

Carroll County
Veterans Assistance
Commission

17612 E. Benton St., P.O. Box 126
Mount Carroll, Illinois 61053

Carroll County Veterans Assistance Commission
Quarterly Meeting Agenda
Wednesday, September 24, 2025 @ 7 pm
Senior Citizens Center Meeting Room

Call to Order: 7:06 pm by Danielle Eberle

Invocation: Lead by Ellis Boughton

Pledge of Allegiance: Recited by all

Roll Call: Wayne Leonard, Doug Bergren, Danielle Eberle, Walden Lee Gibbs, Ernie Johnson, Ellis Boughton, Joe Drozd, Terry Lattin, Kevin Hovorka, Lamoille Poffenberger, Susan Jacobs, Ronda Rathje, Guest: Laurel Bergren

Approval of Quarterly Meeting Minutes from June 25, 2025: Motioned by Joe Drozd, Seconded by Susan Jacobs. Motion carried.

Approval of Special Meeting Minutes from July 15, 2025: Motioned by Joe Drozd, Seconded by Ellis Boughton. Motion carried.

Agenda Amended: Amended for the purchase of 3 food cards from Sullivan's for \$50 each. Motioned by Kevin Hovorka, seconded by Joe Drozd. Motion carried.

Agenda Approval: Motioned by Kevin Hovorka, Seconded by Joe Drozd. Motion carried.

Treasurer's Report:

- The balance as of Aug 29, 2025 was \$49,139.62.
- Motion to approve by Joe Drozd; Seconded by Keven Hovorka; Motion carried.

Old Business:

- Audit update – no money for it at this time, but must do one next year.
- Overtime
 - VSOs need more hours due to clients expanding. Discussed banking hours til next budget year as there is no money available in this budget. Action postponed until next meeting.
- Dental
 - increased to 200% of Federal Poverty code.
 - voted to open separate dental account at TBK Bank, per Project Assist contract and it be maintained in the VAC office and removed from the budget.
 - dental program owes CCVAC \$2,855.83 as it was overdrawn and paid out of the VAC funds. Check was written for that amount and given to Ellis Boughton.
- Reserve Fund goal – no money available at this time.
- Change our budget year
 - decided to change it from August 1st to July 31st to have it coincide with when we receive monies from County. Ellis Boughton stated that it had to remain the same because of the funding.
- “Office supplies” and “Printing supplies” into “Administration” to make things easier in the budget.
- Flag purchase with tax money
 - Decision was to ask county Legions/VFWs to donate \$100 each to the Carroll County Memorial Fund. Question was raised as to where the money was to be given to. Lee Gibbs stated that he gave it to the Carroll County Memorial Fund.
- Budget proposal for 2025-2026
 - it was decided that we would ask the County for 0.035% of the EAV.

New Business:

- American Legion donated new flags for the VAC building. Lee Gibbs dropped off a new set of flags in the office.
- 2 grave sites in Lower York Cemetery were donated to VAC. The paperwork is still being processed. Discussion was held informing the VAC that there are 4 burial sites at the Brethren Cemetery in Shannon and there are 5 burial sites in the Lanark Cemetery.
- Dental account
 - discussion about who has check writing authority and guest speaker, Laurel Bergren, CEO, Project Assist. Laurel stated that we will have to fill out a new application for funding in June of 2026. The foundation is very pleased with how the program is run and happy that the separate account was set up.

- Can we bank hours now to be paid for from the next year's budget to accommodate increase in cases? After discussion, the answer was "NO" as the extra hours were not budgeted in the 2025-2026 budget.
- Budget year changes
 - do we need to change the quarterly meeting dated to coincide with the new quarters? Discussion was held as to why the change. We need to have a meeting next month, Oct, to get in line with the new budget year. The following meeting will be: January, April, July, and October. Discussion was also held to keep the meetings on the last Monday of the month. A motion was made by Joe Drozd and seconded by Lamoille Poffenberger to change the quarterly meetings and have them on the last Wednesday of the month. Motion carried. Meetings are as follows:
 - Wednesday, October 29, 2025
 - Wednesday, January 28, 2026
 - Wednesday, April 29, 2026
 - Wednesday, July 29, 2026
 - since fiscal year has changed, we should elect officers that will assume their positions at the next quarterly meeting? Discussion was held and will do this at the October meeting.
- Budget request has changed with the County.
 - vote to accept or change budget request? Discussion was held explaining that we approached the county and asked for \$166,000 for the 2025-2026 budget year. This works out to be just under 0.0275% based on 2024 EAV. We can submit any budget changes up to November 1st of this year. Motion was made by Kevin Hovorka and seconded by Lamoille Poffenberger to postpone accepting or changing the budget request until the October meeting. Motion carried. Discussion was then held stating that for this year, we are only going to get \$86,600. Not the \$106,870 that is on the budget. Wayne Leonard explained that they are mandated by law to give us 0.02%, which they did not, and that we are obligated to file a mandamus against them. Lee Gibbs made a motion to contact a lawyer to file against the County. Joe Drozd seconded the motion. The motion carried.

Superintendent's Report: None

Report from the Board President: None

Discussion:

- Discussion was held to hold a self-audit with the board and Ellis. It was explained that there are no records in the office and that Ellis has them all at home. Kevin Hovorka thought that this way we could research any issues and correct them one by one. It was decided that it would be discussed at the October meeting.

Public Comments:

- Susan Jacobs advised that the Health Department will be getting dental care. She thought maybe the VAC could check into it for a possible partnership.

Executive Session if any: None

Adjournment: Motion to adjourn by Joe Drozd; Seconded by Kevin Hovorka; Motion carried.

Meeting Adjourned at: 8:07 pm