

VETERANS FOR PEACE

Veterans Working Together for Peace & Justice Through Non-violence. Wage Peace!

VETERANS FOR PEACE

BOARD OF DIRECTORS MEETING

Friday, January 19 – 20, 2001 -- Veterans For Peace Headquarters at 733 15th Street, Washington D.C./

CALL TO ORDER – 9:25 AM

PRESENT: Past and newly-elected board members Jim Steinhagen, Ellen Barfield, Bob Vandivier, Sissy Goodwin, John Kim, Woody Powell, Barry Riesch, Paul Brailsford, David Cline, Lee Vander Laan, -- and volunteer Bob Robey and UN Representative , Michael Carley.

ABSENT: Luis Ramos, who resigned his board position to take a job concerning veterans affairs in the administration of Puerto Rico, Keith Boylen, who had other commitments, Peter Shaw, who had car trouble on the way in and arrived later in the afternoon.

MINUTES OF PREVIOUS MEETING

MOTION: Ellen Barfield (proposed)/Woody Powell (seconded) – To accept as distributed. **PASSED**

TREASURER’S REPORT: Sissy Goodwin presented a tentative budget based on the year 2000 disbursements.

FED/STATE UNEMPLOYMENT	\$1,400.00
HQ PROPERTY/LIABILITY INSURANE	300.00
UN-NGO	500.00
POSTAGE	4,000.00
JOURNAL PRINTING	3,000.00
PRINTING/COPYING	5,000.00
OFFICE SUPPLIES	1,000.00
TRAVEL/MEALS ED	1,000.00
TRAVEL/MEALS BOD	1,000.00
TELEPHONE/FAX	1,500.00
COMPUTER EXPENSE	500.00
ACCOUNTING	3,000.00
MISCELLANEOUS	3,000.00
ED SALARY	18,000.00
OFFICE ASSISTANT	6,000.00
RENT	<u>10,000.00</u>
TOTAL	<u>59,200.00</u>
4% INFLATION	<u>2,400.00</u>
GRAND TOTAL	61,600.00

Sissy also iterated the duties of Treasurer for the benefit of the next treasurer to be elected by the Board.

MOTION: Lee Vander Laan/Fredy Champagne – Postpone Executive Committee elections until Saturday in order to give us a chance to know one-another better. **PASSED.**

MOTION: Lee Vander Laan/Fredy Champagne – Conduct our own swearing-in ceremony as close to the White House as possible. **PASSED**

THE BOOKS

The Board contacted Ms Patty O'Malley of Rubino & Majehan, a book-keeping company specializing in non-profit organizations, by phone. She advised we did not need auditing, because of our size – but would need occasional reviews, which would cost &70.00 per hour.

MOTION: John Kim/Woody Powell – We will solicit a book-keeper or auditor from amongst our membership via the newsletter. **PASSED** The board also agreed that, since our bank has on-line capability, and we are converting our system to Quick Books, we will bank electronically as soon as we can set it up.

MOTION: Barry Riesch/Ellen Barfield – The Board adopts the agenda presented by President Jim Steinhagen. **PASSED**

HEADQUARTERS OFFICE

MOTION: Sissy Goodwin/Barry Riesch – To keep the office in D. C. **PASSED**

Discussion established that our rent is reasonable, the cost of moving considerable, in terms of literature reprints, and access, even within the present building, to other peace and justice groups is good. Most importantly, we must show commitment to growth in finances and membership to afford what we have and more.

Further discussion concerned staffing requirements. The Board agreed that we need to seek a replacement for Jennifer, who is about to graduate, with another part-timer for the time-being, until we can afford to hire a full-time Office Manager. It is possible we could hire someone well-qualified enough to develop into a full-time manager when that position can be afforded. The Board discussed what would be a realistic salary (around \$30,000) and the recruitment of volunteers.

Present Status

The board heard a report from Jennifer, who estimates that most of the catch-up in terms of mailings (dues thank-you's,) and financial records, e-mail clearing and filing has been accomplished.

Current Staffing

At present, Ellen Barfield can cover the office on Mondays, Jennifer Wednesdays and Fridays all day and partial-days (4-7PM) on Tuesdays and Thursdays.

(Peter Shaw arrived, none the worse for his adventure on the freeway the night before.)

Board discussed range of activities the office could and should be involved in.

COMMUNICATIONS

NEWSLETTER COMMITTEE formed: Peter Shaw, Chairman, - David Cline, Lee Vander Laan, Woody Powell, members.

FINANCIAL PLANNING

At present we are depending almost entirely on dues. Dues letters went out in November and follow-ups are planned for February. Dues are down from last year. Discussion centered on various ways to raise funds, including grant writing, using on-line subscription services such as "Donate.net" and "Helping.org", and brokering services like "Working Assets". We don't seem to be using all the assets at our disposal, such as Fredy Champagne's list of 5000 donor prospects which he has used to raise over \$90,000.00 for the Iraq Water Project.

Caveats on mailings:

Don't overload with a lot of items, stick to a single project or concept.
Don't bother with premiums offerings – not productive.

John Kim suggested we set a financial goal for this year of \$100,000. People should be encouraged to donate more than the minimum \$25.00 if at all possible. (One calculation determined the average amount paid in last year was a little over \$100.00 per member.)

Some discussion about chapter members (Minnesota) who do not support National. Nothing decided, other than to appeal to them to do so.

MOTION: John Kim/Woody Powell – Annual dues are due in January. Anyone joining after August convention will be credited with having paid through the following year.

FINANCIAL PLANNING AND FUNDRAISING COMMITTEE formed: Fredy Champagne, Chairman, - Barry Riesch, Lee Vander Laan, Paul Brailsford, Eric Gustafson, Peter Shaw, members.

ADMINISTRATIVE ASSIGNMENT: Lee Vander Laan and Peter Shaw are charged with discovering the terms of the Pond Foundation Grant Zones of Concern, with a view to seeing just how we are complying and what we need to do to fully comply.

CONVENTION

Jim Steinhagen reported that Don Thompson, leader of the Albuquerque chapter is now in good health and is willing to host the Nation Convention there. Contacted Don by phone and confirmed that chapter's willingness and ability to hold the annual convention.

MOTION: Fredy Champagne/Barry Riesch – The August, 2001, Convention will be held in Albuquerque, New Mexico. **PASSED**

MEMBERSHIP GROWTH

Discussed various ways in which to increase membership; mailings to past members, fishing in the VFW and American Legion Halls, working with Veterans Administration offices, hospitals, homeless organizations, social

events, pamphleteering at protests, etc.

MEMBERSHIP COMMITTEE formed: David Cline, Barry Reisch, Ellen Barfield, Paul Brailsford, Eric Gustafson. **Chairperson to be named.**

MOTION: Barry Reisch/Lee Vander Laan – Set membership goal of 1,500 people and financial goal of \$100,000 for the year 2001. **PASSED**

COMMUNICATIONS

Discussed recently-established e-groups and how to use to submit information and make it available to the membership on the VFP website. Direct e-mail will be reserved for infrequent special announcements and urgent action alerts.

ADJOURNED FOR THE DAY at 6:30 PM

RECONVENED 9:00 AM, Saturday, January 20, 2001

BY-LAWS AMMENDMENTS

Article X, Section 2 Quorum. “One hundred Full and Associate Members present at an Annual Convention shall constitute a quorum” **is replaced with** “A majority of Full and Associate Members who have registered at the Annual Convention shall constitute a quorum.”

MOTION: Lee Vander Laan/Fredy Champagne – Have Lee Vander Laan draft a By-Law concerning the Board of Directors terms of office to clarify that such terms shall run from August to August (the convention months); that candidates be solicited from and presented to the membership by mail prior to the convention; that voting for such candidates be done both by mail prior to the convention for those not planning to attend and during the convention by those in attendance; that officers be elected and announced at end of convention. The draft By-Law will be presented for vote at the up-coming August Convention. **PASSED**

BOARD COMPOSITION

MOTION: Fredy Champagne/Peter Shaw – Accept Wilson (Woody) Powell to fill the three year term vacated by the resignation of Luis Ramos. **PASSED**

David Cline expressed his conviction, and the Board agreed, that we should do everything we can to cultivate obtain a new candidate for the Board from the Puerto Rico chapter.

MOTION: David Cline/Fredy Champagne – Keith Boylan will take the Board position vacated by moving Woody Powell into the slot vacated by Luis Ramos. **PASSED**

MOTION: Fredy Champagne/Ellen Barfield – Ask Wayne Wittman if he would fill remaining one-year vacancy. **PASSED**

Point of clarification: David Cline – make certain that all relevant By-Laws references are in agreement with the previously passed amendment concerning Board of Directors terms and election procedures.

CHAPTER AFFAIRS

Paul Brailsford reported on successful regional identification effort in New England.

MOTION: Lee Vander Laan/Peter Shaw – The Board commends Paul Brailsford for encouraging regional participation by chapters in the New England area. **PASSED**

Lee Vander Laan distributed a membership dues report that was supposed to be inclusive and up-to-date. However, certain anomalies were noted by board members and Lee is going to check it out for accuracy and re-issue.

Peter Shaw made the point that we need to put money-raising before membership for the short term.

EXECUTIVE COMMITTEE ELECTIONS

By unanimous vote, the following officers were elected:

President – Barry Riesch
Vice President – Ellen Barfield
Treasurer – Lee Vander Laan
Secretary – Woody Powell

The gavel was passed from Jim Steinhagen to Barry Riesch. Profound gratitude for the previous executive committee's actions and contributions was expressed and we returned to business.

MEMBER RESOLUTIONS FROM LAST CONVENTION

Actions taken:

KOREAN DELEGATION – is in process of being put together under the leadership of John Kim.

MOTION: VFP will agree to co-sponsor/endorse the June 23 Korean War Tribunal in New York City. **TABLED** – pending more information. When we are fully informed we will take a vote by e-mail.

MOTION: Woody Powell/ Paul Brailsford – The Board will accept press release addressing the Army's recent report on No Gun Ri as edited by John Kim and Eric Gustafson. **PASSED**

MOTION: John Kim/Barry Riesch – Barry Riesch will convert Land Mine resolution to a letter for posting to the President of the U. S. and the appropriate legislative committee, and to the VFP membership and Board. **PASSED**

MOTION: Woody Powell/Dave Cline -- Lee Vander Laan and Peter Shaw will review the rest of the resolutions, determine actions taken and publish results on the VFP website. **PASSED**

LEVEL OF OFFICE OPERATIONS

MOTION: Peter Shaw/Lee Vander Laan – We hereby establish the goal of hiring a part-time office manager to

replace Jennifer by April.

MOTION: John Kim/Peter Shaw – Ellen Barfield will lead a team composed of Lee Vander Laan, Eric Gustafson, and Peter Shaw, to initiate procedures for interviewing and hiring an office manager. **PASSED**

The Board contributed to the development of a job description for an announcement derived from a model Eric Gustafson had on his lap-top and assigned Ellen Barfield primary direction and oversight responsibility for office management.

CHAPTER RE-VITALIZATION

The Board discussed several ways to increase interest in VFP and to re-vitalize members, including: Breakfast meetings, other social gatherings, contact with other Peace and Justice organizations, development of a chapter organizing manual, publicizing projects more widely, checking status and encouraging activity by personal contact.

RESOLUTION: Sissy Goodwin/Peter Shaw – Be it resolved that it is the responsibility of each Board member to make on-going personal contact with previously active members to encourage participation, collect information on and personally support chapter and individual activities, keep the contact list current and up-to-date. **PASSED**

VIEQUES UP-DATE

David Cline gave a report on the state of affairs in Vieques under the new governor, who has withdrawn the police from the barriers on the island. He reported 63% of the Puerto Rican population voted for anti-Navy candidates. The new U.S. Secretary of Defense, Rumsfeld, is talking of resuming live ammo bombardment.

MOTION: John Kim/Peter Shaw – The Board empowers David Cline to head up a committee to support the Vieques islanders in their efforts to permanently stop U.S. Navy bombardment.

AUSTRALIAN VETERANS

The Board determined that Australian Veterans wishing to affiliate with Veterans For Peace may do so. May be a non-issue, since contact appears to be tenuous. Peter will attempt further contact and determine what they want to do that would be consistent with our by-laws.

IRAQ WATER PROJECT

Fredy Champagne reported raising in excess of \$92,000.00 in six months, while, at the same time, recruiting several new members on the strength of the project's attraction. A second team, led by Michael Carley, will enter Iraq on March 12 and work on three water treatment sites through March 27th and 28th. Going will be Tom Seager, Alan Pogue, Ed Bowser, Lisa Gissy, Katherine Herzog. Also joining the group will be Candy Lovett, outspoken Gulf War veteran, suffering from multiple toxic exposures and Post Traumatic Stress Disorder, and Sherry Clark, who has invited a VFP team to work on her clinic project in My Lai, Vietnam.

A SPECIAL VOTE OF THANKS to Vickie Goodwin for her grant-writing genius, Carsten Heinigf for the very professional website, Michael Carley for the very effective pamphlet, and the tireless efforts of co-chair Edilith Eckart.

Ellen Barfield reported her successful effort to get the project covered in the Unitarian Universalist News.

UP-COMING EVENTS

The Board reviewed a list of up-coming events that will be posted on the website. A date for the August convention will be set with Don Thompson of the Albuquerque chapter ASAP and the board so notified.

NATIONAL ADVISORY COMMITTEE

The Board discussed the desirability of having people of renown listed on our letterhead as an advisory board.

MOTION: John Kim/Woody Powell – Lee Vander Laan and Fredy Champagne will create a list of potential advisors, submit it to the board for timely comment, then select those they wish to solicit and call them to ask if they would agree to be listed. **PASSED**

Michael Carley discussed offering our name to be used in conjunction with other organization projects that are pursuing objectives consistent with our own. It was the consensus of the Board that we would review each opportunity on its individual merit and make decisions as we went along.

MOTION: David Cline, Peter Shaw – Adjourn the meeting. **PASSED**

MEETNG ADJOURNED AT 6:00 PM.

The board then repaired to a location in front of the Veterans Affairs Office building and conducted a swearing-in ceremony for new officers.