

**ViệtNow
National Board of Directors Meeting
Minutes
Wednesday, January 18th, 2017**

President Lewis called the meeting to order at 3:02 PM.

Roll Call of Officers and Directors

Board Member	Present/Absent	Arrived	Departed
President Joe Lewis	Present		
Vice President Ed Banach	Present		
Secretary Darrell Gilgan	Present		6:30 PM
Treasurer Steve Rucki	Present		
Director John Bates	Present		
Director John Davis	Absent	3:09 PM	
Director Boorsma	Present		
Director Spencer	Present		

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

Director Davis arrived at 3:09 PM.

Secretary Gilgan made a motion to go into executive session at 3:05 PM. The motion was seconded by Director Boorsma and passed with a unanimous vote of those present.

We returned to the agenda at 3:11 PM.

Vice President Banach suggested that we bypass the membership report for now and do the Secretary's Report.

Secretary Gilgan presented the minutes of the Executive Session that took place on Wednesday, November 19th, 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.

Secretary Gilgan presented the minutes of the meeting held on Wednesday, November 16th, 2016, as corrected. Presentation of the minutes is the motion to accept them. The motion was seconded by Vice President Banach and passed with a unanimous vote of those present.

Secretary Gilgan presented the minutes of the meeting held on Saturday, December 17th, 2017. Presentation of the minutes is the motion to accept them. The motion was seconded by Director Bates and passed with one “No” vote.

Copies of the most recent approved balance sheet were emailed to each Chapter contact and to each committee Chair. They were advised that the most recent approved minutes would be sent at a later date. Secretary Gilgan traveled to ViêtNow National Headquarters on several occasions to sign checks, contracts, payables and other items. Much discussion took place about ways that we could shorten the length of our board meetings. Written report submitted.

We returned to the printed agenda.

Membership

Seven membership packets were mailed to six states. Eight new members and associates joined from seven states. Our organization has gained three new Life members. We gained twelve new members from eight states. No startup packets were distributed. Ninety-four members who have not renewed were moved from the active database to the Drops area. Vice President Banach commented about Chapter startup requests from February 2010 up to December 2016. We gained several new Members at Large and Associates at Large during the past month. Most of our Chapters have completed all revalidation requirements for the next year. Two non-incarcerated Chapters are yet to complete the process, and three incarcerated Chapters are yet to complete the process. Secretary Gilgan will provide a copy of his email contact list of non-incarcerated Chapters, all committees and for the board. President Lewis made a comment about bringing more incarcerated Chapters into the organization. Several comments were made. We will begin to charge each incarcerated member and associate the amount of \$5.00 to help defray the cost of sending them the ViêtNow National magazine. President Lewis had a discussion with Bob Gutche about the possibility of assigning membership numbers to all members and associates. The number will appear on all membership cards. Secretary Gilgan explained that a membership number is not the same as a member's or associate's start date. Secretary Gilgan made a motion to take no action at this time. The motion was seconded by Director Boorsma, and passed with two “No” votes from Director Bates and Director Spencer.

Gary and Sue Eisenhower arrived at 4:06 PM to meet Tina for the first time.

Board Reports

President Lewis reported that he had direct contact with everyone. He and Tina Carlson have been in daily contact about operations of National Headquarters and other functions of National Headquarters. President Lewis, Vice President Banach and Director Spencer reviewed the new ViêtNow National Employee Handbook. Tina Carlson was given a copy. President Lewis and Tina Carlson will set up a plan for cleaning up the records room. The Executive Board (President, Vice President,

Secretary and Treasurer) held an Officer's meeting before today's board meeting. Written report submitted.

Vice President Banach had phone and/or email conversations with President Lewis, Secretary Gilgan and Tina Carlson regarding ViệtNow. Vice President Banach made several comments about responsibility and accountability of the National Board to the general membership. Vice president Banach reported that E-5 chevrons for each branch of service have been received except for the Coast Guard. The search continues. 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 President Lewis, and passed with a unanimous vote of those present. Treasurer Rucki made weekly trips to ViệtNow National Headquarters to sign payables and make bank deposits. He transferred an amount of 10,000.00 from the VeteransNow account to the general account. He transferred an amount of \$5,000.00 from the Veterans account to the general account. Treasurer Rucki added \$100.00 to our postage account at the post office. He questioned the amount due on our natural gas bill. Apparently, there are questions about the account. Director Spencer asked if it would be possible to add a column to the balance sheet that would show the beginning balance, Treasurer Rucki stated that he would look into it. Treasurer Rucki, along with Darrell and Barney, represented ViệtNow National Headquarters at the 31st annual Vietnam Veterans Reunion. We made a lot of new friends and had a great time. Friday was cold and it warmed up on Saturday. We all went out and participated in the annual poker run sponsored by the local business, it was fun as always. After the poker run was finished we went over to hold tables where the banquet is held. Other members of ViệtNow who were in attendance were Lynn Berg, Mary Nicholls, Jackie Hull and Gary and Sue Eisenhower (Gary was presented a quilt from the Quilts of Valor) and Rich and Mary Sanders. Joe Kotarba from McHenry chapter was at Winter Fest but didn't attend the banquet because he wasn't feeling well. Written report submitted.

Director Bates contacted his assigned Chapters. Written report submitted.

EMHC Chapter's sponsor reported that all is about the same. He is now doing triple duty, and is now filling in for the director who retired.

SCRI Chapter's sponsor reported that nothing is going on. The Chapter is just waiting for the weather to warm.

Fort Bloomfield Chapter's President reported that the State sent their application back to their lawyer who found that they didn't sign the form.

VIP West Chapter's sponsor commented on the locations of inmate/Chapter members. Membership meetings have good attendance.

VIP East Chapter's sponsor did not return calls.

Director Davis contacted his assigned Chapters. Written report submitted.

Greater Chicago Chapter's President reported that he sent most of the required revalidation information to the National office. He just received the Chapter's Annual Report form in the mail. He will file it and send a copy to ViêtNow National Headquarters.

DuPage County Chapter's President reported that it was a good year with successful fundraisers. The Chapter raised funds for the Dick Biondi Toys for Tots drive. The Chapter has nothing in the works at this time.

Surry County Chapter's President did not return calls.

Rockford Charter Chapter's President reported that the Chapter's Christmas for Vets program was very successful this year. Members visited 52 facilities and served 1450 Veterans. The annual Christmas party was well attended. Several members will attend this year's Winter Fest in New Glarus, Wisconsin. The next Chapter breakfast will take place on January 21st at the Sunrise Restaurant in Rockford.

Director Spencer contacted his assigned Chapters. He reported that he had a wonderful weekend visiting with the Badger chapter and other veteran's and families at their annual Winter Fest in New Glarus, Wisconsin. Written report submitted.

Badger Chapter's President reported that revalidation is in process, and they will also be forwarding an updated directory of officers.

Berwyn-Cicero Chapter's President reported that the revalidation process should be completed. The Chapter has a fundraiser set up with the VFW for February 19th.

DeKalb County Chapter's President reported that they have no projects planned. The Chapter's revalidation process has been completed.

Freeport Chapter's President reported the Chapter dance is scheduled for March 11th at the Eagles Club in Freeport. Unfortunately, The Chapter is averaging three Veterans funerals a week. Members are looking forward to spring where they can march in parades and enjoy the upcoming holidays. The Chapter's revalidation process has been completed.

Rock River Valley Chapter's President reported that nothing is going on this month. Some of the guys are getting together to go out to dinner. They have not received any paperwork for their revalidation.

Director Boorsma contacted his assigned Chapters. Written report submitted.

McHenry County Chapter's President reported that the Chapter's food basket for Veterans went well. The Chapter's revalidation process has been completed. There is nothing else to report until spring.

Walworth County Chapter's President reported the Chapter's Pizza Party is scheduled for April 1st, 2017.

Pacific Northwest Chapter's President reported that there is nothing to report.

Macon County Chapter's President reported that the Chapter's revalidation process has been completed. The Chapter's Directory update has been mailed to ViêtNow National Headquarters.

National Committee Reports

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

Convention 2017, Barney Spencer: A list of duties was presented. Discussion took place about a theme and logo for the Convention. President Lewis made a motion to approve the theme, "The Future Is Now". The motion was seconded by Director Spencer and passed with a unanimous vote of those present. Secretary Gilgan made a motion to approve the logo, two soldiers from Vietnam reaching out to a civilian who is a Veteran. The motion was seconded by Director Boorsma and passed with a unanimous vote of those present. Director Spencer will get information out to the Chapters. President Lewis will line up the guest speakers. President Lewis will make the agenda. Secretary Gilgan and other volunteers will take needed items to the convention, and for getting them back to National Headquarters. Rose Lewis will be responsible for the silent auction, and Char Rucki will assist her as needed. Linda Gilgan, Lynn Berg and Linda Wilkinson will be responsible for the registration table. Director Davis will be responsible for assembling the delegate books. Char Rucki will be responsible for the Hospitality room on Friday evening. President Lewis made a motion to approve the contract for convention meal prices. The banquet prices are \$30.00 and \$35.00, and the breakfast price is \$22.50. The motion was seconded by Director Bates and passed with a unanimous vote of those present. We may sponsor an additional hospitality room after the banquet on Saturday night. Director Bates will investigate the possibility of purchasing coffee mugs to distribute again this year.

Convention 2018, John Bates: Several possible locations are being considered.

Finance, Steve Rucki: Treasurer Rucki has set up a process that will enable him to move money from our Waddle and Reed mutual fund account to our checking account as needed.

Nominating/Election 2017, Darrell Gilgan: Tina Carlson and Secretary Gilgan have been working on ways to facilitate the upcoming election for ViêtNow National officers and directors. She is looking at the cost of mailing ballots and other necessary items to our members. We will elect a Vice President, Treasurer and two Directors.

The meeting was recessed at 5:33 PM and resumed at 5:44 PM.

Parliamentary, Darrell Gilgan: In answer to questions by Vice President Banach, Secretary Gilgan researched the ViêtNow National Bylaws about the eligibility of At Large Members to be a ViêtNow National officer or Director. In addition, I researched a portion of the ViêtNow National Policy and Procedure Manual about some of the ViêtNow National Secretary's duties at Vice President Banach's request. President Lewis made a motion to revise the ViêtNow National Policy and Procedure Manual to state that members who run for National office must be a member in good standing of a Chapter. The motion was seconded by Director Boorsma, and passed with a unanimous vote of those present. Secretary Gilgan made a motion to remove the wording from The ViêtNow National Policy and Procedure that states the National Secretary is responsible for actions of assistants required to accomplish office work. The motion was seconded by Director Boorsma, and passed with a unanimous vote of those present.

POW/MIA, John Bates: Director Bates gave a verbal report on his recent activities

Scholarships, National Headquarters: No applications were sent out.

VA Hospitals, Bob Gutsche: Bob reported on his activities during the past month. Written report submitted. President Lewis reported that Member Dan Moyle would like to be involved with the V.A. through their Community Outreach Program. He would like to present a seminar at the upcoming convention.

Veterans Homeless Program, Jack Picciolo: Much discussion took place about the fact that our truck is near the end of its useful life. Repair costs are escalating.

Building/Maintenance

President Lewis reported that there is a plumbing issue in the office washroom. Temporary repairs were completed, and more extensive repairs are necessary.

Magazine

The deadline for the spring issue is February 17th.

Secretary Gilgan left at 6:30 PM.

Public Relations

Donations: President Lewis made a motion to donate \$1,000.00 in support of the Women in Military Service Memorial at Arlington National Cemetery. The motion was seconded by Director Boorsma, and passed with a unanimous vote of those present.

Director Bates made a motion to donate \$1,000.00 to the Vietnam Veterans Memorial Fund in support of the Education Center at the Vietnam Veterans Memorial. The motion was seconded by President Lewis, and passed with a unanimous vote of those present.

Event representation: Secretary Gilgan represented ViêtNow National Headquarters at the 31st annual Winter-Fest R&R all Veterans Festival and Reunion in New Glarus, Wisconsin the weekend of January 13th, 14th and 15th, 2017. He was joined by his wife, Linda, Treasurer Rucki, and his wife Char, Director Spencer and Lynn Berg. Our group was able to spend time with many old and new friends. They attended several activities and worked hard to convey a positive image of our organization.

Telemarketing: A new solicitor is on line. Treasurer Rucki will update the spreadsheet to reflect the latest donations via the website.

Vice President Banach suggested that we do the Veteran of the Year award as an internal item this year. Members who served at least one full two-year term as a ViêtNow National Officer or Director would receive some sort of recognition.

New Business

President Lewis made a motion to accept Director Davis' absence from the December meeting. Secretary Gilgan seconded the motion, and it passed with a unanimous vote of those present.

Board Meeting dates for 2016-2017

July 20 th , 2016	Wednesday	3:00 PM
August 17 th , 2016	Wednesday	3:00 PM
September 21 st , 2016	Wednesday	3:00 PM
October 19 th , 2016	Wednesday	3:00 PM
November 16 th , 2016	Wednesday	3:00 PM
December 17 th , 2016	Saturday	10:00 AM
January 18 th , 2017	Wednesday	3:00 PM
February 15 th , 2017	Wednesday	3:00 PM
March 22 nd , 2017	Wednesday	3:00 PM
April 19 th , 2017	Wednesday	3:00 PM
May TBD, 2017	TBD	TBD
June 21 st , 2017	Wednesday	3:00 PM

The meeting was adjourned at 7:00 P.M.

Respectfully submitted,
Darrell L. Gilgan, Secretary