Commissioner Thomas O’Neal called the Clark County Veterans Service Commission (VSC) meeting to order at 8:30 a.m. on 16 November 2023. Commissioners present: James R. Ryan, William E. McGee, Thomas O’Neal, James G. “Grant” Wells, and James L. Hudson Jr. Executive Director Crystal Baker and Assistant Director David Mitchell were also present.

The *Pledge of Allegiance* was recited.

Reading and Approval of Minutes: James R. Ryan moved to dispense with the reading of the Minutes of 9 November 2023 and approve them as written. The motion was seconded by James L. Hudson Jr. and carried by a vote of Yes, 4 No, 0 with James G. “Grant” Wells abstaining due to last week’s absence.

**Acting Director Updates:** Ms. Baker advised the board members that our attorney advised that unless we can guarantee the food boxes we pay Groceryland/ St. Vincent de Paul for are going to Veterans we should not donate. He also said donating to the scholarship when the donation does not go to a Veteran is not advised either.

Ms. Baker revisited vendor holiday gifts that was tabled at the last meeting. Ms. Baker provided the board with a list of vendors used throughout the year and proposed boxes of Cheryl’s cookies be sent to them. James R. Ryan stated he did not see a problem with that. All board members agreed.

Ms. Baker advised the board members that she got with Shred-it and paid a final bill. There will be a charge to pick up the box but that should conclude business with them.

Ms. Baker reminded the members that the 2024 Budget Hearing is scheduled for tomorrow at Springview on the 3rd Floor at 9:00a.m. Thomas O’Neal and James R. Ryan stated they would be there.

**Assistant Director Updates:** Mr. Mitchell reminded the board that there would be no meeting next week due to Thanksgiving and the office would be closed Thursday, 23 November and Friday 24 November.

Mr. Mitchell advised the board members that Wreaths Across America would be held 16 December at St. Bernard’s Cemetery at 12:00p.m. Annisa Younts will be laying a wreath while representing the Navy.

Mr. Mitchell read aloud two card the office received from Veterans thanking them for their support.

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

**Contract Services ~** Shred-it $35.32 final bill for shredding services.

**Equipment Lease** ~ Cintas $480.00 for AED April-November lease.

**Office Supplies** ~ FriendsOffice $111.28 for office supplies.

**Other Expenses ~** MacRay $356.50 for office shirts, Russell Hogle $600.00 for Caricature drawings for the November Veterans Informational Fair, Huntington Bank $1,077.15 for office supplies and drinks, Mansfield $824.47 for vehicle fuel, Pitney Bowes $504.00 for postage. ERTH $65.00 for shredding services.

**Outreach** ~ Huntington Bank $632.40 for the November Veterans Informational Fair door prizes.

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

**Public Comments:** None.

James G. “Grant” Wells moved to enter executive session for the purpose of reviewing financial assistance and discussing an email from Jennifer Hutchinson regarding a pilot program. James R. Ryan seconded the motion. James L. Hudson Jr. called the roll: William E. McGee, yes; James G. “Grant” Wells, yes; James R. Ryan, yes; Tom O’Neal, yes; James L. Hudson Jr., yes; motion carried. The board entered Executive Session at 8:45 a.m. The board reviewed financial assistance applications and discussed the email from Jennifer Hutchinson. The board returned to open session at 9:05 a.m.

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

**James Runals,** 1029 Windall Ave., New Carlisle, OH 45344, forklift operator, was approved for a $400.00 Kroger card for food, $626.87 to PNC Bank for mortgage, $121.19 to Ohio Edison for electric, $57.53 to CenterPoint for heat, $60.20 to Clark County Utilities Department for water, and $906.10 to Capital One Auto Finance for car payments.

Vote: Yes, 5 No, 0.

There being no further business to come before the board, James R. Ryan moved to adjourn the meeting. The motion was seconded by James L. Hudson Jr. and carried by a unanimous vote. The meeting adjourned at 9:10 a.m.

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

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