

**ViệtNow  
National Board of Directors Meeting  
Minutes  
Wednesday, September 21<sup>st</sup>, 2016**

Vice President Banach called the meeting to order at 3:17 PM.

**Roll Call of Officers and Directors**

<b>Board Member</b>	<b>Present/Absent</b>	<b>Arrived</b>	<b>Departed</b>
President Joe Lewis	Present		
Vice President Ed Banach	Present		
Secretary Darrell Gilgan	Present		
Treasurer Steve Rucki	Present		
Director John Bates	Present		
Director John Davis	Present		
Director Boorsma	Present		
Director Spencer	Present		

All board members were present. President Lewis led the Pledge of Allegiance and Treasurer Rucki read the ViệtNow prayer.

**Membership**

Twenty-eight packets were mailed to fifteen states. Our organization has gained three new Life Members. Thirty-nine new Members and Associates joined from twenty-one states. Three Chapter startup packets were distributed. All membership inquiries will be handled by the National office via letters and or phone calls. All National directors were asked to contact their assigned Chapters and remind them to send in updates to the National directory. Several Chapters have completed all revalidation requirements for the next year. Much discussion took place about pursuing another incarcerated Chapter. Chapter assignments for each National Director were distributed.

**Board Reports**

President Lewis was in the office during the past month to help our new Administrative Assistant to get acclimated to working for ViệtNow National Headquarters. He was in contact with all members of the ViệtNow National Board and with all of our National Committee Chairs. President Lewis had discussions with our new Administrative Assistant and our part-time office employee to define each of their duties. Work continues on updates of the ViệtNow National Headquarters Employee Handbook. The new Records Retention program is moving forward. Written report submitted.

Vice President Banach was in contact with all members of the ViệtNow National Board and with our office employees regarding membership, revalidation and other items. He

had conversations with former membership Chairman Jim Stepanek about membership. Vice President Banach led a discussion about several items related to Veterans Day activities in Washington D.C. Written report submitted.

Secretary Gilgan presented the minutes of the meeting that took place Wednesday, August 17<sup>th</sup>, 2016. Presentation of the minutes is the motion to accept them. The motion was seconded by Director Bates and passed with a unanimous vote of those present. Copies of the most recent approved minutes and a copy of the most recent approved financial report were emailed to each Chapter contact and to each committee Chair. Copies of the minutes of the Executive Sessions that took place on Wednesday, August 17<sup>th</sup>, 2016 were prepared to be presented. Secretary Gilgan traveled to ViệtNow National Headquarters on several occasions to sign checks, contracts, payables and other items. Written report submitted.

Treasurer Rucki made numerous trips to ViệtNow National Headquarters to pay bills and make deposits. While there he spent time on filing and organizing paperwork. He and Tina Carlson, our Administrative Assistant met, with a representative of Wipfli CPAs for a training class on Quick Books. Treasurer Rucki presented the balance sheet for the month of July. Presentation of the balance sheet is the motion to accept it. The motion was seconded by President Lewis and passed with a unanimous vote of those present. Treasurer Rucki presented the balance sheet for the month of August. Presentation of the balance sheet is the motion to accept it. The motion was seconded by Secretary Gilgan and passed with a unanimous vote of those present. The ViệtNow National Headquarters profit and loss statements for the months of July and August were presented. President Lewis presented a list of direct contributions to ViệtNow National Headquarters. Written report submitted.

Director Bates contacted his assigned Chapters. Written report submitted.

EMHC Chapter's sponsor reported that things are getting somewhat better. He hopes to be able to combine some groups.

SCRI Chapter's sponsor reported that all is going well. She was reminded that the Chapter's revalidation information must be submitted.

VIP West Chapter's sponsor commented about the Chapter. She was reminded that the Chapter's revalidation information must be submitted.

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TSCI Chapter is still on lock down.

Director Davis attempted to contact his assigned Chapters. He presented a report on ViệtNow National Headquarters' information/membership booth at the Kokomo Veterans reunion. Written report submitted.

Surry County Chapter's President reported that nothing is going on at the Chapter at this time. He will be going to Lexington to talk to a group about starting a Chapter.

Greater Chicago Chapter's President reported that all is well.

DuPage County Chapter's President did not return phone calls.

Rockford Charter Chapter's President reported The Chapter's POW/MIA Candlelight Remembrance Ceremony was held on September 9<sup>th</sup>, and it went very well. An Adopt a Road pickup was held on September 10<sup>th</sup>. The Chapter Color Guard presented our Nation's colors at a memorial service for Major Fred Ohr, a WWII flying ace on September 10<sup>th</sup>. The most recent Chapter breakfast took place on September 17<sup>th</sup> at the Cherry Valley Café. This month's Drop In Center meal will be on September 22<sup>nd</sup>.

Director Spencer contacted his assigned Chapters. Written report submitted.

Badger Chapter's President reported that nothing is going on right now.

Berwyn-Cicero Chapter's President reported that members took part in the American Veterans Motorcycle flag raising in honor of 9/11. The Chapter took part in the VFW picnic.

DeKalb County Chapter's President reported that the only thing they have going on is the DeKalb County Fair where they set up a booth and everything went well.

Freeport Chapter's President reported that members are getting things set for their October Stand Down.

Rock River Valley Chapter's President reported that there is nothing new to report.

The meeting was recessed at 5:33 PM and resumed at 6:09 PM.

Director Boorsma contacted his assigned Chapters. Written report submitted.

McHenry County Chapter's Vice President did not return phone calls.

Macon County Chapter's President reported that there is nothing to report until Christmas.

Pacific Northwest Chapter's President reported that members are very busy. They had a potluck, helped at the local food pantry for homeless Veterans and had a rummage sale in July.

Walworth County Chapter's representative reported that the Chapter will have a pizza party in a week or two. Not much else will go on until Christmas.

### **National Committee Reports**

(Reports are due in March, May, September and December)

Agent Orange, Sandy Davis: Sandy reported on her activities during the past month and on future activities.

Convention 2017, Director Spencer: A tentative date will be considered. Director Spencer will set up dates to visit several possible locations. He will inquire about room rates, and present our needs for rooms and other items. Director Bates and Treasurer Rucki will present other possible locations.

Convention 2018, Vice President Banach and Director Bates: A possible location was presented.

Finance, Steve Rucki: Information about the Veterans Now account was presented.

Gulf War, Anthony Barthel: President Lewis will meet with Anthony regarding the future direction of the committee and reporting requirements.

Nominating/Election 2017: Nominating/Election 2017: A committee chair will be considered. Future National elections will be by mail-in ballot. Much discussion took place about getting nomination letters out to the Chapters and At Large members. A short biography may be included with the ballots.

Parliamentary, Darrell Gilgan: A list of bylaws revisions was received from the Snake River incarcerated Chapter. Secretary Gilgan will research them and will report at the October board meeting.

POW/MIA, John Bates: Director Bates reported on his recent activities. He reported that DPAA continues to recover WWII remains in the Pacific theater of operations. Written report submitted.

VA Hospitals, Bob Gutsche: Bob reported on his activities during the past month. Written report submitted.

Veterans Homeless Program, Jack Picciolo: Director Bates will purchase needed items for the committee. Our truck had steering problems. Repairs were necessary. Vice President Banach stated that we need to track repair costs.

Veterans Incarcerated, Gennifer McArthur: President Lewis reported that Gennifer has been in contact with several inmate Veterans who have been seeking advice and help on various topics.

### **Building/Maintenance**

The replacement door for the bathroom near the Administrative Assistant's office will be installed as soon as it arrives. Director Bates will repair the handicapped access ramp. Our copy machine needs repair. A technician has been contacted.

## **Magazine**

The current issue is at the Printer.

## **Public Relations**

Donations: No donations were presented. President Lewis and Treasurer Rucki presented a proposal to move an amount of money from our investments to a line item in our budget that will be used for donations in all 50 states. The proposal was tabled until the October meeting.

Treasurer Rucki and Secretary Gilgan will represent ViêtNow National Headquarters at Veterans Day related events during the week of November 10<sup>th</sup> to November 12<sup>th</sup> in Washington DC. President Lewis and Director Bates will represent ViêtNow National Headquarters at the 20<sup>th</sup> Annual Military Banquet and Gala in Branson, Missouri during Veterans Day related activities. President Lewis will represent ViêtNow National Headquarters at the Mobility Trikes for Disabled Veterans event on Sunday, October 9<sup>th</sup>. Director Spencer, Treasurer Rucki and Secretary Gilgan will represent ViêtNow National Headquarters at the Winter Fest in New Glarus, Wisconsin during the weekend of January 13<sup>th</sup> to January 15<sup>th</sup>, 2017.

Telemarketing: President Lewis reported that a new solicitor is coming on line. Several contracts have been signed. Vice President Banach will provide information about a telemarketer who took funds that were raised for another Veterans Organization.

Secretary Gilgan made a motion to go into Executive Session at 7:16 PM. The motion was seconded by President Lewis and passed with a unanimous vote of those present.

We returned to the agenda at 7:37 PM.

Secretary Gilgan presented the minutes of the Executive Session that took place on Wednesday, August 17<sup>th</sup>, 2016. Presentation of the minutes is the motion to accept them. The motion was seconded by Director Bates and passed with a unanimous vote of those present.

## **Board Meeting dates for 2015-2016**

July 20 <sup>th</sup> , 2016	Wednesday	3:00 PM
August 17 <sup>th</sup> , 2016	Wednesday	3:00 PM
September 21 <sup>st</sup> , 2016	Wednesday	3:00 PM
October 19 <sup>th</sup> , 2016	Wednesday	3:00 PM
November 16 <sup>th</sup> , 2016	Wednesday	3:00 PM
December 17 <sup>th</sup> , 2016	Saturday	10:00 AM
January 18 <sup>th</sup> , 2017	Wednesday	3:00 PM
February 15 <sup>th</sup> , 2017	Wednesday	3:00 PM

March 22 <sup>nd</sup> , 2017	Wednesday	3:00 PM
April 19 <sup>th</sup> , 2017	Wednesday	3:00 PM
May TBD, 2017	TBD	TBD
June 21 <sup>st</sup> , 2017	Wednesday	3:00 PM

The meeting was adjourned at 7:38 PM with a motion made by Director Bates and a second by Treasurer Rucki.

Respectfully submitted,  
Darrell L. Gilgan, Secretary