

Veterans Services Foundation Board of Trustees

American Legion Department Headquarters

1708 Commonwealth Avenue, Richmond, Virginia 23230

December 12, 2019

9:30 a.m. – 12:30 p.m.

DRAFT

Development Committee Meeting: 9:00 – 9:25 a.m.

Finance Committee & Procedures & Policies Committee Joint Meeting: 9:15 – 9:25 a.m.

- I. Opening and Pledge of Allegiance, Roll Call of Trustees, Quorum Determination, Introduction of Visitors, Approval of Agenda:** *Board Chair* (5 minutes)
- II. Review and Approval of September 19, 2019 Meeting Minutes:** *Board Chair* (5 minutes)
- III. Presentations:**
 - FOIA (Freedom of Information Act) Training:** *Justin Bell, OAG* (30 minutes)
 - VETE Programs:** *VETE representative* (15 minutes)
 - Boodle AI:** (20 minutes)
- IV. Reports:**
 - a. Board of Veterans Services: *Michael Dick* (5 minutes)
 - b. JLC: *Frank Wickersham* (5 minutes)
 - c. Department of Veterans Services: (5 minutes)
 - d. Foundation Executive Director: *Karla Boughey* (5 minutes)
 - e. Board Chair: *Frank Finelli* (5 minutes)
 - f. Development Committee Report: *John Lesinski* (5 minutes)
 - g. Finance Committee Report: *Walter Stosch* (5 Minutes)
 - h. Procedure and Policies Report: *Jack Hilgers* (5 minutes)
 - i. Review of FY20 First Quarter Financial Report: *Tammy Davidson* (5 minutes)
 - j. Review FY20 Budget adjustments: *Tammy Davidson* (5 minutes)
- V. Unfinished Business:**
 - a. Policy 3 and 4 Revisions: *Jack Hilgers* (5 minute)
 - b. VSF Funding Guideline: *Jack Hilgers* (2 minute)
 - c. Other Unfinished Business: *Board Chair* (1 minute)
- VI. New Business:**
 - a. Approval of Policies 3 and 4: *Board Chair* (2 minutes)
 - b. Approval of VSF Funding Guideline revisions: *Board Chair* (2 minutes)
 - c. Approval of Development Initiatives, if needed: *Board Chair* (2 minutes)
 - d. Approval of FY19 First Quarter Financial Report: *Board Chair* (2 minutes)
 - e. Approval of FY19 Budget Adjustments: *Board Chair* (2 minutes)
 - f. Other New Business: *Board Chair* (2 minutes)
- VII. Public Comment Period** (5 minutes)
- VIII. Adjournment**

Next Board Meeting: Thursday, March 26, 2020 Location: TBA
- IX. Holiday Lunch**