Commissioner Thomas O’Neal called the Clark County Veterans Service Commission (VSC) meeting to order at 8:30 a.m. on 5 October 2023. Commissioners present: Thomas O’Neal, William E. McGee, and James G. “Grant” Wells. Executive Director Crystal Baker and Assistant Director David Mitchell were also present. James R. Ryan was absent and excused.

The *Pledge of Allegiance* was recited.

Reading and Approval of Minutes: James G. “Grant” Wells moved to dispense with the reading of the Minutes of 28 September 2023 and approve them as written. The motion was seconded by William E. McGee and carried by a unanimous vote.

**Acting Director Updates:** Ms. Baker advised the board that she did email veteran, Kellee Murley, last Friday and advised her that the board would hear her concerns at the next meeting. However, Ms. Murley did not show for the meeting.

Ms. Baker updated the board about the Annual Veterans Informational Fair that the office is hosting on 4 November from noon to 4:00p.m. The location changed from Crabill Hall to Hellmuth Rotating Gallery. The catering has been confirmed and vendors have been contacted. Eight vendors have confirmed so far. Ms. Baker has already reserved for next year’s event, which will be held on 2 November in Crabill Hall. All members received a copy of the flyer.

Ms. Baker informed the board members she received an email regarding one of the contracts that was waiting to go in front of the County Commissioners. Effective 3 October the state has changed the threshold so that any contract $75,000.00 or more needs to be bid out. The law pertains to how much a county can pay a single vendor in a year. The Openeye Studio contract was for $35,500.00 putting his overall payment from the county at $75,500.00. Ms. Baker advised the board that she has gotten a new quote from Kolton, the owner, and is working on a new contract. She has an appointment with Dan Harkins, the attorney for the office, on Tuesday to sign the new contract.

The board conversed about Cathy Wood’s retirement lunch. James G. “Grant” Wells moved to authorize reimbursement to Crystal Baker for the amount of $369.62 for the purchase of Cathy Wood’s retirement lunch at Texas Roadhouse. The motion was seconded by William E. McGee and carried by a unanimous vote.

Each member received and reviewed the end of month reports.

The board members received, reviewed and signed the Monthly Report to Posts.

**Assistant Director Updates:** Mr. Mitchell read aloud a flyer the office received from the VA about the government shutdown and the services that will be affected for veterans if the shutdown occurs.

James G. “Grant” Wells moved to acknowledge payment of the following invoices:

**Advertising & Printing ~** Alpha Media $1,950.00 for radio ads.

**Equipment Lease ~** Pitney Bowes $87.63 for postage meter lease. US Bank $59.00 for copier lease.

**Other Expenses ~**Clark County Historical Society $3,924.00 for September and October lease. Fastlane $27.04 for a vehicle wash Riverdale $72.95 for an oil change. FriendsOffice $253.00 for office supplies.

The motion was seconded by William E. McGee and carried by a unanimous vote.

**Public Comments:** None.

William E. McGee moved to enter executive session for the purpose of reviewing financial assistance. James G. “Grant” Wells seconded the motion. William E. McGee called the roll: William E. McGee, yes; James G. “Grant” Wells, yes; James R. Ryan, absent; Tom O’Neal, yes; motion carried. The board entered Executive Session at 8:50 a.m. The board reviewed financial assistance applications. The board returned to open session at 9:20 a.m.

James G. “Grant” Wells moved to approve financial assistance for the following applicants: William E. McGee seconded the motion.

**Elizabeth Cole,** 1559 Regent Ave., Springfield, OH 45503, cashier, was approved for a $300.00 Kroger card for food, 925.00 to Springfield Northridge Apartments for housing, $230.58 to Ohio Edison for electric, $52.59 to Clark County Utilities Department for water/sewer. Vote: Yes, 3 No, 0.

**Marcus Soles,** 239 W. Grand Ave., Springfield, OH 45506, laborer, was approved for a $100.00 Kroger card for gasoline. Vote: Yes, 3 No, 0.

**LaRue Sparks,** 1707 E. High St., Apt. 515, Springfield, OH 45505, driver, was approved for a $300.00 Kroger card for food and $1,168.00 to Springfield Metropolitan Housing Authority for housing. Vote: Yes, 3 No, 0.

There being no further business to come before the board, William E. McGee moved to adjourn the meeting. The motion was seconded by James G. “Grant” Wells and carried by a unanimous vote. The meeting adjourned at 9:25 a.m.

ATTEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Thomas O’Neal, President

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