

**NATIONAL FOUNDATION FOR VETERANS & FAMILIES, INC.**  
**MEETING MINUTES**  
**JANUARY 19, 2017**

**Roll Call**

Chair Yates: present  
Secretary Allen: Absent  
Treasurer Price: present

**Directors**

Susan Henthorn: absent  
Greg Thibadoux: present

**Advisors**

Sharon Hobbs: present  
Jeffrey White: absent

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The meeting was called to order at 8:10 p.m. (e). A quorum was present.

**Motion#1:** Agenda was approved.

**Motion #2:** Minutes were approved as changed.

**Treasurer's Report:** Susan Price reported the bank balance of \$6,939.87; \$4,137 *In Memory Fund*; \$2,802.87 *General Fund*. Susan is working on the year-end report.

**Unfinished Business:**

**Motion #3:** Revise Grant Application Cover Sheet to remove description of project as it is included on the Grant Application Form. **Approved.**

Future Meeting Dates were set and agreed upon to meet online: April 27 (annual meeting), July 20, and October 26 at 8 p.m. (E).

**Fundraising Efforts** – A meeting was held to revise the donation letter and they were mailed. Linda asked for a copy of the letter and a list of recipients. We have heard back from one that they donate to underprivileged youth. A request had also been sent to Mayfield Dairy and they will discuss at their next board meeting. Awaiting report from Susan Henthorn.

**Grant Requests** – Greg's skill is grant writing. The Grant Department at UTC is willing to proof documents. They also have an extensive veterans' program which will be a good fit for the foundation and have UTC work with us. The big issue is how do we find out what grants are available. Greg will set-up a meeting with the Grant Dept. and get information on sources.

### **Unfinished Business (continued):**

Criteria for one of the grants was audited financial statements. Greg offered to find someone who could audit our financial records at no cost. Key to requests is to be specific and tie to the mission statement, and the Foundation's is very specific

Linda reviewed the criteria for the Hidden Heroes Fund, and their grants are strictly for caregivers.

There is a VVA chapter in Detroit, MI that has a foundation. Sharon will continue to pursue this opportunity and find out the name so we can apply.

### **New Business:**

Bylaws Revision – one proposal is to change the term of officers from four years to two. Review and adoption of bylaws will be discussed at our April 27<sup>th</sup> meeting.

All proposed amendments to the bylaws must be submitted no later than February 27, 2017. We will schedule the meeting for an hour to accommodate discussion of the bylaws.

**Foundation Brochure:** Approval was given to move forward on preparing a brochure to promote NFVF. Linda will start working on a design. Susan Henthorn has a printer who may print at no charge to the Foundation. It was suggested to include the brochure in AVVA bags at the Convention; add a donation link to AVVA's website including guidelines for "restricted" donations (specified purpose of the gift). Expect to have finalized by Convention. It was also suggested to discuss the Foundation at the meeting. We will be prepared in the event there is time on the agenda.

**Additional Board Members:** It was agreed by all to start looking to bring on about four more board members. Greg suggested that we concentrate on one individual at a time. Sharon suggested possible candidate: Don Jones - Ohio State Council. Linda will follow up with him. We also need to discuss how we identify candidates.

**Other:** Greg and Linda to register for *Get to Know GrantStation* Webinar with TechSoup on Tuesday, January 24<sup>th</sup>. Suggested that other members join TechSoup (no cost) for their offerings.

Meeting adjourned at 9 p.m. (e).

Susan Price  
Susan Price, Treasurer