



Carroll County Veterans Assistance Commission

301 North Main Street – Mount Carroll, Illinois 61053

CCVAC Quarterly Meeting Wednesday, December 26, 2018 @ 7:00 pm Minutes

Meeting called to order By Lee Gibbs at 7:00 PM in the Carroll County Conference Room with the Pledge of Allegiance, followed by invocation by Ellis Boughton, and Roll Call.

Roll Call

Present were William Hanna, Wayne Leonard, Shannon Grove, Lee Gibbs, Ellis Boughton, Joe Drozd, Terry Lattin, Steve Behrens, Lamoille Poffenberger, Marrion Zemke.

Posts Present

Thomson American Legion, Milledgeville American Legion, Lanark / Mount Carroll VFW, Lanark American Legion, Mount Carroll American Legion

Going forward Vic Hartman may not be present, as the Chadwick American Legion post is closing.

Minutes Approval (Prior)

Motion to approve September 2018 meeting minutes was made by Joe Drozd, seconded by Terry Lattin, motion carried.

Agenda Approval

The motion to approve the agenda was made by Joe Drozd, seconded by Ellis Boughton, motion carried.



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Old Business

- Lawsuit Update (Judici Online Notes)
 - 10/17/18 - Call between our lawyer and states attorney was rescheduled for 11/06.
 - 11/06/18 - Continuance for the call was scheduled for 01/10/2019 at 8:45 am.
- Tax Levy Transition
 - Bank account, adding signature authority for Lee Gibbs update.
 - Lee Gibbs confirmed he was added as a signature authority.
 - Approval of transferring remaining funds from end of the budget year into reserve fund and allowing reserve funds to be distributed to other line items as needed without board approval.
 - Motion to approve allowing the treasurer to transfer any remaining funds at the end of the budget year into the reserve fund made by Ellis Boughton, seconded by Joe Drozd, motion carried.
 - Motion to change the limit on the amount of funds the treasurer can transfer out of the reserve fund from \$300 to the amount available in the reserve funds. Requires verbal approval from the Board President and Vice President for any funds transfer over \$300. Motion was made by Ellis Boughton, seconded by Terry Lattin, motion carried.
 - Treasure's Assistant Plan Update.
 - The individual Posts had no suggestions for volunteers.
 - Motion to grant authority to the Superintendent to perform the duties of the treasurer to include software access in the absence of the treasurer. All other options must be exhausted first. Motion was made by Joe Drozd, seconded by Lamoille Poffenberger, motion carried.
- New Senior Center Update
 - Base, Frame, and Roof is up, and construction is active on the site.

Phone: (815) 244-0226 – Fax: (815) 244-6295 – Email: office@cc-vac.org

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- Mr. Andreasen would like to add a Carroll County Veterans Memorial at the front of the building and is asking for input/suggestions from the local American Legion/VFW Posts.
- Post Delegate and Alternate renewal for 2019:
 - Missing the forms for the following posts:
 - Savanna VFW
 - Savanna American Legion
 - Thomson American Legion
 - Chadwick American Legion (Post is closing)
 - Forms were handed out at the meeting and can be printed from the VAC website. http://www.cc-vac.org/pdf-files/Appointment_of_Delegate_and_Alternate_Representative_for_the_CCVAC_Board_Meetings.pdf

New Business

- CCVAC Board Meeting schedule for 2019.
 - Motion to accept as presented was made by Ellis Boughton, seconded by Joe Drozd, motion carried.
- Financial Assistance Policy (Administrative and Legal changes):
 - Motion to change the income limits to 175% of the HHS poverty level guide and accept other administrative changes to the policy was made by Ellis Boughton, seconded by Joe Drozd, motion carried.

Report from Superintendent

- 4th Quarter 2018 Quarterly report and 2018 Year End report presented including Madison VA Van update.
- NACVSO Accreditation/Recertification Update presented
 - Wayne Leonard passed his certification at the training and will be getting his VSO accesses after the new year.
- Volunteers:
 - Darlene Sissler will be assisting in the office on an as needed basis as a volunteer.
 - Chris Martin is scheduled to complete the Volunteer orientation.

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Report from Treasurer

- Carroll County Board final decision about the 2019 CCVAC Tax Levy was presented.
- VAC Quarterly Financial Report with year-end totals was presented
- Bills / Funds Request for 4th Quarter 2018
 - Motion to allow the Treasurer to approve and pay bills in absentia with a signed voucher. All bill vouchers will be reviewed for final approval at the next scheduled board meeting.
 - Motion was made by Joe Drozd, seconded by Terry Lattin, motion carried.

Public Comments: N/A

Adjournment

Motion to adjourn made by Terry Lattin, seconded by Lee Gibbs, motion carried.
Adjourned at 8:25 pm

Minutes submitted by Shannon Grove
Administrative Assistant
CCVAC

Minutes approved by William L. Hanna
Superintendent
CCVAC