
VETERANS ACCESSION HOUSE

A CALIFORNIA PUBLIC BENEFIT CORPORATION

-- MEETING MINUTES --

Commencement of Meeting: A meeting was called to order on May 19, 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: Opening Remarks, introductions and welcoming Mary Rivers – Grant Writer to the board meeting.

1. Motion to accept minutes. Each board member was sent a copy of the VAH May 2018 board minutes and had reviewed them. James proposed that the minutes be accepted into record as true and accurate. Nubia Second the motion.
2. Welcome Mary Rivers on to the VAH Board of Directors.

Old business: 1. Email accounts established, but there is a technical glitch requiring IT mediation. 2. 2017 Federal and State taxes filled by accountant Dawn Hunter. This is a short form for State Attorney General, Registry of Charitable Trusts. 3. Application for SAMS account for credit rating and website promotion delayed until VAH is up and running. Expense not justified at this time. Strategic Planner: Many critical areas identified as needing immediate action to advance VAH as a viable organization, to compete within the Transitional Housing arena for Veteran care. Primary item recommended for development is the VAH Business Plan. Leonard agreed to have an outline drafted for board consideration by next meeting.

New Business: Web address: vahouse.org is created, and webpage is being designed. Discussed was critical webpage dropdowns for organizing VAH and resource information and Board member profile. Each board member has submitted their profile took a picture to be posted on the webpage. Continued problems with individual email address activation to Google.

Brochures and business cards: Brochures presented and accepted as approved for VAH organization promotional purposes. Business cards were distributed to each board member. Leonard presented a proposal to edit the business card design to include an image of a house to visually inform the public of the core mission of VAH (housing veterans). Vote was taken, James seconding the motion. Proposal passed.

Community liaison: Leonard informed the group that he had visited Los Medanos and Diablo Valley Junior Colleges, Cal State University East Bay and the County Vet Center to liaison, and promote the organization. He connected to LMC and DVC Veteran Student clubs to educate and promote VAH services for Student Veterans experiencing homelessness.

Request for donations: A letter drafted to solicit donations from community organization was presented. Board felt it was too lengthy, and proposed it be edited to use bullet points for easy of reading and clarity of message delivery. Sherry Crane volunteered to take on this task.

Linking accounts: For easy of making donations, Leonard informed the board that PayPal has been linked to the VAH Well Fargo account; joined by the email Info@vahouse.org. Request made to create a new email, donate@vahouse.org was proposed by Nubia, and presented by Leonard. Vote taken, and board members endorsed the motion. Leonard agreed to having the Web-designer create the new email address. Leonard also agreed to link to email address to PayPal once it is created.

Request for support: A letter was draft and submitted to the Board requesting Intern support from CSUEB. Board identified need for language changes. Sherry Crane volunteered to review and make necessary change.

Trademark application: Leonard informed the Board that an application to Trademarking the phrase “Helping Those Who Served First” as used on VAH letter heads, has been submitted to the organization attorney’s office for action.

Stickers: Leonard proposed to the board that a sticker of the organizational logo be created for mass distribution on college campuses. The motion was seconded by Jimmy, and Leonard will have it produced at a local printing shop.

Proposed actions: Continued identify and recruitment of board members who have the backgrounds experience in the areas of Legal, Business and Tax preparation.

Next Meeting: Majority of the board believed that, given the urgency, our next meeting is scheduled for **Saturday, June 30, 2018 at 1100am.**

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

Date: May 19, 2018

Nubia Ramirez
SECRETARY

EXHIBIT A

EXHIBIT B