

**ViệtNow**  
**National Board of Directors Meeting**  
**Minutes**  
**Wednesday, November, 16<sup>th</sup>, 2016**

President Lewis called the meeting to order at 3:06 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. Director Boorsma led the Pledge of Allegiance and Treasurer Rucki read the ViệtNow prayer.

**Membership**

Eight membership packets were mailed to seven states. Thirteen new members and associates joined from eleven states. Three Chapter startup inquiries were received. Two Chapter startup packets were distributed. Vice President Banach and Tina Carlson worked together to eliminate duplicate entries in the membership database. Five Chapters have completed all revalidation requirements for the next year. Several Chapters need to complete the requirements. Members at Large Chairman Bob Gutsche sent National Headquarters a copy of the welcome packet he sends to all new Members at Large and Associates at Large. He sends a modified version of the packet to our incarcerated Members at Large.

**Board Reports**

President Lewis presented an after action report on his trip to Branson, Missouri, to attend the 20<sup>th</sup> Anniversary Military Gala and Banquet sponsored by the POW Network. In addition, he attended a high school Veterans Day program in Milan, Tennessee. President Lewis was in contact with nearly all members of the ViệtNow National Board. He is working with Vice President Banach and Director Spencer on the ViệtNow National Headquarters Employee Handbook. Tina Carlson will take over the Records Retention program. Written report submitted.

Vice President Banach had phone or email conversations with President Lewis, Tina Carlson and other board members about various subjects. Written report submitted.

Secretary Gilgan presented the minutes of the meeting that took place Wednesday, October 19<sup>th</sup>, 2016. Presentation of the minutes is the motion to accept them. The motion was seconded by President Lewis and passed with a unanimous vote of those present. Copies of the most recent approved minutes and a copy of the most recent approved balance sheet were emailed to each Chapter contact and to each committee Chair. Copies of the minutes of the Executive Session that took place on Wednesday, October 19<sup>th</sup>, 2016, were prepared and will be presented. Secretary Gilgan traveled to ViêtNow National Headquarters on several occasions to sign checks, contracts, payables and other items. Secretary Gilgan presented an after action report on his and Treasurer Rucki's trip to Washington D.C. for Veterans Day related events. Written report submitted.

Treasurer Rucki presented the most recent balance sheet for approval. 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. Treasurer Rucki made one trip to the National Office to pay bills and make deposits. Treasurer Rucki presented an after action report on his and Secretary Gilgan's trip to Washington D.C. for Veterans Day related events. Written report submitted.

Director Bates contacted his assigned Chapters. He presented an after action report on his trip to Branson, Missouri, to attend the 20<sup>th</sup> Anniversary Military Gala and Banquet sponsored by the POW Network. Director Bates was in contact with a person about starting a new incarcerated Chapter in the state of Oregon. Written report submitted.

SCRI Chapter's sponsor was not available.

EMHC Chapter's sponsor reported that the Department of Corrections has taken over part of their area but they think that they will get it back later. The State financial situation may get better, but for now the Chapter is getting along. Revalidation information will be submitted.

VIP East Chapter's sponsor reported that they are having trouble with membership. Some members refuse to attend meetings. Apparently, members are not receiving the ViêtNow National Magazine.

VIP West Chapter's sponsor reported that other than taking attendance there is no interaction between the sponsor and the members during the meetings.

Fort Bloomfield Chapter's President reported that the Chapter did receive the ViêtNow flag that was sent to them. The flag will be displayed on their float in the city's Christmas parade.

Director Davis contacted his assigned Chapters. Written report submitted.

DuPage County Chapter's President reported that the Chapter has had good success with their Flag Day fundraisers. He had questions about ViêtNow National Headquarters' financial report, and about how Chapter Startup packets are distributed.

Surry County Chapter's Secretary reported the Chapter Christmas party will be held on December 5<sup>th</sup>. They've had problems in the Chapter since the President passed away. Members will have a meeting to see if they can sort things out.

Greater Chicago Chapter's President reported that everything is going well.

Rockford Charter Chapter's President reported that the Top of Illinois Stand Down went very well as 190 veterans received services. The Chapter approved nine scholarships. The Chapter Christmas Party will take place on Saturday, December 10<sup>th</sup>. Chapter members marched in the Veterans Day parade in Cherry Valley, Illinois. Several Members participated in a Meet and Greet at Meehan Elementary School in Belvidere, Illinois on Thursday, November 10<sup>th</sup>. The monthly Chapter breakfast will take place on Saturday, November 19<sup>th</sup>, at the Stockholm Inn in Rockford.

The meeting was recessed at 4:20 PM and resumed at 4:33 PM.

Discussion took place about ViêtNow National Headquarters' telecommuting policy. Secretary Gilgan reminded everyone about the language in the National Bylaws and National Policy and Procedure Manual: "Members of the National Executive Committee may attend Executive Committee meetings, except during the months of July, October, January, and May, by telephone conference call, video conference or other interactive means of conducting conference communications. Eligibility to interactive communicate is normally reserved for those whose residence is located outside of a three hundred (300) mile radius from National Headquarters. Exceptions may be granted as needed."

Director Spencer contacted his assigned Chapters. Written report submitted.

Badger Chapter's President reported that members participated in a couple of Veterans Day events, but not much else.

Berwyn-Cicero Chapter's President reported that members held their 32<sup>nd</sup> annual salute to hospitalized Veterans at the Hines VA Hospital. Members had their annual golf and pizza outing. The Chapter took part in the Hillside Veterans Day Parade.

DeKalb County Chapter's President reported that the Chapter members did their annual 24 hour vigil at the DeKalb County courthouse in Sycamore.

Freeport Chapter's President reported the recent Stand Down was a big success. Members participated in Veterans Day Activities at the local VFW and at Freeport High School.

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

Director Boorsma attempted to contact his assigned Chapters. He reminded them about revalidation. Written report submitted.

Macon County Chapter's President reported that attendance has been low at membership meetings. He has nothing else to report.

Walworth County Chapter's President reported that members will march in a Christmas parade in Elkhorn on December 3<sup>rd</sup>. The membership meeting scheduled for December 5<sup>th</sup> will include a potluck dinner.

McHenry County Chapter's representative did not return phone calls.

Pacific Northwest Chapter's President reported that members participated in a Veterans Day Parade and a luncheon. Chapter members cleaned the Veterans Food Closet and made a donation to the Food Closet. The Chapter was part of a "Bands for Veterans" competition to benefit area Veterans. Longevity pins for members and associates were distributed at the last meeting.

### **National Committee Reports**

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

President Lewis reported that several of our ViêtNow National Committee Chairs participated in a teleconference about various items.

Convention 2017, Director Spencer: Secretary Gilgan was invited to visit the Hilton Hotel in Lisle, Illinois with Director Spencer. It is a good possibility for a convention site. Director Spencer and Secretary Gilgan will visit the Sheraton Hotel in Lisle, Illinois. Other places will be considered. We may consider a date change if necessary. Several VIPs will be invited.

Nominating/Election 2017: This year's election for ViêtNow National Officers and Directors will be by mail in ballot. We will elect a National Vice President, Treasurer and two directors. Secretary Gilgan will serve as the Nominating/Election Chairman. The ballots will be counted by an outside source, and Secretary Gilgan will announce the results at the convention. President Lewis made a motion to retain attorney David Gervais to count the ballots for an amount to not exceed \$500.00. The motion was seconded by Director Spencer and passed with a unanimous vote of those present.

Parliamentary, Darrell Gilgan: Secretary Gilgan researched the dues structure for incarcerated Veterans and Associates. The generic incarcerated bylaws allow for the Chapters to charge a nominal amount for dues. National Headquarters may charge incarcerated members and associates an amount for dues as well.

Scholarships, National Headquarters: Applications are ready for distribution, and must be returned by March 31<sup>st</sup>, 2017.

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

Veterans Homeless Program, Jack Picciolo: President Lewis met with Virginia Proffitt about how long the program will last, and about donations made to the program. President Lewis made a motion to purchase 1,200 zip lock bags in 1 quart size for the committee. The amount is not to exceed \$200.00. The motion was seconded by Director Boorsma and passed with a unanimous vote of those present.

### **Public Relations**

Donations: A request was made by Rockford Charter Chapter's Christmas for Vets Chairman for a donation in support of the program. Discussion will take place later. We will not be able to make a donation at this time, as it would be a precedent setting event. The board may consider other ways to help our Chapters.

Event representation: 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: A new solicitor is coming on line. All telemarketing scripts will be reviewed. Telemarketing information that must be submitted to the state of Michigan has been prepared.

### **Website:**

President Lewis reported that reports on activities and events that were attended by officers, directors and others will be able to be posted on the website in the near future. Different thoughts were considered, but nothing definite was decided.

### **New Business**

Branson 2017/Washington D.C. 2017: Much discussion took place about attending those events in the future. The consensus was that it is important for ViêtNow National Headquarters to be represented at events around the country to keep our name out there.

Secretary Gilgan is working on a revised Organizational Manual.

Secretary made a motion to go into executive session at 7:41 PM. The motion was seconded by Director Bates and passed with a unanimous vote of those present.

We returned to the agenda at 7:53 PM.

Secretary Gilgan presented the minutes of the Executive Session that took place on Wednesday, October 19<sup>th</sup>, 2016. Presentation of the minutes is the motion to accept

them. The motion was seconded by Director Davis and passed with a unanimous vote of those present.

**Board Meeting dates for 2016-2017**

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 7:55 PM with a motion made by Secretary Gilgan and a second by President Lewis.

Respectfully submitted,  
Darrell L. Gilgan, Secretary