



## VETERANS TRUST FUND OF SOUTH CAROLINA

### Board Meeting Minutes

29 July 2015

1. **Call to Order:** The Board Meeting of the SC Veterans' Trust Fund (VTF) was called to order at 1:00PM, by Mr. Howard Metcalf, Executive Director.
  
2. **Attendance:**
  - a. Present: Howard Metcalf, Jimmy Lee Wallace, James Brown, Bevin Studstill, Calvin Lewis, Valerie Brunson, Dale Ellenburg, Gloria Evans, Jimmy Hawk, Jim Lorraine, Chris Maddox, Ronald Taylor, James White.
  - b. Absent: none.
  
3. **Resignations:**

Mr. Metcalf acknowledged that Bernie Chapman and Jim Lechner had tendered their resignations from the Board to Governor Haley. Mr. Chapman was thanked in absentia for his hard work. Mr. Metcalf then asked the remaining Board members if any of them felt they could not continue with the mission.
  
4. **Elections:**

Mr. Wallace stated he was not interested in being the Chair. Ms. Evans nominated Mr. White. Mr. White was elected Chair of the Board by a unanimous vote. Mr. White asked Mr. Wallace to stay on as Vice-Chairman and Mr. Maddox became the Chair of the Public Relations (Marketing) Committee.
  
5. **Minutes:**

Minutes from the 21 January 2015 Meeting were approved as written by a unanimous vote of the Board.
  
6. **New Business:**
  - a. Goals: Mr. White suggested a meeting of the Executive Committee be called to prioritize goals.



- b. Future meetings: It was decided the meetings would be the last Wednesday afternoons of the first month of each quarter. The next meeting would be 28 October 2015. Mr. Ellenburg announced he would not be available for the October meeting as he would be in France.
- c. Mr. Metcalf introduced Mr. Lorraine, a recent appointee to the Board. Mr. Lorraine, from central New York, retired after serving twenty-three years in the United States Air Force. After leaving the military, he had seven years of federal service. He then moved to Aiken, his wife if from there, and took over the Augusta Warrior Project. Within 18 months there were no more homeless veterans in Augusta. The National Wounded Warrior Project asked him to duplicate the program in the Upstate; hope to expand to include 4-6 more communities this year.
- d. Mr. Metcalf explained that SCDVA moved to Department of Administration (DOA) effective 1 July 2015. DOA will be conducting public hearings in September with stakeholders for recommendations on where SCDVA should be located (which state agency). DOA will then make their recommendations to the General Assembly in December. VTF needs to be heard.
- e. Minutes: Mr. White asks that members read the minutes sent to them before the meeting and be ready to act/discuss.
- f. Secretary's Report: No report at this time.
- g. Treasurer's Report was included in packet provided to each member.
  - i. Mr. Brown explained a committee (COL Taylor, Messrs. Brown and Maddox) had examined transaction from the beginning of the VTF to the end of 2014.
  - ii. Recommendations: This committee should stay intact; conduct an audit every year; monitor finances. Mr. Maddox recommended this committee do a finance report for every year.
- i. New Committee: After discussion a motion was made and passed unanimously to make the Finance Committee a standing committee.
- j. Existing Committees: Mr. Hawk would serve on the Grant Distribution and Management Committee and Mr. Lorraine on the Funding/Resourcing Committee.

## **7. Old Business:**

- a. Business cards: Ms. Di Chiara will meet with Another Printer regarding design and cost.
- b. Mr. Lewis referred to the banking information spreadsheet put together by Mr. Chapman regarding electronic donations.
- c. External investment options: Mr. Lewis will draft a letter to the Attorney General for clarification on external investment options that may be available to the VTF.
- d. COL Taylor, Messrs. Maddox and Brown will check on banks by the end of the year and report back to the VTF.

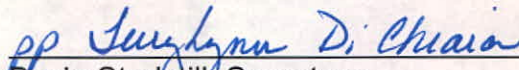
**8. Identification of Next Meeting:**

The next meeting of the Board of the Veterans' Trust Fund of South Carolina will be 28 October 2015.


**9. Adjournment** – the meeting adjourned at 1:55 PM, 29 July 2016.

**Attachments:**

Financial Report

  
\_\_\_\_\_  
Bevin Studstill, Secretary

01.26.2014  
\_\_\_\_\_  
Date of Approval

  
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Howard Metcalf, Executive Director  
Veterans Trust Fund of South Carolina

01/27/2014  
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Date of Approval