

# 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, August 3rd, 2018 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 - Larry approved
- 4. Approve Minutes from May Meeting - Buford Motioned/ Jim seconded
- 5. Update on budget- updated that the 2018 office should come in under budget
- 6. Approve budget - Jim motioned to approve proposed 2019 budget as read and forward to the Finance & Personnel Committee, Dave seconded
- 7. Update on possible office relocation - updated
- 8. Permission to apply for the 2019 CVSO Grant- Buford motioned CVSO to apply for the annual grant, Jim seconded
- 9. Update on CVSO upcoming training- updated
- 10. Surveys- shared
- 11. Other than monthly bills
- 12. CVSO reimbursement for expenses - Buford motioned to reimburse CVSO for out of pocket expenses of \$60.00, send bill to Audit Committee - Buford motioned/ Dave seconded
- 13. Adjourn - Dave motioned/ Jim seconded

### OCTOBER MEETING IS TO BE DETERMINED

Present: Jim Deitelhoff, Dave Bee, Buford Marshal, Larry Sebranek, & CVSO