

# VETERANS SERVICE OFFICE

## RICHLAND COUNTY

181 WEST SEMINARY - COURTHOUSE

RICHLAND CENTER, WISCONSIN 53581

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Karen Knock

Veterans Service Officer

## MINUTES

### VETERANS SERVICE COMMISSION

The meeting of the Veterans Service Commission WAS held on Friday, November 18, 2016, at 9:00 a.m. in the County Board Room, located on the third floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin, for the following purposes:

#### AGENDA

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Approve Agenda and Posting *Buford motioned/ Gary seconded*
- 4. Approve Minutes from September Meeting *Buford motioned/ Dave seconded*
- 5. Update on budget *updated*
- 6. Update on possible office renovations *updated*
- 7. Request approval to make reservations for National accreditation training in June *Committee approved CVSO to make flight reservations for the June 2017 continued education training. Gary motioned/ Jim seconded*
- 8. Carpet Cleaning estimates *referred to Property Committee Buford motioned/ Jim seconded*
- 9. Surveys *reviewed*
- 10. Review contract with Southwest Workforce *reviewed*
- 11. Update on fall 2016 events *updated*
- 12. Other than monthly bills *Committee voted to pay 3 year subscription to Veterans Newsletter Buford motioned/ Dave seconded*
- 13. Adjourn *Buford motioned/ Dave seconded*

Present: Larry Sebranek, Buford Marshall, Dave Bee, Jim Deitelhoff, Gary Peters, & CVSO