VETERANS ASSISTANCE COMMISSION OF WINNEBAGO COUNTY

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

MINUTES OF VAC MONTHLY MEETING

Date: 09 OCT 2019 @ 1730 hours

I. OPENING

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

B. Oaths of Offices performed by John Kline for Dave Davis, President; Nancy Clark, Vice President; Todd Burton, Treasurer.

C. Roll Call of Commission Officers, Certified Organizations Delegates & Alternates

D. Officers Present: Dave Davis, President; Nancy Clark, Vice President; Todd Burton, Treasurer; Julie Weis, appointed VAC-A Secretary; Darrell Gilgan, Parliamentarian; John Guler is absent.
Officers: 3 Delegates: 8 Alternates: 5 Cert. Org. 11 Quorum: Yes

E. Recognition of Guests and or Visitors. Guests: 1 Visitors: NONE
Names: Phyllis Orrison

F. Accept the AGENDA: Any additions or changes to be made? Move Finance Report up so Todd Burton may leave early.
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 of the Agenda.*** **2nd** Nancy Clark
****R/C vote:*** Y: 11 N: 0 ***Result of Vote:*** PASSED
Reading and Disposition of September 2019 minutes. Minutes unavailable, they will be read at the November 2019 meeting. ****Motion presented to read at next month's meeting.*** **2nd** John Hood ***R/C vote:*** Y: 11 N: 0 ***Result of Vote:*** PASSED

II. REPORTS

A. VAC-Administration Reports

1. Finance Committee: Todd Burton

a. Treasurers Report with Operations Budget and Assistance Budget handouts. Final Report for fiscal year less some bills that came in. Came in under budget on the assistance side and the significantly under on operations side.

b. Had issues with county distributing our fourth quarter draw which caused a financial crunch at the end of the year.

c. County Board passed a budget of $540k for new fiscal year and we will have to adjust some our numbers.

d. Profit and Loss statements.

e. Todd has met with out-going Treasurer, John Guler, and with Steve Thomas, Superintendent. Todd and Steve will be meeting with Mr. Chapman and Lisa from the county. They will also be meeting with Debbie,

our accountant, once month on the Wednesday prior to the monthly meeting.

***Motion presented Finance report given*.** 2nd Roger Beving
R/C vote: Y 11 N 0 AB 0 ***Result of Vote***: PASSED

2. President: Dave Davis

a. Rent Discussion: we have not been paying Rent and according to the statute the county is supposed to provide us with a place to work out of without paying rent.

b. Steve Thomas had a new guy come to ask about unpaid rent and wanted to see a copy of the rent contract (we don't have a contract). They had not paid our fourth quarter draw of $102K because rent was not paid. They took $23,196.00 from the draw. The county had no answer about rent going forward. The rent issue will be covered in the meeting with Mr. Chapman and Lisa. Todd Burton found out the 555 N Court ST building was bought with a bond and the rents are paying off that bond. This is something that will need to be worked out since we have nothing in our budget for Rent. Last budget amendment we asked for $99K and got $129K which accounts for the rent money. It looks like they should be giving us the rent money. This also will be discussed at the meeting with Mr. Chapman and Lisa.

c. Last year, the county suggested we needed to have an Audit done. We waited for it to happen and we never heard any more. We have since asked for an Audit. Todd Burton told us the last audit was done by Mr. Crowley in 2015 and now Mr. Crowley is saying he is not responsible for auditing us. The finance committee needs to discuss what approach we take about getting an audit done. Need to ask Bill Crowley how we should go about attaining an audit and get a recommendation of who could do a government type audit for us. Todd prefers a government auditor over a private CPA firm doing it.

d. Todd Burton has to Leave at this point only 10 organizations are Represented from this point forward for this meeting.

3. Administrative Committee: Nancy Clark invites everyone to come to any of the upcoming Advisory Committee meetings.

a. 10/10/2019 Topics – Services and any Issues brought up from this meeting

b. 10/17/2019 Topics – Finance

c. 10/24/2019 Topics – Policies and Procedures

d. 10/31/2019 Topics – Month end Wrap-up

e. 11/07 meeting - Agenda Preparation for 11/14 Commission Meeting

4. Services:
    a. DAV Grant for Van: Nancy met with IL State DAV adjutant, Al Reynolds, to fill out grant application for 2020 Ford Transit 12-passenger Van T-350. The total cost is $37,263.00 which may increase with new tariffs. Our contribution is $20,495. We will use that van for 3 – 7 years depending on longevity then it will be released back to us to sell or to do whatever with it as we see fit. When we need a new van, we will then start the process over and use money from selling that van and the recapitalization fund. Al is sending us the specs of a 10-passenger van from the Elgin area with about 200,000 miles on it. It has been well maintained and includes the maintenance logs. It is going to be given to us for free. We talked about donating it the Veterans' Drop-in Center, a 501-c-3 organization. Nancy is talking to Pat Ambrose there. We are looking to use some of the money from the approximate $97k in savings for new DAV Van so it doesn't affect the current budget. The new DAV van will be maintained by the VTS in Madison. We will have 2 vans for Madison from sometime in April through the end of fiscal year (30SEP2020). At that time, we will evaluate our need for 2 vans. Our current van is financed by the WCVA through 30SEP2020.
    Motion to use $20,500 from savings for DAV van: Nancy Clark
    2nd Wayne Orrison
    R/C vote: Y 10 N 0 AB 0 ***Result of Vote***: PASSED

    b. Benefit Eligibility Table – Adjustments tabled till next month
    Motion to Table: Nancy Clark 2nd Willie Evans
    S/H vote: 10 Hands Raised ***Result of Vote***: PASSED

    c. IDVA Grant – See hand-out for eligible uses.
5. Personnel Committee: NO Report
6. Appeals Committee: NO Report
    Motion presented by reports given. 2nd Lavern Moss
    S/H vote: 10 Hands Raised ***Result of Vote***: PASSED

B. VAC-Operations

1. Superintendent Report with Handouts.
    a. See handouts. New additions Profit and Loss Statement and Madison Van Report
2. Client Assistance
    a. Seeing about 135 clients a month for VSO and Financial Assistance.
    b. 75 VSO clients and 63 Assistance clients

3. Veterans Service Officers
   a. Some in the office until 5:00 that knows both VSO and assistance work.
4. Outreach
   a. Seeing some Veterans at their homes because they are unable to get out of their homes
   b. Still going to Rochelle first Monday of every month more people are coming in each month
5. Transportation
   a. See log books and reports
   b. Will be seeing more use of our local Van

***Motion presented by reports*.** 2nd Roger Beving
S/H vote: 10 Hands Raised ***Result of Vote***: PASSED

C. **CORRESPONDENCE: None**
D. **OLD BUSINESS: None**
E. **NEW BUSINESS: None**
F. **GOOD OF THE ORDER:** Several upcoming events were shared with the group
G. **CLOSING:**
   1. Next Meeting December 13, 2019 @ 1730 hours

***Motion to Adjourn* by** Roger Beving 2nd Laverne Moss
Voice Vote: 10 Ayes ***Result:*** UNANIMOUS
   2. Stand and Salute Flag
   3. Meeting Adjourned at: 1842 hours

J. Weis / Secretary for the VAC **Meeting Recorded and Filed**