**Veterans Services Foundation Board of Trustees**

**Virginia War Memorial**

**621 S Belvidere St, Richmond, VA 23220**

**December 5, 2024**

**10:00 AM – 2:00 PM**

1. Call to Order
   1. Opening and Pledge of Allegiance
   2. Introduction of new Trustee, Ms. Heather Hopkins, Head of Defense Policy, Amazon Web Services
   3. Roll Call of Trustees
   4. Quorum Determination
   5. Introduction of Visitors
   6. Approval of Agenda - Board Chair

2. Review and Approval of September 12, 2024, Board of Trustees Meeting Minutes - Board Chair

* 1. 3. Reports:

a. Secretary’s Report: Craig Crenshaw, Secretary of Veterans and Defense Affairs

b. Department of Veterans Services: Chuck Zingler, Commissioner

c. Chairman's Report: Brad Williamson

d. Board of Veterans Services: Carl Bedell, Chair

e. Joint Leadership Council: Bill Aramony, Chair

f. Foundation Report: Kayla Arestivo, Executive Director

g. Treasurer's Statement: Kim Barton

h. Finance Committee Report: Mike Coleman, Chair

i. Development Committee: Shay Spencer-Watson

i. Procedures and Policies Committee: Brad Williamson

* 1. 4. Unfinished Business:

a. N/A

* 1. 5. New Business:

a. Approval of Development Committee Recommendations, if required: Board Chair

b. Approval of Finance Committee Recommendations, if required: Board Chair

c. Approval of Procedures and Policies Committee Recommendations, if required: Board Chair

d. Approval of 1st Quarter 2025 Financial Report: Board Chair

e. Other New Business:

Board Chair

Board Committee Assignments - P&P Chair Position

Wreath Laying, State Cemeteries, 14 December 2024, Time/Attendees TBD

Thanks to outgoing Trustee Mr. Jack Lanier

Executive Director

How to Host an Event 101

* 1. 6. Public Comment (5 minutes)

7. Adjournment (Next Board Meeting: TBD March, 2025, Virginia War Memorial)

**Note: Box Lunch provided to Trustees and Photo Headshots will be taken during the lunch break.**