

VHA Board of Directors – Meeting Minutes
Lake Miona Recreation Center 1:00 PM February 24, 2022

Board Members - Present: Karl Arps, Fred Briggs, John Conboy, Russ D’Emidio, Peter Moeller, Vivian Stephens, Phil Walker

Board Members - Absent: Greg Panjian, Chuck Wildzunas

Invited Attendees: Peter Russell- VHA Executive Vice President, Joan Sullivan-VHA Secretary

Call to order: President Phil Walker called the meeting to order at 1:00 PM and led the Pledge of Allegiance.

Agenda Approval: Phil asked for a motion to approve the agenda. Motion made, seconded and approved.

Previous Meeting Minutes: Phil asked for a motion to accept the minutes from the January 27, 2022 meeting. Motion made, seconded, and approved.

Treasurer’s Report: Treasurer John Conboy referred members to the financials attached to this meeting’s agenda. John noted that there was a loss but slightly less than usual. Referring to the VHA 2022 budget John explained the original projection for Bingo profit is revised from twelve (12) months to the scheduled nine (9) months of Bingo from March through November.

Q. What are the IT expenses?

A. CenturyLink, Mail chimp, and Tangent Media. Tangent charges when a special request is made outside the original contract and charges considerably less than other companies.

Phil explained a meeting is scheduled with Tangent to learn what constitutes the charges to determine which actions may be handled by the VHA to reduce costs.

Old Business

Revision of VHA Bylaws and Board Mandate: Phil asked Policy Committee Chair Karl Arps to review the revisions considered for Board approval. The documents reviewed include:

- Motion 2 to Modify the Bylaws removing references to the Advisory Board and Regional Directors.
- The Board Mandate
- VHA Policy 1.1 Document Control
- VHA Policy 1.4 VHA Structure

Following discussion a motion was made to approve revisions to all four (4) document, seconded and approved unanimously.

Karl asked Board members to notify Phil if they have any issues accessing the documents from the website.

VHA Awards Night: Phil reported Mike Burke will be performing ahead of the VHA awards at the VHA General Meeting March 9, 2022 at 7:00 PM in Lake Miona Recreation Center.

Q. Will there be ice cream?

A. No. Due to new guidelines with serving food, the cost and need to know number of servings makes serving ice cream too costly.

Training New VHA Board Members: Phil asked the Secretary to review the two drafts of screening and training for Board members. The text of the two documents has been prepared by incorporating questions and comments from Board members to help with future screening and training for members new to the VHA Board of Directors. Motion was made to approve both documents, seconded and approved.

New Business

VHA Website Back-end Update: See Q & A under “Treasurer’s Report.” The secretary noted that the back-end list of VHA documents will need to be listed by content. Beth Musser – Website Content Editor is now reviewing how best to set this up.

Suggestion: organize documents using the same format as used for VHA Policies.

Phil explained the front end of the VHA website is also under review with the Executive Committee examining for ease of use and any concerns. A meeting will be held on March 9, 2022 with the Beth projecting the website onto a screen to explain features and address questions and concerns.

VHA Foundation Committee: Phil asked Vivian Stephens Foundation Committee Chair to give an update. Vivian explained that all six applicants have been interviewed and are all ideal for the FC. Vivian will be sending an acceptance letter welcoming each applicant and listing the first meeting at 9:30 AM on March 8, 2022. The location announced as soon as the room request is processed. New FC members are: Gale Crawford, Peggy Fore, Gary Frigiola, Kim Kiepach, Diane Kupchak, and Michele Yuskiewicz.

Fred Briggs noted that Vivian has done a great job in seeing the direction for moving this committee forward. Fred explained he approached someone explaining how the FC plans to find groups to receive a small donation that can make a big impact toward the group's mission. This person made an anonymous donation of \$1000 to the FC and suggested a photo of a donation to a group with an article be prepared to help others see the value of the FC and encourage others to donate to the FC.

Phil explained to the Board that \$5000 has been moved from the operating account to the charitable account for the FC to use in 2022 with the recent donation now equals \$6000. The charitable account will now hold only money for the FC. The intent is for the FC to be self-supporting in 2023.

Checks for the FC need to be made to "The VHA" with Foundation Committee written on the memo line to ensure money will be exclusively for FC.

Suggestion: The FC should create a template for a "Thank you" to ensure uniformity of appreciation letters as donations are received.

Removing VHA Mailboxes: Phil explained in the past VHA mailboxes were used often and checked weekly. Since the new VHA website began accepting new and renewal memberships the use of the mailboxes has dropped off. Most of the contents now contain US personal mail and District utility payments. The Executive Committee and Advisory Board highly recommended closing the mailboxes. Therefore, the boxes will be sealed closed and a note attached directing members to use the VHA website or US mail for membership dues.

Members Comments

Policy - Area Vice President Position Description: Q. Why was the Policy for Area VPs sent to Board members? A. As an FYI update revising references to "Senior Staff" which is renamed "Executive Committee."

Emergency Preparedness: Discussion referred to the national threat by Russia's President Vladimir Putin of a potential cyberattack. As the Developer and District Government are likely discussing emergency preparedness it was decided to notify each the VHA is available to offer help.

General Meeting April 19, 2022: Phil announced US Representative Daniel Webster will be the featured speaker at the April 19th VHA General Meeting.

Meeting adjourned at 2:20 PM

Respectfully submitted,

Joan Sullivan

Next Meeting: THURSDAY 1:00 PM March 24, 2021 Lake Miona RC – Resolute Room