



VETERANS TRUST FUND OF SOUTH CAROLINA

Veterans' Trust Fund of South Carolina Board Meeting Minutes

July 29, 2014

1. **Call to Order:** The Board Meeting of the SC Veterans Trust Fund was called to order at 1:00PM, by Mr. Howard Metcalf, Executive Director.

2. **Attendance:**
 - a. Present: Howard Metcalf, Bernie Chapman, Valerie Brunson, Gloria Evans, Jimmy Lee Wallace, Dale Ellenburg, James White, Calvin Lewis, James Brown, Ronald Taylor, Robin Helms, Bevin Studstill.
 - b. Absent: Jim Lechner.

3. **Approval of or Changes to Previous Minutes:**

There are no previous minutes.

4. **Old Business (status of outstanding issues in the previous minutes):**

There is no old business at this time.

5. **Committee and Financial Reports:**
 - a. Financial Report was included in packet provided to each member and is attached
 - b. Election of Executive Committee was held and the following were elected:
 - Chairman: Bernie Chapman
 - Vice-Chairman: Jimmy Lee Wallace
 - Treasurer: James Brown
 - Secretary : TerryLynn Di Chiara
 - Parliamentarian: Calvin Lewis
 - Executive Director: Howard Metcalf

6. **Project Reports:**

There are none at this time

7. New Business

- a. Welcome: Executive Director, Mr. Metcalf welcomed all newly appointed members to the VTF. He then introduced Gary Anderson, OEPP Director, who addressed the Board saying it was an historical moment for the Veterans Trust Fund of South Carolina (VTF). Board members introduced themselves and provided some personal and professional background information.
- b. Mission: A copy of the Mission Statement was in each member's packet. Mr. Metcalf stated, simply put, "serving veterans" is the bottom line; this includes their family members.
- c. Metcalf acknowledged that the energetic personalities of the Board members that he suggested that the members should "agree to disagree" up front. This meeting of the VTF set the foundation and groundwork for what is to be done from here out.
- d. Several points in the SC law were then discussed:
 - 1) funds/donations and how they are disbursed
 - 2) who may receive funds from the VTF: Mr. Brown reminded the members of the Attorney General's Opinion which stated awards could not be made to individuals
 - 3) per diem: under the SC law, members could receive \$35 per diem plus mileage and meals, if applicable; Mr. Metcalf asked Board members to waive this as this would take funds out of the Veterans Trust Fund and it was agreed to unanimously
 - 4) the need to elect officers

8. Other Business

- a. There was a great deal of discussion by the members regarding formation of committees. Main concern was formation of committee to update VTF Bylaws, which were considered antiquated by today's standards.
- b. It was determined that the existing SC VTF Bylaws state that the Chairman, Vice-Chairman, Executive Director, Secretary and Treasurer would comprise the Executive Board. The assembled Board also agreed to add the Parliamentarian to this Executive Board (this will be reflected in the upcoming new Bylaws). The Executive Board will take the lead working on updating the Bylaws and send them to all the members for discussion at the next meeting.

9. Taskings and Summary:

- a. Board members were asked look for appropriate copies of existing Bylaws and send them to the Chairman and the Secretary by 3 August.
- b. Next meeting will be a brainstorming and progress meeting for bylaws and committee development.
- c. Secretary is to provide the Board member contact information to all members.

10. Identification of Next Meeting:

- a. It was decided by the members that meetings would be on Wednesdays after lunch at 1:00 pm.
- b. Date, time, and place of the next meeting to be determined at a later date.


11. Adjournment – the meeting adjourned at 2:30 PM, 29 July 2014

Attachments:

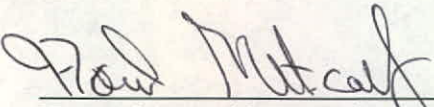
1. Financial Report
2. Board member contact information



TerryLynn Di Chiara, Secretary



Date of Approval



Howard Metcalf, Executive Director
Veterans Trust Fund of South Carolina