



Carroll County Veterans Assistance Commission

301 North Main Street – Mount Carroll, Illinois 61053

CCVAC Quarterly Meeting Wednesday, March 21, 2018 @ 7:00 pm Minutes

Meeting called to order at 7:00 PM in the Carroll County Courthouse conference room with the Pledge of Allegiance, followed by invocation by Ellis Boughton, and Roll Call.

Roll Call

Present were Ellis Boughton, Lee Gibbs, Lyle Musselman, Wayne Leonard, Ernie Johnson, Paul Mayer, Mike Raleigh, Terry Lattin, Lamoille Poffenberger, Raymond Rogers, Doug Butte, Joseph Drozd, Richard Ottens, Bill Hanna, and Shannon Grove.

Posts Present

Savanna VFW, Savanna American Legion, Thomson American Legion, Milledgeville American Legion, Shannon American Legion, Lanark / Mount Carroll VFW, Lanark American Legion, Mount Carroll American Legion,

Minutes Approval (Prior)

Motion to approve December 2017 meeting minutes was made by Mike Raleigh, seconded by Richard Ottens, motion carried.

Agenda Approval

The motion to approve agenda was made by Paul Mayer, seconded by Richard Ottens, motion carried.

Old Business

➤ Lawsuit Update

Phone: (815) 244-0226 – Fax: (815) 244-6295 – Email: office@cc-vac.org
Website: www.cc-vac.org



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- Attorney requested a Stay to hold the lawsuit open.
 - County countered with a motion to dismiss
 - Court approved the Stay.
- Information was forwarded to the Lawyer for review to consider the possibility of a Levy with a rate of .02%. Which would allow for additional funding from the State.
- Shannon Post needs to be billed for their portion of the billed expenses from the Lawyer as they did not contribute to the retainer.
- 2018 Appointment of Post Delegates and Alternates
 - Shannon American Legion is still outstanding.
 - Commander is currently on vacation
 - Senior or Junior Vice needs to complete form.
 - Shannon will not be able to vote until completed.
 - Commander came late and completed the form during the meeting.
- Financial Assistance Expansion for Maintenance (Case by Case)
 - Two Different Programs
 - One-time (annual) emergency assistance
 - 90-day Maintenance program, not to exceed \$2000 annually
 - Motion by Lyle Musselman to approve, 2nd by Mike Raleigh. Motion carried.
 - Amendment to previous covered expenses to add Water Heater repair, Heater repair, Auto repair (if medically necessary), and A/C repair (if medically necessary).
 - Motion to approve made by Paul Mayer, 2nd by Mike Raleigh. Motion carried.

New Business

- Tax Levy Transition
 - Ellis Boughton and Mike Doty have had one meeting

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- After preliminary meeting with Mike Doty, Ellis Boughton reported a budget surplus of 25-30% is acceptable.
- First payroll we will cover on our own will be beginning of August
- First levy payout from the county will occur at the end of July from normal tax payments.
- 2nd payout will be made up of late tax payments.
- 3rd payout will be made up from disputed taxes.
- CCVAC currently has an account at RIA in Savanna. Changing banks may be more convenient when taking over all expenses.
 - Triumph Bank has multiple locations through Carroll County
 - Richard Ottens made a motion to change banking to Triumph Bank, 2nd by Lamoille Poffenberger. Motion carried.
- VAC Board Discussion/Election
 - Motion to take board member elections off the table was made by Lee Gibbs, 2nd by Joe Drozd. Motion carried.
 - Richard Ottens moved all discussion/nominations to be closed, 2nd by Paul Mayer. Motion carried. All positions filled by unanimous vote.
 - CCVAC 2018 Board is as follows:
 - President: Lee Gibbs
 - Vice President: Paul Mayer
 - Secretary: Ex Officio Position to remain part of the VAC Office Admin position duties.
 - Treasurer: Ellis Boughton
 - Judge Advocate: Ernie Johnson
 - Sergeant at Arms: Joe Drozd

Report from Superintendent / VSO:

- CCVAC Office Operations
 - Vacation Policy
 - William Hanna presented a preliminary vacation policy
 - Available for use 1 year after accrual then Use it or Lose it.

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- Retroactive two years for current employees.
- Motion to approve made by Mike Raleigh, 2nd by Richard Ottens, motion carried.
- Current employees have 6 months to use retroactive vacation time.
- Motion to approve made by Richard Ottens, 2nd Lyle Musselman, motion carried.
- Motion to accept the Vacation Policy as amended made by Terry Lattin, 2nd Richard Ottens, motion carried.
- Comp-Time Policy
 - William Hanna presented a preliminary Comp-Time policy.
 - Issues regarding Comp-Time and hourly employees brought up and needs to be researched. Return to Board for re-vote if not in compliance with the Federal and State law.
 - Motion to accept the Comp-Time policy made by Richard Ottens, 2nd by Joe Drozd, motion carried.
- Due to scheduling conflict with a post, we will look to change quarterly meetings to the 4th Wednesday of the Month.
 - Wayne was tasked to confirm conference room availability.
 - Motion to approve changing quarterly meetings made by Lamoille Poffenberger, 2nd by Joe Drozd. Motion carried.
- Quarterly Report
 - Handout with office stats and budget activity for the 1st quarter of 2018 passed out and presented by Wayne Leonard
 - Motion to approve the quarterly report made by Lyle Musselman, 2nd by Richard Ottens, motion carried.
- Transportation update
 - Van used 4 times in the first quarter.
 - Contract will need to be amended, as senior center is giving their drivers a raise.
- Donation Management Update:

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- Lawyer Fund: \$2901.45
- Van Fund: \$3888.00
 - Includes a \$250 donation made in memory of a veteran who passed that relied on transportation assistance to get to VA appointments.
- Homeless Fund: \$2002.19
- VAC Facebook Page Update:
 - 53 Likes / 56 Followers
 - Asked local posts with Facebook pages to please share our page.

Public Comments

- Information passed out regarding
 - Unmet Needs (VFW National Financial Assistance Program)
 - Decision Ready Claims
 - Savanna Bridge Dedication

Adjournment

Motion to adjourn made by Lee Gibbs, seconded by Lyle Musselman, motion carried.
Adjourned at 9:11 pm

Minutes submitted by Shannon Grove
Administrative Assistant
CCVAC