



Board of Directors Meeting Minutes

Thursday, November 16, 2017

Roll Call

In Person Attendees:

Tom Miller
Andrew Dillon
Kevin Smith
Bill Browne
Don Cooke
Matt Schachman
Brad Thomas
Bea Billups
Megan Everett
Steve Goodwin
Jim Dolan
Len Harris

On the phone:

COL Schweickert
Rep Chapa LaVia
Dave LeCrone
Ed Landreth
Chaplain Hines
Victor LaGroon

Quorum Verified

Meeting called to order at: 10:05am

Executive Director Report/Update:

- Orientation to the Open Meetings Act – everyone encouraged to do the OMA training and someone needs to be identified as the FOIA officer for the organization.
- Dashboard Review – First time we're measuring our efforts to focus our operations for success
 - Number of clients
 - Location of clients
 - Call-center volume
 - Service Type
 - Case Status
 - Client reach
 - Refer to the document for additional information
- IJF Statement of Activity and Statement of Financial Position Review
 - Revenue is higher than it was this time last year
 - Total expenditures are 40% of the run rate of last year

- Refer to the document for additional information
- IJF Budget Planning Review
 - Paid down the line of credit (\$59K) saving \$3K annually in interest payments
 - IMLS Grant -- \$25K received
 - Projecting a Line of Credit (LOC) draw for Dec 2017 and June 2018
 - Refer to the document for additional information
- IJF Funding Pipeline
 - Thanks to Mr. Gidwitz and Mr. Hiller for their active engagement and financial support
 - There are existing organizations that may or may not be pursued for grants in the future
 - Refer to the document for additional information
- Auditor's Report and Financial Statements Review
 - Our net at the end of Fiscal Year 17 (June 30th, 2017) is: - \$41, 637
 - 990s were filed yesterday (11/15/17)
- Encouraged the Board to have legal counsel available for all OMA convenings

Working Group Tiger Team Proposal:

- White Paper Distributed – “Interim Tiger Team Report for Feedback and Consideration Regarding IJF Working Groups”
- Begin discussion around the Board Resolution
 1. Decision Point 1: Should working groups, with assistance from IJF staff, conduct a WG member survey at least bi-annually to identify the following?
 - # of requests and demographics of SMVF served
 - # of ~~positive~~ positive outcomes of SMVF served
 - Areas of need addressed for SMVF servedFurthermore, the results of each survey will be made available to working group members to demonstrate the collective impact of their working group.
APPROVED – UNANIMOUSLY w/amendment (Jeffries)
 2. Decision Point 2: Should IJF conduct a Working Group Conference, ~~instead of an annual Summit~~, focused on topic areas related to SMVF concerns *contingent upon a budget approved by the BOD or as needed?* Spring 2018 would be the target date for this conference.
APPROVED – UNANIMOUSLY w/amendments (Goodwin, Jeffries)
 3. Should IJF explore low- and no-cost technology platforms to allow better communication amongst working group members?
APPROVED - UNANIMOUSLY
 4. Decision Point 4: Should IJF recognize additional focus areas for inclusion into the working group structure?
APPROVED – UNANIMOUSLY

5. Decision Point 5: Should IJF consolidate working groups, in a manner that makes sense to increase cross-sector collaboration and leverage organizational strengths? *The Tiger Team will reconvene to finalize the recommended COA.*
COA 2 Approved 10-1 as amended (Miller)
Seven working groups to match the 7-7-7 proposed Board model
6. Decision Point 6: Should IJF allow *vetted* non-profits and faith-based institutions access to IJF membership, regardless of whether they have a specific program for veterans?
APPROVED – UNANIMOUSLY as amended (Hines)
7. Decision Point 7: Should IJF ~~welcome~~ *consider* for-profit entities as partners (not members) of IJF working groups once they have been vetted?
Cooke moves to table this for further discussion; Miller Seconds
Motion passes unanimously – Decision Point 7 is tabled
8. Decision Point 8: Should IJF engage corporate ERGs as a volunteer resource for IJF member organizations?
APPROVED – UNANIMOUSLY
9. Decision Point 9: Should an IJF staff member be designated as a liaison for each working group, and assist in performing administrative functions for the group?
APPROVED – UNANIMOUSLY
10. Decision Point 10: Should IJF draft for the SOP and implement a member recognition program?
APPROVED – UNANIMOUSLY

Miller moves to adjourn the open meeting and Cooke seconds
Roll Call vote taken – meeting adjourned unanimously

OPEN SESSION ENDS ... CLOSED SESSION BEGINS

IJF Executive Director Search Committee Presentation – Chamberlain Advisors

- Matt Schachman provides an overview of the process
- Tom Miller provides the recommendation and rationale for the appointment by the selection committee
- Miller moves to accept the recommendation / Goodwin seconds
- **Roll call vote: Motion passes UNANIMOUSLY**

Kevin Smith moves to recognize Andrew Dillon for his service as Interim Executive Director
Bill Brown seconds

Discussion: Miller suggests also recognizing former Board members for their service

APPROVED UNANIMOUSLY

Chair will be empowered to extend the offer letter the candidate, Jaime Martinez
Goodwin Moves / Cooke Seconds

APPROVED UNANIMOUSLY



Jaime Martinez joins the meeting and provides a personal narrative.

Miller requests a motion to adjourn

Cook moves; Smith seconds

Meeting adjourned at 12:11pm