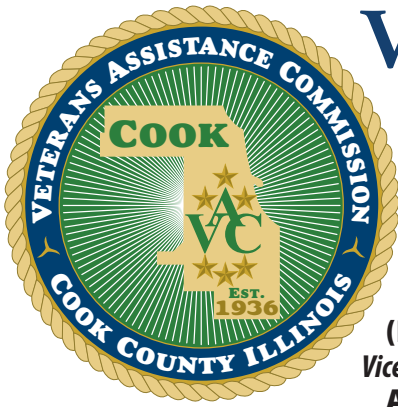




VETERANS ASSISTANCE COMMISSION OF COOK COUNTY

Executive Board Meeting Minutes

30 September 2025

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, Jesus "Chuy" Segura, Evamarie Duff.
Non voting **Appointees** Jim Parker (*Secretary*), Kevin Ake (*Chaplain*), Pete Hurt (*Judge Advocate*), Lorenzo Fiorentino (*Sargent at Arms*). Elizabeth Soto (*Superintendent*)

I. Welcome – President Gutierrez

- a. Board meeting called to Order at 1829 hrs.
- b. Roll Call/Establish Quorum – 2nd VP De Groot confirmed the presence of a quorum.
- c. Recognition of Guests by President Gutierrez: Josh Herman, VACCC Attorney; Tom Strossner of Member Post VFW 1337; Pat Flanigan of Member Post AL 36; Ran Tyner of Member MCL Det. 553.

II. Opening Reflection – Chaplain Ake

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

III. Consent Agenda – President Gutierrez announced the approval of the minutes of Special E. B. Meeting held on May 19, 2025

IV. Governance Report – Treasurer Aricola

- a. Financial Report was presented by Treasurer Aricola. As of 8/31/2025 (and from the start of calendar year 2025) the account balance was \$5,028.57. Donations in the aggregate amount of \$89.50 were received and deposited in the month of September resulting in an account balance of \$5,118.07 as of 9/30/2025.
- b. Motion by 2nd V. P. DeGroot to approve the Financial Report was seconded and approved by unanimous voice vote.

V. VACCC Office Report – President Gutierrez referred everyone to Superintendent Soto's report as announced and presented at the recent membership meeting.

VI. Unfinished Business – President Gutierrez

- a. Progress digitizing VACCC records. Tabled by President Gutierrez.
- b. Membership NFP Status – Secretary Parker said that before the meeting he received some documents regarding the legal status of the Corporation from Treasurer Aricola and said that he would report his conclusions and recommendations via memo to the Board in advance of the next E.B. meeting.

VII. New Business

- a. Annual Superintendent Evaluation. – 2nd V.P. DeGroot said that he will distribute copies of last year's evaluations to the elected Board Members in sufficient time for them to prepare and submit their evaluations before the December E.B. meeting. Attorney Herman said there is no statutory due date for the evaluations.

b. Office Space at Jesse Brown Bldg. There was nothing new reported but 2nd V.P. DeGroot said that he found some space in a building occupied by AmVets that is currently unused that may be suitable for our use.

c. Rectify discrepancy with By-laws and Deputy Superintendent Hiring. It was agreed generally that this must be addressed with an amendment to the By-laws. The remedy for a member missing two consecutive meetings also must be addressed.

d. President Gutierrez said we need a new By-laws Committee to discuss these issues and prepare suggested amended By-laws for review by the E.B. Treasurer Aricola (Chairman), 1st V.P. Browne, 2nd V.P. DeGroot, A.L. Member Duff, Ran Tyner, George Tander and Eric ("Kermit") Morales have agreed to serve on the By-laws Committee. Ran said that he will take up questions about eligibility for VACCC benefits.

e. 2nd V.P. DeGroot made a motion to go into Executive Session which was seconded and approved by unanimous voice vote at 1845hrs. The purpose is for Attorney Herman to discuss possible litigation.

f. 2nd V.P. DeGroot made a motion to close the Executive Session and return to the regular meeting which was seconded and approved by unanimous voice vote at 1857hrs.

VIII. Public Comment – President Gutierrez

a. None.

IX. Good of the Order.

a. Treasurer Aricola said we also need a Membership Committee. 2nd V.P. DeGroot agreed but suggested that the VACCC staff should handle the details.

b. A.L. Member Segura announced that a Veterans Resource Fair will be held from 1000 to 1400hrs. on November 8, 2025 at the Leyden Township Office building located at 2501 N. Manheim Road in Franklin Park.

c. 2nd V.P. Degroot said that the VACCC may do a presentation for the Dunkin Donuts Veterans Group in Niles.

d. President Gutierrez announced that he was contacted by Charley Mitchell of the VA who said that the VA will host a Veterans Resource Fair on November 6, 2025 at the University of Chicago building located at 1201 E. 60th Street, Chicago.

e. He also suggested that possibility of Member AL Post 758 hosting the next E.B. meeting at the Union League Club in Chicago. 2nd V.P. DeGroot suggested that it might be better for the VACCC to do a presentation there.

f. 2nd V.P. DeGroot also announced that he will make a presentation to the Cook County Board at a meeting to be held at its office on October 18th regarding approval of next year's VACCC budget.

X. Adjournment

a. The next Executive Board meeting will be at a time and location TBA

b. The next Membership Meeting will be held on 16December 16, 2025 at 1900 hrs. at the AMVETS Post 192, 7731 S Harlem Ave Bridgeview, IL 60455

c. Motion by 2nd V.P. DeGroot to Adjourn was seconded and passed by unanimous voice vote at 1921 hrs.

Submitted by Jim Parker, Secretary