



Madison County Administration Bldg.  
157 North Main Street, Suite 115  
Edwardsville, Illinois 62025-1963

Phone: 618.296.4554

Fax: 618.692.8958

Web: [co.madison.il.us/mcvac](http://co.madison.il.us/mcvac)

Office Hours:

Monday- Friday

8:30 a.m.- 4:30 p.m.

## JULY BOARD MEETING MINUTES

JULY 6, 2022

### 1. Call to Order / Pledge of Allegiance

Meeting called to order at 6:40 p.m. by President Ronnie Hicks. The Pledge of Allegiance was completed.

**Officers Present:** Ronnie Hicks, Kate Broadhurst, Earl Watts, Ron Swaim, Vernon LeClaire (Virtual), Larry Meisenheimer, Ken Morales, Phil Whitt, Mark Nelson, Mike Harbison (10 total).

**Officers Excused:** None

**Officers Absent:** Tom Hoppenrath (1 Total)

**VAC Office:** Superintendent Brad Lavite, and Office Manager Brad Yount (2 total).

### 2. Introductions

- a. Guest Donald Scheyer, registered Alternate for American Legion #307, was welcomed by the Board.

### 3. Approval of Minutes

- a. The May 4, 2022 Executive Board Meeting Minutes were read as published. Motion was made to accept the minutes as published by Ron Swaim. Motion was seconded by Earl Watts. Motion passed.

### 4. Reports

- a. Office Reports – Superintendent Lavite discussed the May Monthly Office Report. Motion was made to accept the reports as published by Vern LeClaire. Motion was seconded by Earl Watts. Motion passed.

### 5. IACVAC

- a. Superintendent Brad Lavite will present at NACVSO Accreditation /CEU Training on September 20, in East Peoria, IL.
- b. Office Manager Brad Yount and VSOs Torie Ryan, Indira James, and Administrative Assistant Jeffrey Sherwood will attend Training from September 19 to September 23, 2022, in East Peoria, IL.

### 6. Unfinished Business

- a. Discussed seating (2) VAC Delegates to carry out remainder of term for Director Thomas Hoppenrath, and Director Phil Witt as both resigned due to medical obligations. President Ronnie Hicks appoints Delegates Alonzo Skipper and Wayne Able to carry out remainder of respective terms effective as of 7/7/2022.

## **7. New Business**

- a. Discussed the FY2022/FY2023 Proposed Vertical and Horizontal Staffing Plan. Superintendent Brad Lavite and Guest Don Sheyer vacated the Conference Room during deliberations.
- b. VAC Resolution 22-1 read by Secretary Kate Broadhurst. A floor Vote was taken to adopt the proposed growth plan and Resolution 22-1. Results were unanimous. Ron Swaim motioned to accept the floor vote and increase the VAC Superintendent salary to \$153,665.00, motion seconded by Phil Witt. Motion Passed.
- c. Superintendent Brad Lavite advises the board that per the newly adopted FY2022/FY2023 Proposed Vertical and Horizontal Staffing Plan and with FY2023 budget approval, Office Manager Brad Yount will be promoted to the newly created Assistant Superintendent position.

## **8. Next FY 2022 Meeting Dates and Time**

- a. Annual Meeting: Thursday, December 15, 2022, at 6:30 p.m. location TBD
- b. Quarterly Meetings: Thursday, September 15, 2022, at 6:30 p.m. location TBD
- c. Executive Board Meetings: Wednesday, August 3, 2022, at 6:30 p.m. location TBD; Wednesday, October 5, 2022, at 6:30 p.m. location TBD; Wednesday, November 2, 2022, at 6:30 p.m. location TBD.

## **9. Good of the Commission** – Membership shall be permitted to address any subject, topic, or Matter of interest, save religion or partisan politics.

- a. Ron Swaim shared that the American Legion Golf Tournament will be held in August and recommended VAC sponsorship of \$125.00 for the event when registration opens.
- b. President Ronnie Hicks present a Certificate of Appreciation to Director Phil Witt for his years of dedicated service to the VAC Executive Board.

## **10. Adjournment** - Motion was made by Ken Morales and seconded by Kate Broadhurst to adjourn the meeting. Motion Passed. A salute was made to the U.S. flag. Meeting adjourned at 8:04 p.m.

Secretary Kate Broadhurst / July 6, 2022