



VETERANS TRUST FUND OF SOUTH CAROLINA

Board Meeting Minutes

18 January 2017

- I. **Call to Order:** The Board Meeting of the SC Veterans' Trust Fund (VTF) was called to order at 1:00PM, by Mr. James A. White, Chairman.

- II. **Attendance:**
 - A. Present: James White, James Brown, Howard Metcalf, Valerie Brunson, Dale Ellenburg, Jimmy Hawk, Robin Ghent, Jim Lorraine, Chris Maddox.
 - B. Excused: Bevin Studstill, Calvin Lewis, Gloria Evans, Ronald Taylor

- III. **Minutes:** Minutes from the 19 October 2016 Meeting were approved as written by a unanimous vote of the Board.

- IV. **Old Business:**
 - A. Brochure: Mr. Maddox will make a few more changes after today's meeting. The final version is to be sent to Mr. White who will take copies to the Anderson County Museum's Winter Night Gala 2017 on the 20th. Mr. White will be presenting a check to the Friends of the Anderson Museum at that time.
 - B. Mr. White would like to attend Conventions/Conferences for Veteran Service Organizations to share the mission of the VTF.
 - C. The Board requested a copy of the Carillon dedication press coverage.
 - D. PSAs: Need to do work on these.
 - E. Statement of Economic Interests: There is a new deadline; these must be filed by 30 March 2017.

- V. **New Business:**
 - A. Secretary's Report: Nothing to report at this time.
 - B. Treasurer's Report by Mr. Brown:
 1. Treasurer's Report was presented to the members.
 2. Donations through the tax check-off were down compared to previous years. This could be due to people redirecting their donations to agencies who

assisted with the natural disasters and/or people having to pay for property damages they themselves suffered.

3. VTF met their goals in awarding grants for fiscal year 2016: \$625 to D&R Military Specialties for SC POW Medals; \$7,200 to Freedom and Hope Foundation; and \$12,228 to the Friends of the Anderson Museum.
4. Finance Committee will need to meet to do an internal audit of fiscal year 2016.

C. Committee Reports:

1. Public Relations: Brochure will be finalized today after the meeting. Pictures from the Carillon dedication and the Winter Night Gala 2017 were requested. Also suggested looking into a large dry-erase check to be used for presentations.
2. Grant Management Committee: Mr. White thanked everyone for their participation in awarding the grant request from Friends of the Anderson Museum and the Freedom and Hope Foundation. There was a discussion regarding the grant process: Mr. Metcalf suggested using a form letter to explain why a request was denied. Ms. Ghent and Mr. Hawk have a form letter their organization uses that they will share with the Grant Management Committee, who will use them as a template for a letter from the VTF.
3. Funding/Resourcing Committee: The only source of funding at this time is the tax check-off. Now is the time to identify other potential sources of revenue. Some suggestions: booth at the State Fair, St. Patrick's Day festivities. Mr. Maddox will come up with some ideas/suggestions to present to the Board. Ms. Brunson suggested working with Dorn VA Medical Center when they have an event to raise money. Messrs. Ellenburg, Lewis and Lorraine and Meses. Helms and Brunson are members of the Funding/Resourcing Committee.

D. Other New Business:

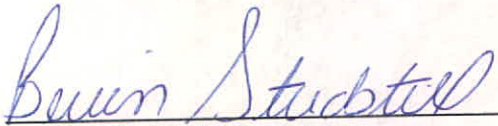
No other New Business at this time.

VI. Taskings and "Due Outs":

- A. Mr. White would like to attend Conventions/Conferences for Veteran Service Organizations to share the mission of the VTF.
- B. Cope of the Carillon dedication press coverage and Winter Night Gala 2017.
- C. Dry-erase check to be use for presentations.
- D. Form letter to be created by Grant Management Committee.

VII. Identification of Next Meeting: The next meeting of the Board of the Veterans' Trust Fund of South Carolina will be 15 March 2017

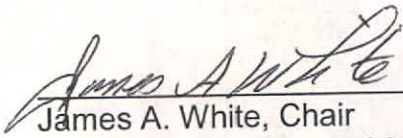
VIII. **Adjournment** – the meeting adjourned.



Bevin Studstill, Secretary

15 March 2017

Date of Approval



James A. White, Chair
Veterans' Trust Fund of South Carolina

15 March 2017

Date of Approval