

Carroll County Veterans Assistance Commission

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

Carroll County Veterans Assistance Commission

Special Meeting Agenda

Wednesday, March 25, 2026 @ 7 pm at Senior Citizens Center Meeting Room

Meeting was called to order by Lee Gibbs at 7:00 pm. Invocation was given by Ellis Boughton. Pledge of Allegiance was said by all. Roll call was taken. Present was Lee Gibbs, Ellis Boughton, Chris Meiers, Lamoille Poffenberger, Joe Drozd, Kevin Hovorka, Ernie Johnson, Nelson Preston, Susan Jacobs, Anthony Barker, Wayne Leonard, Doug Bergren, and Ronda Rathje. Absent members were

Agenda approval was given with the addition of adding the budget report to new business. This motion as made by Susan Jacobs and seconded by Anthony Barker. Motion carried.

Old Business:

Superintendent Wayne Leonard stated that the Garman & Meade contract was signed on March 14, 2026 by President Danielle Eberly.

New Business:

Treasurer Ellis Boughton gave the budget report through February 2026. He stated that we received a donation for \$111.59. He advised that he had not received everything for March as of yet but still had one more payroll to process before Garman & Meade. A motion was made by Kevin Hovorka to accept the budget as presented. Lamoille Poffenberger seconded. The motion carried.

Superintendent Wayne Leonard read Danielle Eberly's resignation letter as president from the Carroll County VAC board. This resignation is effective March 14, 2026. Motion was made to accept her resignation by Joe Drozd and seconded by Ernie Johnson. Motion carried.

We needed to nominate & elect an interim president for the CCVAC given the resignation of Danielle Eberly. This interim president position would be in effect til Aug 1, 2026 at which time the newly elected president would take over. Ellis Boughton made a motion to nominate Lee Gibbs as interim president. This was seconded by Anthony Barker. Motion carried.

Discussion was held to eliminate the treasurer position given all financial duties would be turned over to Garman and Meade on April 1, 2026. It was suggested that the vice president would read the financial reports from Garman & Meade at each meeting. There was much discussion held in regards to who would write the checks, balance all the figures, and oversee the accounting firm. It was explained that given we voted previously to have Garman & Meade take over our accounting completely, they have their own rules and regulations to follow set by the federal government given they are certified public accountants. Wayne

Leonard explained that there are many people out there are looking to shoot down the 330 ILCS 45 Military Veterans Assistance Act (MVAA) and that the IACVAC along with the Attorney General's office have specific requirements in regards to finances that need to be followed. Ellis Boughton stated that he would still like to receive the bank records for a few months till he is comfortable they are doing a good job. It was brought up that if the treasurer position was eliminated, then a voting position could be lost. It was reiterated that votes are collected by each post. Officers do not vote unless there is a tied vote, and then only the president casts a vote. Given that the financial report would come from Gaman & Meade, it could be read by the person in the vice president position. It was asked what would happen if there was not a treasurer and there were questions about the report, who would explain it. Wayne Leonard explained that Trevor Miller, the accountant from Garman & Meade, will be coming to the next few meetings to answer any questions about the financial reports given it will most likely be different from what has been done. It was also asked if Ellis Boughton would want to be vice president but he said he did not want that. Lee Gibbs asked that we acknowledge all the years that Ellis Boughton has been treasurer and taking care of the CCVAC finances. Lamoille Poffenberger made a motion to keep Ellis Boughton as treasurer. It was brought up that the position would be in name only. Joe Drozd seconded the motion. Roll call was held and motion carried.

We needed to nominate new officers and the voting for them would take place at the next meeting on April 29, 2026. Discussion turned to nominating an interim vice president. Kevin Hovorka volunteered to be vice president. Anthony Barker made a motion to nominate Kevin as interim vice president till August 1, 2026. Nelson Preston seconded. Roll call was taken and motion passed.

The board was advised that Garman & Meade will take over on April 1, 2026. Lee Gibbs stated that all of the records were brought to VAC office to conform with FOIA regulations. He said that the bank account signatories were in the process of being changed. He also said that all checks, mail, bills, etc. were in the process of being changed to be delivered to CCVAC address in Mt. Carroll.

A Bylaw change needed to be made to change the office work week to 20 hours per week. Superintendent Wayne Leonard explained that per IACVAC rules, those in the office needed to work a minimum of 20 hours a week to maintain our certifications. He advised that we had received \$10,000 donation that was to be applied towards salaries and administrative expenses. (\$5000 to salaries and \$5000 to administration) It was brought up that the additional hours would not break our current budgeted salaries as the donation would cover it. Wayne Leonard also stated that the money for the 20 hours was already budgeted into our upcoming budget year beginning August 1, 2026. Kevin Hovorka made a motion to change the by-law from 12 hours a week to 20 hours a week. Joe Drozd seconded the motion. Roll call was taken and motion carried.

Another Bylaw change needed to be made to change from "salary" to "hourly". Superintendent Wayne Leonard explained that many times, we all have had to work extra

hours beyond the 12 hours a week and this time has been for free. It was explained that there are days where we have 5 or 6 people coming in and the phone calls being non-stop in a 4 hour day, which leaves us working over or coming in on an off day to catch up on the paperwork. Anthony Barker made a motion to change the current bylaw to show that the office workers would be paid hourly instead of salary. Chris Meier seconded the motion. Roll call was taken and motion carried.

Wayne Leonard gave the Superintendent's Report. He read a letter from Andrew Tangen with IACVAC. This letter explained how VACs are under attack by people wanting to get rid of the MVAA act. Wayne explained how it is very important that we get some of our rules and regulations, by-laws, and finances in order so that we are not vulnerable nor in trouble with the Attorney General. The IACVAC is fighting very hard for our offices, obtaining the 0.02 % from the county, and the benefits available for our veterans. He stated that we all need to remember that we are working for a common goal of taking care of our veterans! Wayne said that our bylaws have a lot of loopholes right now and we could get caught with those loopholes. He stated that he is in the process of meeting with the county so that we can have our by-laws in line with the county's. He advised that this is going to take some time to go through them all.

Board President Lee Gibbs asked Ernie Johnson to help us all make sure that we are following Robert's Rules of Order, given he is the judge advocate, so that we do not conduct an illegal meeting. He also stated that Superintendent Wayne Leonard is working hard to make sure that we are following the rules and protected. He stated that while this is very stressful for Wayne, we all need to work together.

President Lee Gibbs asked Ellis Boughton for an invocation, which he gave.

Motion for adjournment was made by Joe Drozd and seconded by Anthony Barker.

Meeting adjourned at 8:21 pm.

Motion _____ 2nd _____ Carried _____

Motion _____ 2nd _____ Carried _____

Motion _____ 2nd _____ Carried _____

Discussion:

Motion _____ 2nd _____ Carried _____

Public Comments:

Executive Session if any:

Motion _____ 2nd _____ Carried _____

Adjournment:

Motion _____ 2nd _____ Carried _____

Time _____