

# MINUTES

## Veterans Assistance Commission of Boone County

The August 2023 meeting of the Veterans Assistance Commission of Boone County was called to order by Chairman Kelm on 25 September 2023 at 5:00 pm.

All Executive Committee members were present except John Grzelak who was excused. Boone County Board member Marion Thornberry attended.

Boone County Post delegates were present except John Grzelak who was excused.

Secretary's reading of the Minutes was approved as read.

### Public Comment:

- Citizen Les Richter commended Superintendent Carville on her performance in stepping into her new role.

### Reports by the President:

- None

### Committee Reports:

- Search and Selection Committee reported that Elizabeth Carville had been offered and accepted the position of VAC Superintendent.

### Superintendent's Report:

- Submitted August VACBC Monthly "Operations Report"
- Submitted August VAC "Monthly Veterans Assistance Status Report"
- Gave a detailed report on recent County Fair
- Asked for direction on the responsible destruction of VAC records.
- Reported on her recent attendance at the state Superintendents meeting
- Spoke of her search for an Assistant Superintendent

On motion by Bruce Anderson and second by Berni Bland the Superintendent's Report was accepted

### Old Business:

- None

### New Business:

- The 2023 VAC Personnel & Policies Manual was presented for approval. On motion by Jess Strebin and second by Bruce Anderson the 2023 VAC Personnel & Policies Manual was accepted. The Manual will be posted to the web site.

**General Discussion:**

Discussed the need for a provision in the VAC By-Laws for the granting a waiver of a By-Law, a VAC rule or VAC policy.

The next meeting will be held 23 October 2023 at 5:00 pm at VFW Post 1461 at 1310 West Lincoln, Belvidere, IL

On motion by Les Richter and second by Berni Bland the August 2023 meeting of the Veterans Assistance Commission of Boone County was adjourned at 5:47 pm

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Jess Strebin', with a long horizontal flourish extending to the right.

Jess Strebin  
Secretary