VETERANS ASSISTANCE COMMISSION OF WINNEBAGO COUNTY

555 Court Street, Rockford, IL 61103 – 815-516-2850 – VAC@wincoil.us

AGENDA

Date: February 12, 2020 @ 1730 hours

I. OPENING

A. Census Presentation from Mayors Office

B. Salute the Flag, Pledge, Moment of Silence for POW/MIA

C. Roll Call of Commission Officers, Certified Organizations Delegates & Alternates
Officers_____ Delegates_____ Alternates_____ Cert. Org._____ Quorum_____

D. Recognition of Guests and or Visitors Guests_____ Visitors_____

E. Accept the AGENDA: Any additions or changes to be made?
NOTE: Additions may be made. NO MOTIONS or VOTES TAKEN until next meeting. First Vote by Roll Call (R/C). Subsequent votes will be by Show of Hands (S/H) with R/C votes as needed.
***Motion presented by reading agenda.** 2nd_____*
***R/C vote:** Y_____N_____ AB_____ Result of Vote: _____*

F. Reading and Disposition of January 2020 minutes.
***Motion presented by reading of minutes**. 2nd_____*
***S/H vote:** Y____N____ AB_____ Result of Vote: _____*

II. REPORTS

A. VAC-Administration Reports

1. President
- **a.** Need to get Member forms in for Delegates and Alternates by 28 FEB
- **b.** Policies and Procedures for Appointed Secretary and Elected Secretary created and finalized.

2. Administrative Committee
- **a.** Policies and Procedures for Appointed Secretary and Elected Secretary
- **b.** 2/13 meeting – Services and any issues from 2/12 Commission meeting.
- **c.** 2/20 meeting – Finance
- **d.** 2/27 meeting – Policies
- **e.** 3/05 meeting – Month-end and Agenda for March Commission meeting.

3. Service Committee – No Report

4. Personnel Committee – No Report

5. Appeals Committee – No Report
***Motion presented by reports given.** 2nd_____*
***S/H vote:** _____ Result of Vote: _____*

6. Finance Committee
- **a.** See Handouts
- **b.** Discuss new Financial Report

c. Update on upcoming Audit.

Motion presented by finance report given. *2nd*_____
R/C vote: *Y_____ N_____ AB_____ Result of Vote:* _____

B. VAC-Operations Reports

1. Superintendent
- **a.** Polo Shirts for Commissioners to purchase
- **b.** See Handouts

2. Client Assistance

3. Veterans Service Officers

4. Outreach

5. Transportation
- **a.** Julie designed Brochures and Business cards for VTS Van.
- **b.** Getting 500 Brochures and 500 Business Cards printed.
- **c.** Going to make posters up for volunteer drivers and for riders.

Motion presented by operations reports given. *2nd*_____
S/H vote: _____ *Result of Vote:* _____

III. CORRESPONDENCE

IV. OLD BUSINESS

A. Return Delegate forms to VAC office (if returning by Mail)

B. Shirts, Hats, Jackets for Drivers as incentives

V. NEW BUSINESS

VI. GOOD OF THE ORDER

A. Need Volunteer Drivers for Madison Van

B. Presentations by Member Organizations.

VII. CLOSING

A. Next Meeting March 11, 2020 @ 1730 hours

Motion to Adjourn: _____ *2nd*_____
Voice Vote: *Ayes_____ Nays_____ AB_____ Result:* _____

B. Stand and Salute Flag

C. Meeting Adjourned at: _____

J. Weis / Secretary for the VAC-A **Meeting to be Recorded and Filed**