



VETERANS ASSISTANCE COMMISSION OF COOK COUNTY

Executive Board Meeting Agenda

05 June 2024

AML Post 335 VFW Post 5979

8664 W Grand Ave, River Grove, IL 60171

(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, John Steciw. Non voting **Appointees** Jim Parker (*Secretary*), Kevin Ake (*Chaplain*), Gina A. LoGalbo (*Judge Advocate*), Lorenzo Fiorentino (*Sargent at Arms*). Elizabeth Soto (*Superintendent*)

- I.** Welcome - Gutierrez
 - a.** Call to Order
 - b.** Roll Call/ Establish Quorum – DeGroot
 - c.** Recognition of Guests -Gutierrez
- II.** Opening Reflection - Chaplain Kevin Ake
 - a.** Prayer/ Reflection
 - b.** Pledge of Allegiance
- III.** Consent Agenda - Gutierrez
 - a.** Approval of any Minutes
- IV.** Public Comment for any items Not on The Agenda - Gutierrez
- V.** Governance Report - Arciola
 - a.** Approval of Previous Financial Reports
- VI.** VACCC Office Report(s) - Superintendent Elizabeth Soto
- VII.** Consultant On Bylaws - John Steciw
 - a.** Bylaws proposed Amendment to be added to Article V SECTION 5.6. Meetings
 - F.** The President may change the date of a regularly scheduled Quarterly Membership Meeting when necessary, provided prior notice is given and requirements Of the Illinois Open Meetings are met.
- VIII.** Consultant Budget – Chairman William Browne Committee updates and appointments.
- IX.** Consultant on Services Provided - Paul Knudtson
- XII.** Old Business - Gutierrez
- XIII.** New Business - Gutierrez
- XIV.** Good of the order
- XV.** Adjournment
 - a.** Next VACCC Membership Meeting - Tuesday, 25 June 2024 1900 Location Hines VA



VETERANS ASSISTANCE COMMISSION OF COOK COUNTY

Executive Board Meeting Minutes

5 June 2024

Location:

American Legion Pos 335/ VFW Post 5979

8664 Grand Ave

River Grove, Illinois

(Executive Board Members): Robert Arciola (President) Frank Gutierrez (1st Vice President), Paul Knudtson (2nd Vice President)(absent), Michael Chyterbok (Treasurer) (absent), William Browne, Wayne Kern, John Steciw (EB members)

- I. Welcome – President Frank Gutierrez.
 - a. Call to order at 1835hrs.
 - b. Roll Call/Quorum – Frank called the roll of Board Members and announced 10 members (John Steciw via Zoom) in attendance which exceeds the quorum requirement.
 - c. Frank announced there were no guests in attendance..
- II. Opening Reflection – Chaplain Kevin Ale.
 - a. Prayer/Reflection.
 - b. Pledge of Allegiance.
- III. Consent Agenda –Frank Gutierrez.
 - a. Approval of Minutes of previous meeting. Frank said that he did not have the minutes. They will be approved at the next meeting along with the minutes of this meeting.
- IV. Public Comment for Items Not on the Agenda. None.
- V. Governance Report – Robert Arciola.
 - a. Robert announced he had obtained the financial records of the Membership Corp. from 2017 to date and circulated copies.
- VI. VACCC Office Reports – Superintendent Elizabeth Soto.
 - a. Elizabeth did not attend but Frank read some highlights from the First Quarter report.
- VII. Consultant on By-laws – John Steciw.
 - a. John read the following proposed amendment, the first reading of which was held at the March membership Meeting:

“Article V SECTION 5.6 Meetings F. The President may change the date of a regularly scheduled Quarterly Membership meeting when necessary, provided prior notice is given and requirements of the Illinois Open meetings Act are met.”

Upon a proper Motion by Robert, seconded by William, the foregoing was approved by unanimous voice vote for presentation to the Membership for final approval at the June 25 meeting.
- VIII. Consultant on Budget – William Brown.
 - a. William said there is nothing new on the budget now but he will get some members to assist him when necessary.

IX. Consultant on Services Provided -- Wayne Kern.

- a.** Wayne said he secured the County's OK on donated baseball tickets for veterans.
- b.** Dutch said the \$360 cost of the website will be paid by the County, but we will run it, not the County.

X. Old Business – Frank Gutierrez.

- a.** Parker reported the following on the Membership Corporation:
 - 1.** Currently the MC has a FEIN, a bank account and has filed all tax returns (Form 990-N) to date.
 - 2.** The MC does not have corporate status with the IL Sec/State, current By-laws or tax exempt status with the IRS.
 - 3.** He suggested that the EB draft Articles of Incorporation for the MC with a new name and listing the EB members as the MC's members and submit it to the IL/SOS for approval (filing fee is \$50). While that is pending we should draft by-laws and do more research on the appropriate tax-exempt category for which we should apply.
- b.** Frank emphasized the importance of this as we have the possibility of future donations from public sources.

XI. New Business – Frank Gutierrez.

- a.** Dutch emphasized the importance of the June 25 Membership Meeting. Also, we should use social media to get this message out.

XII. Good of the Order.

- a.** Regarding Staff Positions, Frank said that VSO and Outreach positions have been posted. These and all other jobs will be filled with "at will" employees.
- b.** Lorenzo suggested that we consider having quarterly performance evaluations for all employees.
- c.** Regarding Transportation Services, Frank said that Divvy will provide free use of its scooters to veterans for a year. Lime wants to offer 50% off to vets, but its scooters may not be allowed in the Loop.
- d.** Frank said that Congresswomen Delia Ramirez has earmarked \$2M for a new VACCC facility in River Grove. Elizabeth has three possible sites in mind. While not a perfect location, this will be a good start.
- e.** Our budget has a \$99k grant pursuant to an American Rescue Grant that we should use it before year end.

XIII. Adjournment. Upon a proper Motion by Dutch, seconded by John and approved by unanimous voice vote, the meeting was adjourned at 2002hrs.