
VETERANS ACCESSION HOUSE

A CALIFORNIA PUBLIC BENEFIT CORPORATION

-- MEETING MINUTES --

Commencement of Meeting: A meeting was called to order on April 14, 2018. The following directors appeared at the meeting, James McMurry, Nubia Ramirez, Leonard Ramirez, Sherry Crane, and Jimmy Hildreth. A quorum of Directors being present, the meeting was undertaken.

Agenda items and resolution:

Board members: Opening announcement that Mary Rivers, Non-Profit Grant Writer and scheduled to attend the meeting, was not able to make the trip from Santa Rosa due to illness. Will talk with her about possible reschedule for out next meeting.

Strategic Planner: President welcomed, and introduced Mike Petrie, Strategic Planner. He gave a brief explanation of his background, qualification to conduct a planning session, what his goals and objective were for the day.

Motion to accept February 2018 minutes. Each board member was sent a copy of the VAH February 2018 board minutes and had reviewed them. Sherry proposed that the minutes be accepted into record as true and accurate. James Second her motion.

New Business: The new VAH Logo was presented to the board. The design was discussed, and voted on. It was felt that the original logo image with three soldiers holding weapons was aggressive, and a softening of the image was preferred. Removing the three standing soldiers from the image, and replacing them with a kneeling soldier and one standing student in their place was unanimous approval as the logo design.

Web address, Home page, email address, flyers and business cards:

Veterans Accession House was able to secure the Web Address of VAHouse.org through Site ground.com, as the organizational address for web marketing and business postings. With the address comes email addresses for all board members, with the reserve of 25 additional addresses. They read as follows: First letter of a member first name, followed by their full last name@VAHouse.org. Examples Leonard Ramirez would read, lramirez@VAHouse.org (not cap sensitive). Domaine for email access is shared through Gmail server. All instruction and password will be forward to board member with this month's minutes.

Continued:

Jason Phegley, Sales & Marketing Manager for VOCODesign, was contracted for, and provided mockups for the design of VAH's new Home Page, organizational flyers and business cards. Each has some suggested editing before final approval, but the core of the work was unanimous approval.

Property lease at 947 Cutter Street.

The lower unit to VAH principle upstairs unit was put on the market, and registered with Martinez VA HUD-VASH. Due to reduction in available vouchers, listing is still posted. Many inquiries for Section-8 and private lease proposed made to date, but declined. VAH will hold unit available for a veteran family holding a HUD-VASH voucher. This will be in keeping with our purpose statement to serve student veterans and veteran families.

Funding Promotion: Data Universal Numbering System (DUNS), Business Credit File.

Leonard received a call from the marketing department of DUNS, who explained the mission of DUNS as a national center of business and non-profit organization verification and assessor. They further explained that they were the central verifying agency for rating an organization's credit worthiness. They proposed that if VAH as an organization planned to apply for State, Federal or private grants, that they could assist VAH by performing a pre-assessment for organization credibility and worthiness. They offered that they could link our web address and share our rating as part of a promotional package offered at \$980.00 dollars. However, because we are a non-profit organization, and veteran run, that it would be offered at \$250.00 as an annual fee. Understanding the value of this contracted agreement, the board voted it as an investment to promote the organization. The board voted unanimously to spend \$250.00 dollars for this purpose.

Tax requirement for 2017 tax filing:

Accountant Dawn Hunter has been working on VAH's 2017 Tax filing requirements. This is a short form, and is being held up waiting for a confirmation letter from the State Attorney General, Registry of Charitable Trusts. Once granted, VAH will have State recognition equal to our present Federal 501 (c) (3) status. Going forward, CPA Simbatashe Ndemera, Chief Financial Officer for Regroup for Vets, has been contracted to perform all financial auditing regarding reconciliation and management of grant funding.

Strategic Planner presentation:

Facilitator Mike Petrie led the board through a clarification of our organizational statement, and its goals and objectives. While many of the procedural points have already been developed, and accepted as guiding principles under the organization's Article of Incorporation, there were operational short comings identified through the process. The strategic planner helped us identify what steps we need to take promoted the organization, develop funding sources, and a need to recruit students to form a newly conceived sub-action committee, intended to support the interest of the organization's goals and objectives, and to advise the board.

Proposed actions: It was proposed that in the coming weeks, that local junior colleges, private and State University Veteran Organizations be contacted to liaison, and promote the organization. They would be provided, soon to be delivered VAH pamphlets, and business cards to promote access to VAH service for Student Veterans experiencing homelessness. Recruitment of student body members to service as volunteers on the proposed Sub-Action Committee might be drawn from local educational systems. Also proposed was a need to start an immediate drive to secure funding resources. This move would coincide with the start-up of the VAH Home Page, email and informational literature. A vote to take these actions was proposed by Leonard, and Second by Sherry and thirded by Jimmy.

Next Meeting: Majority of the board believed that, given the urgency to execute proposed actions planned, our next meeting is scheduled for **Saturday, May 19, 2018 at 1100am.**

A copy of the final logo design attached as Exhibit A

A copy of all pamphlets, business cards attached as Exhibit B

Copy of Link to Web and email addresses attached as Exhibit C

Meeting Closed: Final questions open to board members. No further new business presented. The board thereafter ended.

Date: April 14, 2018

Nubia Ramirez
SECRETARY

EXHIBIT A

EXHIBIT B