

VHA Board of Directors – Meeting Minutes

Lake Miona Recreation Center 1:00 PM November 16, 2022

Board Members - Present: Karl Arps, Russ D’Emidio, Mike Dollard, Peter Moeller, Greg Panjian, Phil Walker

Board Members - Absent: Fred Briggs, Vivian Stephens, Chuck Wildzunas

Invited Attendees: Al Arnold – VHA Helping Hands President; Peggy Fiore – VHA Foundation Committee Chair; 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. Russ D’Emidio requested adding “Status Update – Board Self-Evaluation 2022 Action Items” to the agenda. Motion made to approve adding the additional agenda item, seconded and approved.

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

Treasurer’s Report: Treasurer Mike Dollard referred to the financials attached to this meeting’s agenda. A request was made to add the list of bills paid to the financials. Mike agreed. The financials will be filed for audit.

Old Business

Review of Board Training Documents: Russ explained during training a new Board member will receive a hard copy of the Board Mandate and the list of Documents available in a notebook including how to access Board documents online. Displaying the sample notebook, Russ stated the documents would be reviewed with the new Board member during the first training session. The new member would then have the option to access the documents online and receive no further hardcopies, accept the notebook of documents, or request specific documents as hardcopy in a hybrid notebook from the secretary.

Status Update – Board Self-Evaluation 2022 Action Items: Russ referred members to the distributed list of Action Items from the 2022 Board Self-Evaluation meeting. Items 1 – 3 referred to drafts of the Board Mandate, VHA Policy 1.3 “Regional Span of Control” and VHA Nominating Committee Charter. Policy Committee Chair Karl Arps explained revisions have been completed and the drafts will be sent to the Board for review. Karl stated the President, Executive Vice President, Treasurer and Secretary need to review the drafts of their position description and send their response to Karl to create final copy documents.

VHA Foundation Committee (FC) - Update: Foundation Committee Chair Peggy Fiore reported after Hurricane Ian, the FC approved a 30 period donation drive for Florida hurricane victims. A total of \$13,000 was collected and will be sent to the Humane Society of Naples, Feeding the Gulf Coast, Convoy of Hope, and the Florida Disaster Fund each receiving \$3250. An article is being prepared to be published in the Daily Sun newspaper. Peter R. suggested the FC have separate photos taken with the FC holding the Big Check and the organization receiving the donation check for Hurricane Ian victims. Peggy explained acknowledgments for donations have been sent electronically with larger donations receiving a handwritten thank you through regular mail.

Peggy stated a request has been made by Operation Homebound referring to “Meals on Wheels” in Villages north. FC will ask for more information from Operation Homebound and their intentions of distribution as distributions in all Villages areas would be more appropriate.

Q. Are FC monies in a separate checking account?

A. Yes.

The Voice: Executive Vice President Peter Russell reported the VHA newspaper the Voice will no longer be a supplement inserted into the Daily Sun beginning in February 2023, as it will be published directly into the newspaper. Initially a full page will be in Section C Local News with options for half and quarter pages. Peter and Jan Palmer – Voice editor will meet with Dan Sprung at the Daily Sun prior to January to discuss timing and placement of articles moving forward. The first Wednesday January 2023 will be the last time the Voice is inserted into the paper as a supplement.

Voice editor – Jan Palmer, Website Content Editor – Beth Musser and Facebook Coordinator – Jim DeCastro will become a team to coordinate VHA communications with Russ as a liaison.

New Business

VHA Helping Hands (HH) 2023 Budget: HH President Al Arnold explained the last HH Board meeting was cancelled due to Hurricane Ian delaying the preparation of the 2023 HH budget. The 2023 budget will be brought to the December 21, 2022 VHA Board meeting.

VHA Budget: Mike referred members to the proposed 2023 budget emailed prior to this meeting. Mike noted HH budget might not be correct. In addition, FC finances will be presented separately. Mike asked members to email him any questions regarding the proposed budget before the December Board meeting.

Q. Why is there a reduction of regular and lifetime membership dues?

A. Caution for what membership monies may come in.

Peter stated he will ask Doug Smiley – Tangent Media to get a breakdown between regular two year and lifetime memberships.

Annual Reports to Members: Russ referred to the document listing VHA Programs and Committees with a template for reporting annually to the Board. It was agreed that when Program and Committee leaders present reports to the Board, the Board may ask questions for clarification but no “on the spot” questions. Note: Board members received Advisory Board meeting minutes monthly for ongoing information of programs and committees throughout the year. Scheduling of program and committee leaders is a work in progress. Russ reminded members that Strategic Planning Initiatives will also be reporting quarterly to the Board.

Board Members as Liaisons: Topic to be discussed at a later date.

Members Comments

Document Control: Russ provided a matrix used at his former employment to track documents suggesting that a similar spreadsheet may help with the various VHA documents. A small committee will be formed including Phil, Peter, Karl, Russ and the Secretary to review documents and determine procedures.

Meeting adjourned at 2:58 PM

Respectfully submitted,

Joan Sullivan

Next Board Meeting: WEDNESDAY 1:00 PM December 21, 2022 Lake Miona - Defender Room