



Carroll County Veterans Assistance Commission

301 North Main Street – Mount Carroll, Illinois 61053

CCVAC Quarterly Meeting Wednesday, June 27, 2018 @ 7:00 pm Minutes

Meeting called to order By Lee Gibbs at 7:02 PM in the Carroll County Courthouse conference room with the Pledge of Allegiance, followed by invocation by Ellis Boughton, and Roll Call.

Roll Call

Present were Ellis Boughton, Lee Gibbs, Lyle Musselman, Wayne Leonard, Paul Mayer, Mike Raleigh, Terry Lattin, Lamoille Poffenberger, Raymond Rogers, Joseph Drozd, Bill Hanna, and Shannon Grove. Also present was Attorney Tim Zollinger.

Posts Present

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

Minutes Approval (Prior)

Motion to approve March 2018 meeting minutes was made by Mike Raleigh, seconded by Paul Mayer, motion carried.

Agenda Approval

The motion to approve the agenda was made by Mike Raleigh, seconded by Paul Mayer, motion carried.

Old Business

- Lawsuit Update
 - Attorney Tim Zollinger addressed the meeting.
 - He discussed the option of dismissing the lawsuit.
 - The county is giving us funds from the levy which are ours to decide how to use.

Phone: (815) 244-0226 – Fax: (815) 244-6295 – Email: office@cc-vac.org
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- County must fund VAC through either appropriated funds or a levy.
 - County can choose in the future to rescind the levy and fund through appropriation.
 - Maintaining funding through a levy may allow the County to receive funds from State/Federal grants. Levy would have to meet funding requirement. VAC could try to get a portion of the grant funds. If so the VAC should get an agreement in writing.
 - An informal agreement was made by the Board to allow the lawyer to work towards possibly dismissing the lawsuit. However, a formal decision was not made. The Lawyer needs to consider all options and will advise the Board when he is ready to file a motion. At which time a formal vote will be taken on how to proceed.
- Tax Levy Transition
- VAC Budget Proposal presented by Bill Hanna.
 - Included a breakdown of new salaries.
 - Bill Hanna presented a budget breakdown (Split Budget) showing that the new budget will still provide the appropriate funding, even with the Fund 77 appropriations the County has mandated for the first budget year. One-third of the funds provided for August thru November and two-thirds of the funds provided for December 2018 thru July 2019.
 - Motion to accept the proposed budget made by Paul Mayer, seconded by Joe Drozd, motion carried by a majority vote with one of the votes by proxy from Ernie Johnson.
- Proposal to change the fiscal year to bring it in line with the county funding.
- Motion to leave the fiscal year as it stands (Dec – Nov) was made by Ellis Boughton, seconded by Joe Drozd, motion carried.
- HR and Workers Comp / Liability Compliance.
- Bill Hanna informed the Board that the CCVAC Personal Policy is completed and in compliance with all Federal, State, and Local Laws.
 - Bill Hanna discussed how workers compensation and liability applies while working in the Courthouse. Additionally, he addressed how it would apply if the VAC moved to the New Community Center.
- Transition from Carroll County Clerk to VAC Treasurer.
- Ellis Boughton informed the Board that the transition is going smooth and he is in contact with the County Treasurer.
 - Bill hanna informed the Board that Mike Doty has requested a meeting to go over the transition and to get everyone on the same sheet of music.

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New Business

- New Senior Center (Harold Andreasen) and possible VAC relocation.
 - Bill Hanna presented a proposal to move in to the New Community (Senior) Center.
 - A diagram outlining the building's interior and exterior proposed construction was shown.
 - Bill Hanna informed the Board that the Senior Center Board voted to not charge the CCVAC for rent, utilities, liability insurance, and property upkeep.
 - Bill Hanna informed the Board that Harold Andreasen (Benefactor) agreed to word any legal documents, giving the CCVAC the first option to continue occupying and take over the financial liability for the New Community (Senior) Center if the Senior Center decides to vacate it at some point in the future.
 - Bill Hanna informed the Board that a decision needs to be made by July 1, 2018 in order to begin construction.
 - Motion to move into the New Community (Senior) Center once it is built and up and running made by Ellis Boughton, seconded by Lamoille Poffenberger, motion carried with one of the votes by proxy from Ernie Johnson.
 - The Board signed the Letter of Intent required by Harold Andreasen before construction can begin.
 - Bill or Wayne will return the Letter of Intent to Harold prior to July 1, 2018.
 - Financial Assistance: Add Wheel Chair Ramps.
 - Wayne Leonard proposed the option of adding the construction of Wheel Chair Ramps to Financial Assistance.
 - Bill Hanna asked the Board members to do some research on cost and any organizations that may assist in building them.
 - Wayne Leonard will continue his research on the topic.
 - Topic tabled until the next VAC Board meeting.

Report from Superintendent / Treasurer

- VAC Office Operations:
 - Bill Hanna proposed continuing the current Staff arrangements indefinitely due to his health conditions.
 - Motion to continue the current staff arrangements indefinitely was made by Mike Raleigh, seconded by Joseph Drozd, motion carried.

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- Quarterly Report (2nd Quarter 2018) and Transportation of Carroll County Veterans to Madison VA trip information.
 - The Quarterly Report with office stats, budget activity, and Madison Van trip information for the 2nd quarter of 2018 was [presented to the Board.
 - The Board discussed possibly changing the days of service to accommodate the common days the Veterans are using it the most, due to future funding issues.
 - The VAC Staff will analyze the trip information and speak with Carroll County Transit to see what days are best.
 - The Superintendent will present a plan of action at the next Board meeting.
- VAC Facebook Page update.
 - Shannon Grove informed the Board that there are 106 followers. Exceeding the goal of 100 followers, thanks to the effort of the Posts with Facebook that shared the VAC Facebook Page.
 - Bill Hanna informed the Board this will be the last update on Facebook at Board meetings, unless the numbers change significantly.

Report from Treasurer:

- Transition of reporting procedures, i.e... Monthly, Quarterly, Yearly reports.
 - A Monthly, Quarterly, Yearly Report will be generated by the Treasurer and sent the VAC Superintendent and County Board Liaison (as needed).
 - In future VAC Board meetings, the Treasurer will present a report outlining the VAC financials.
- Triumph Bank Account Setup / Status.
 - The Treasurer distributed a statement with the current account transactions, including the Tax Levy appropriations from the County.
- Merging of Funds held by Carroll County American Legion update.
 - All funds have been transferred into the VAC account with exception of the Lawyer fund which will still be managed by the Carroll County American Legion.
- Funds Management Update.
 - CCVAC Bank Account: \$14,428.11 (as of June 18, 2018)
 - Lawyer Fund: \$3,067.52.
 - Madison Van Fund: \$4,398.00
 - Homeless Prevention Fund: \$2002.68.

Discussion: Q & A

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- Discussed the new Veterans ID Cards and how to apply for it.
 - Bill Hanna advised the Board to to apply at www.vets.gov.
 - The Board request that the instruction be emailed out to the people present at the Board meeting. The Superintendent will send the instructions when he send the Meeting Minutes out to everyone.

Public Comments

- The floor was open to public comment with special emphasize on the VAC Budget. No public comments were made.

Adjournment

Motion to adjourn made by Ellis Boughton, seconded by Mike Raleigh, motion carried.

Adjourned at 8:49 pm

Minutes submitted by William L. Hanna

Superintendent

CCVAC