrell, and Joanna Henshaw volunteered.

MOTION 16: By Nancy Rekowski, second by Jeri Wallis: To accept the new MOU between VVA and AVVA, with one minor spelling correction. **Passed by unanimous vote.**

Joanna Henshaw reported that the requested policy information to be added to the state and chapter incorporation packets is about half done, and should be ready for the board before



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convention. Joanna asked for input from board members, if they think of subjects that they feel should be added.

Recessed for lunch at 12:05 pm.

Reconvened at 1:30 pm.

Rollcall taken – quorum established.

BYLAWS

The currently submitted bylaw amendments were discussed by board members. In compliance with parliamentary procedure and Roberts Rules, there were minor corrections to some of the amendments. They will be posted on the website for the members on or before May 16 (90 days before convention). Submissions for amendments to the bylaws will not be accepted after April 17th (120 days before convention).

MOTION 17: By Susan Price out of Finance Committee: To accept the budget for 2017-2018 as proposed. *Passed by unanimous vote.*

PAPER SAFE POLICY – A section 8 amendment to include the Paper Safe Policy was submitted by the committee.

MOTION 18: By Fran Davis, second by Nancy Rekowski: To return the above policy submission RE: section 8 to the committee for some minor corrections. *Passed without objection.*

REPORTS ON CONVENTION ASSIGNMENTS

Tuesday night there are no events, but we have volunteered to help VVA set up the VVA convention floor for the delegates.

Officers will arrive on Sunday to work on set up and convention bags, set up office, ect.

Wednesday afternoon a delegate caucus will be held for all delegates who wish to attend. Wednesday evening the AVVA convention floor needs to be set up.

AVVA Office Hours: Final chart will be sent out when we are sure of the final agenda for events.

Awards: Deadline for all awards is still May 10. VISTA hours will be accepted until April 15.

Credentialing: Registrations are coming in slowly. Only 24 delegates registered to date.



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Elections: All aspects are up to date so far.

Convention Guide Books: Joanna Henshaw presented the proposed quote from PDQ Printers in Las Vegas, as they were giving us a special price and had done a very good job on the books for 2015. The Quote was based on 200 books, and was in the amount of \$1371.54.

MOTION 19: By Secretary Henshaw, second by Cecilia Essenmacher: To accept PDQ Printers in Las Vegas, NV to create our Convention Guide Books for 2017. *Passed without objection.*

Luncheon: Casey Farrell and Fran Davis are waiting for final menu choices and will be wanting a printed program for the guests. They are working on fine details.

AVVA Luncheon Speaker: The selected speaker for the AVVA Luncheon will be Debbie Sprague, who among other accomplishments, is a bestselling author and manager of outreach, education and training for the Military and Veteran Caregiver Network (MVCN).

Product Sales: We will not be offering many items but will have a table in the “mall” area.

Project Friendship: Our recipient for this year’s project friendship donations is Volunteers of America, Homeless Veterans, in New Orleans, LA. Flyers will be passed out on Friday to the National VVA Board meeting attendees.

MOTION 20: By Cecilia Essenmacher, second by Casey Farrell: To donate \$2000.00 from AVVA National funds to Project Friendship. *Passed without objection.*

Registration: Ribbons have been counted and those needed will be ordered. Kaye Gardner, Susie Meeks, and Jeri Wallis will be arriving on Sunday, to be enabled to work Monday on the registration set up and the bags for the registered members.

Rules Committee: Nina Schloffel, Beverly Pounds, and Barbara Miller will be finalizing the Convention Rules.

Sergeant-At-Arms: Charlene Holloway from Tennessee and Antonio Perry from Nevada will be standing as Sergeants at arms.

Registration Questionnaire: A delegate survey has been created and accepted so that the delegates and guests to the 2017 convention can provide feedback to the board of directors about their experience.

Honor a Hero Fundraiser: The task force is working on the details and logistics of how to “publish” the persons who are submitted.



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President Hobbs asks that we all convey the information about the Military and Veteran Caregiver Network (MVCN) to our state and chapter representatives and presidents. Ask them to add a link to their websites if they have them, and to discuss MVCN at their next meetings.

President Hobbs reminds the board that the convention in 2019 (Spokane, WA) will be our 20th anniversary. We will begin this next October to plan for that convention. We want it to be extremely special and well-remembered.

Region 6 Director Fran Davis invites everyone to attend a veterans' function for the Gold Star Mothers, in Branson, MO April 19th.

Meeting adjourned at 4:10 pm, to reconvene at the call of the president over the next two days.

April 8: Having no further business, the meeting was not called to reconvene.

Respectfully submitted,

Joanna Henshaw
AVVA National Secretary