

Tuesday, February 16, 2021 at 1:00 p.m.
Minutes of the Board of Directors of the Georgia
Veterans Service Foundation, Inc
Atlanta, Georgia

Members present by zoom video were:

Mr. Doug Middleton, Chairman
Mr. Dan Zachman, Vice Chair
Mr. Jim Frederick, Secretary
Mr. Marvin Thomas, Member
Mr. Mike Hudson, Member
Mr. James Nelson, Member
Mr. Mike Roby, Commissioner, Georgia Department of Veterans Service

Others present were:

Mr. Mark Bannister, CEO, Assistant Commissioner, GDVS
Mr. George Canavaggio, COO, Assistant Commissioner, GDVS
Ms. Shareka Monday-Robinson, CFO, HR Specialist GDVS
Mr. Kerry Dyer, Director of Operations, GDVS, Guest
Ms. Mary Aukerman, Confidential Secretary to Commissioner Mike Roby

Chairman Doug Middleton called the zoom meeting to order at 1:00 p.m. Commissioner Roby gave the invocation. Mr. Zachman led the Pledge of Allegiance to the flag.

Chairman Middleton performed a roll call of the people listed above.

Mr. Zachman made a motion to approve the October 27, 2020 minutes which were previously distributed for members to review. Mr. Frederick seconded the motion. The motion passed.

Chairman Middleton stated there were a couple of reasons why he held this meeting today. First, was because they should meet periodically, and second was to update members of the progress of the board.

There was a discussion about the IRS 501(c)3 Nonprofit organization and as to whether the Board should use the IRS 1023EZ Form with just 30 questions or the IRS 1023 long form with 30 pages. To be able to use the short form, you had to answer "no" to all 30 questions. The first question asked if the Veterans Service Foundation Board Inc. would exceed donations of \$50,000.00 a year for any of the first three years. Chairman Middleton thought they would especially with the anticipated upcoming concert. Also, Chairman Middleton stated after whichever form is used, there is a filing fee of \$250.00. The Foundation Board needed a bank account with checks to pay for the filing fee. Mr. Middleton asked for volunteers to be on the checking account signature card along with Ms. Streit-Smith. Ms. Carmen Streit-Smith who is the treasurer was absent from the meeting today. Mr. Dan Zachman and Mr. Marvin Thomas volunteered to be on the signature card. Mr. Middleton suggested Synovus Bank because they had free checking and free checks. Mr. Middleton said he

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would reach out to Ms. Streit-Smith to contact Mr. Zachman and Mr. Thomas to find out when the three of them could meet at the bank and establish an account. There is also an annual incorporation fee paid to the Secretary of State that was thought to be due in April of \$20.00 or \$25.00.

Mr. Bannister said he would contact the Secretary of State's Office and check on the annual fee. He also stated the Georgia Department of Veterans Service could not pay any of the Foundation Board fees and it had to be kept separate.

Mr. Nelson said he would check with the people that achieved 501(c)3 nonprofit status for his church for help and get back to Mr. Middleton.

The three things that needed to be done next are:

1. Check with a CPA or Attorney to see if the Foundation Board can use the 1023EZ form or must use the 30-page long form. Mr. Nelson will check with the people at his church for that information and help with any other questions.
2. Set up a free checking with free checks. Mr. Middleton will contact Ms. Carmen Streit-Smith and have her get in touch with Mr. Thomas and Mr. Zachman so they can meet at the bank and sign the signature card.
3. When the form/forms are completed, file them with a check of \$250.00 for the fee.

The next board meeting will be determined by the amount of time it will take for the Board to complete those three things.

Mr. Frederick made a motion to adjourn the meeting. The motion was seconded by Mr. Hudson. The motion passed by voice vote.

The meeting adjourned at approximately 1:45 p.m.

SIGNED:



Doug Middleton Chairman

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ATTEST:


Jim Frederick, Secretary