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Office Hours:
Monday- Friday
8:30 a.m.- 4:30 p.m.

**MINUTES OF THE OCTOBER EXECUTIVE BOARD
OF
THE VETERANS' ASSISTANCE COMMISSION OF MADISON COUNTY, INC.**

Pursuant to call and notice to all Executive Board officers and directors of the Veterans' Assistance Commission of Madison County, Inc. (VACMC), the monthly meeting of officers and directors was held as follows:

Date: October 04, 2023 Time: 6:30 p.m.
Place: Suite 115, Administration Building, 157 North Main Street, Edwardsville, Illinois
Chairman of the Meeting: President Ronnie Hicks
Secretary of the Meeting: Secretary Kate Broadhurst

The chairman called the meeting to order and directed all in attendance to stand for the Pledge of Allegiance. The chairman then called for a chaplain to give an opening prayer. At the conclusion of the opening prayer, the chairman requested the secretary to call the roll of seated Executive Board officers and directors. The secretary reported that there were seven (7) officers and directors present and two (2) excused. A copy of the roll call results is appended to these minutes. In accordance with Art. VI, §2 of the bylaws, there being six (6) or more officers and directors attending, the chairman declared a quorum present and that the meeting was lawfully and properly convened and competent to proceed to the transaction of further business.

The chairman announced that the proposed minutes of the August 02, 2023, meeting, having been distributed and read, called for a motion to approve and to file them for future reference. Thereupon, on motion made by Mark Nelson, seconded by Larry Meisenheimer, and carried by at least a majority of the officers and the directors entitled to vote, the following resolution was adopted:

RESOLVED, that the proposed minutes of the August 02, 2023, monthly meeting as proposed, are hereby fully approved, ratified, and affirmed as the Board's official record of the proceedings at that meeting. The secretary is directed to provide a final copy of the same with all approved changes to be filed in the corporate records for future reference.

The chairman then called for presentation of the October 2023 Financial Report by the superintendent and stated that a copy thereof had been distributed to each of the officers and the directors prior to the meeting. After the superintendent's presentation, the chairman called for a motion to approve and to file the report for future reference. Thereupon, on motion made by Don Scheyer, seconded by Earl Watts, and carried by at least a majority of the officers and the directors entitled to vote, the following resolution was adopted:

RESOLVED, that the report of the superintendent on the October 2023 Financial Report and the acts of the superintendent as described in that report are hereby fully approved, ratified, and affirmed.

The chairman then called for the superintendent to provide any other information or activity which he deemed to be of interest to the Commission. He reported the following:

- a. Superintendent Lavite advised that Veterans' Service Officers (VSOs) Indira James, Rosa Flores, and Timothy Turner completed Annual Continuing Education (CEU) Training.
- b. Superintendent Lavite advised that Administrative Assistants Alexis Hoops, Kimberly Hoelsing, and Melissa Biegenger were hired.
- c. Superintendent Lavite discussed his understanding of the New Auditor Paymerang Payment Processing and Prospero Reporting Software being implemented countywide. These pieces of software, once fully implemented, should reduce touchpoints, errors, payment processing, accounting, and reporting. Superintendent Lavite again briefly covered the Madison County Auditor's check registers. The registers can be accessed by the VAC Executive Board officers and directors, the entire VAC Commission (delegates and alternates), and members of the general public anytime. He advised that the registers will be used for monthly financial reporting starting in 2024.

https://www.madisoncountylil.gov/government/government_transparency/madison_county_auditor_check_register/index.php

The chairman then called for any unfinished or old business that needed to be addressed and called for any officer or director to be recognized if they had any unfinished or old business they wished the Executive Board to address. Nothing was addressed.

The chairman then addressed new business:

- a. A brief discussion ensued about the FY 2024 Executive Board, Quarterly, and Annual Commission meeting dates to be presented and adopted by the Commission at the annual membership meeting in December.
- b. A discussion ensued, and it was advised and recommended that distributions be made by the superintendent from the VAC Busey Checking Account – 6201 (Corporation Fund). A motion was made by Don Scheyer and seconded by Mark Nelson to approve the following distribution plan. Motion duly carried by voice vote.
 1. Toys-for-Tots - \$1,000.00
 2. Quilts of Valor - \$1,000.00
 3. DAV Chapter #90 (Medical Equipment Repairs) - \$1,000.00
 4. DAV Van Transportation Network Coordinator - \$1,015.97
 5. Mainstreet Community Center Annual Veterans Lunch - \$500.00
 6. American Legion Boys State - \$500.00
 7. American Legion Auxiliary Girls State - \$500.00
 8. VFW Voice of Democracy/Patriots Pen - \$500.00

Items 6, 7, and 8 may be combined and distributed to support the annual appreciation banquet held by the District 12 VFW.

- c. President Ronne Hicks made two (2) recommendations to fill vacant VAC Executive Board director positions. A motion was made to approve the recommendations by Larry Meisenheimer and seconded by Kate Broadhurst. Superintendent Lavite will reach out and see if the candidates listed below are interested and will invite them to attend the November Executive Board meeting. Motion duly carried by voice vote.
 1. Delegate Alonzo Skipper - Collinsville, IL, with VFW Post #5691
 2. Delegate David Cobbel - Glen Carbon, IL, with American Legion Post #435

No additional officers or directors requested to be recognized.

- d. The chairman then called for any member of the public who wished to address the Executive Board under the Open Meetings Act to be recognized.

No member of the public requested to be recognized.

There being no further business to come before the Executive Board at this regular Executive Board meeting, the meeting was adjourned at 8:07 p.m. upon motion made by Don Scheyer, seconded by Ron Swaim, and duly carried by voice vote.

Kate Broadhurst, Secretary