



Carroll County Veterans Assistance Commission

301 North Main Street - Mount Carroll, Illinois 61053

Carroll County Veterans Assistance Commission Lanark Heritage Center July 29, 2020 @ 7:00 p.m.

Call to order: 7:00. Lee Gibbs called the meeting to order

Invocation: Ellis Boughton did the Invocation

Pledge of Allegiance: Done by all in attendance

Roll Call: Done by Wayne Leonard: Present were Wayne Leonard, Doug Bergren, Lee Gibbs, Steve Behrens, Ellis Boughton, Joe Drozd, Terry Lattin, Lamoille Poffenberger, Paul Hartman, Ernie Johnson

Posts Present: Milledgeville American Legion, Mt. Carroll American Legion, Lanark VFW, Thomson American Legion, Lanark American Legion, and the Carroll County Board.

Approval of Previous Meeting Minutes:

- Dec. 18, 2019 Minutes: Joe Drozd moved to accept, seconded by Ellis Boughton, passed.

Agenda Approval: Joe Drozd moved to accept, seconded by Ellis Boughton, passed

Addition to Agenda:

- Discuss contract with Senior Center
- How to utilize the \$250 donation
- Doug's pay raise

Treasurer's Report:

- As of July 15, 2020, one third of VAC budget has been collected from the county
- \$6,000 for Equipment to be transferred from Reserve Fund, \$500 transferred from Reserve Fund for Equipment Maintenance. Joe Drozd motioned to move funds, seconded by Steve Behrens, passed
- Doug's 1 year anniversary coming up along with his VSO designation. It was agreed to wait until the new fiscal year before any pay raises take effect.
- Joe Drozd moved to accept amended report, seconded by Terry Lattin, passed.

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Old Business:

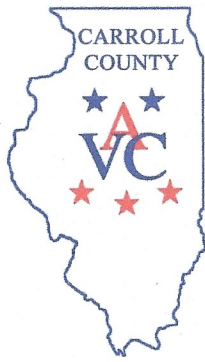
- Have all Board Members completed the Open Meetings Act?
Board Members do not have to. Only office personnel.
- Meeting held with Senior Center. All maintenance to be done at the new building will be paid for by the Senior Center. Because no VAC funds will be spent for maintenance, the office could afford a utility table and a storage cabinet which has been purchased, delivered, and set up.
- The new furniture has also been delivered and set up at the new building.

New Business:

- Funds Request: A vacuum cleaner \$59.99 (Walmart), sign \$50.95 (Smart Sign), Mailbox \$35.79 – large (Farm & Fleet), letters & numbers for mailbox \$2.79 (Farm & Fleet), post for mailbox \$24.02 (Menards), stepstool \$37.99 (Walmart), static duster \$15.00. Prices do not include sales tax.
Motion was made by Joe Drozd for a not to exceed figure of \$208 for the above.
Seconded by Terry Lattin, passed
The USPS will deliver mail on Monday, Wednesday, and Friday
A Post Office box was discussed. It would cost \$76/year
- The office will need 2 upright file cabinets instead of the county's lateral files.
Because \$1781.22 was saved for maintenance, and Wayne not attending Peoria this year, VAC will be able to afford \$1200 for the cabinets.
Motion was made by Joe Drozd, seconded by Ellis, passed.
- It was agreed to add Paul Mayer's fee for domain name to the budget.
- The VAC has to have an understanding with the Senior Center that the VAC has to be able to be in the building to conduct business whenever possible. The VAC will do its own housekeeping. Nobody other than VAC personnel can have a key to the office. Also, we may need periodic access to the board room.
- Doug's pay raise was tabled
- Regarding the undesignated donation of \$250, it was decided that those funds and future like donations will go to final uses for veterans burial (grave markers or plaques) of \$100 (if available) based on economic need.
Motioned by Ellis, seconded by Joe Drozd, passed

Report from Superintendent:

- Wayne now has his PIV card.



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Discussion: Q & A

- None

Public Comments:

- None

Executive Session:

- None

Adjournment:

- Joe Drozd moved to adjourn, seconded by Ellis Boughton, passed.
Meeting adjourned at 8:15 p.m.

Minutes submitted by Doug Bergren, Administrative Assistant, CCVAC.