



# VETERANS ASSISTANCE COMMISSION OF COOK COUNTY

**Executive Board Meeting Agenda**

**30 September 2025 18hr30**

**AML Post 36**

**1291 Oakwood Ave, Des Plaines, IL 60016**

**(Executive Board Members):** Frank Gutierrez (*President*), William Browne (*1st Vice President*), Dutch DeGroot (*2nd Vice President*), Robert Arciola (*Treasurer*),

**At Large Board Members:** Greg Jacobs, Wayne Kern, Randell Tyner. Non voting **Appointees** Jim Parker (*Secretary*), Pete Hurt (*Judge Advocate*), Lorenzo Fiorentino (*Sargent at Arms*). Elizabeth Soto (*Superintendent*)

**I. Welcome – President Gutierrez**

- a.** Call to Order
- b.** Roll Call/Establish Quorum – 2nd VP DeGroot
- c.** Recognition of Guests

**II. Opening Reflection – Chaplain**

- a.** Prayer/Reflection
- b.** Pledge of Allegiance

**III. Consent Agenda – President Gutierrez**

- a.** Approval of Previous Meeting Minutes – 19 May 2025

**IV. Governance Report – Treasurer Arciola**

- a.** Approval of Financial Reports

**V. VACCC Office Report – Superintendent Elizabeth Soto**

- a.** Veterans Served Report
- b.** Office report
- c.** 2026 Budget

**VIII. Unfinished Business – President Gutierrez**

- a.** Progress on Digitizing VACCC Records
- b.** Membership NFP Status – Secretary Parker

**IX. New Business – President Gutierrez**

- a.** Annual Superintendent Evaluation
- b.** Office space at JB VA
- b.** Rectify discrepancy with bylaws and Depty Superintendent hiring.

**X. Public Comment – President Gutierrez**

**XI. Good of the Order**

**XII. Adjournment**

- a.** Motion to Adjourn
- b.** Next VACCC Membership Meeting 16 December 2025, 19:00 HRS (7:00 PM CST) at TBD