



**VETERANS ASSISTANCE COMMISSION
OF
WINNEBAGO COUNTY**

VACWC Bylaws Committee Meeting Minutes
Veterans Memorial Hall, Lower Level, 211 N Main St, Rockford, IL 61101
December 12, 2025
1:00 PM CST

Meeting Called to Order at 1:00 PM CST by Nancy Clark, Vice President and Bylaw Committee Chair

Roll Call: Secretary Dana Verfuert

| Roll Call Attendance | | | |
|----------------------|----------------------------|------------------|---------|
| Ken VanLandeghem | American Legion Post #288 | Committee Member | Present |
| Dave Davis | American Legion Post #1207 | Committee Member | Present |
| Nancy Clark | VFW Post #5149 | Committee Chair | Present |
| Gene Schaefer | VFW Post #9759 | Committee Member | Present |

Additional Attendees: Superintendent Time Hotchkiss, Assistant Superintendent Debi Hoover, Secretary Dana Verfuert, Attorney Michael Phillips.

Quorum Established

Zoom Attendees: None

Motion to Approve Agenda for December 12, 2025: Clark, 2nd: Davis, no discussion, no amendments, **Voice Vote Yes Unanimous. Agenda approved. Yes 4, No 0, Abstain 0**

Approval of Minutes:

- **Motion to Approve Minutes for October 28, 2025:** Clark, 2nd: Davis, no discussion, no amendments, **Voice Vote Yes Unanimous. Agenda approved. Yes 4, No 0, Abstain 0**

Public Comments: None

Unfinished Business: Discussion regarding changes and updates to the Bylaws of the Veteran's Assistance Commission of Winnebago County.

- **Motion to Recommend the Proposed Bylaw Changes to the Commission:** Davis, 2nd: Schaefer, no discussion, no amendments, **Roll Call Vote Yes Unanimous. Motion Passes. Yes 4, No 0, Abstain 0**

New Business: None

Announcements: None

Motion to Adjourn: VanLandegham, 2nd Davis, no discussion, no amendments, **Voice Vote Yes Unanimous, Motion Approved at 2:17 PM CST. Yes 4, No 0, Abstain 0**

Minutes Approved: 04/28/26

By: 

Nancy Clark, Vice President and Bylaws Committee Chair
Veterans Assistance Commission of Winnebago County, IL

Attest: 

Dana Verfuerrth, Secretary
Veterans Assistance Commission of Winnebago County, IL