

Virginia Veterans Services Foundation Board of Trustees
Virginia War Memorial
621 S Belvidere St
Richmond, VA 23219
Meeting Minutes
March 11, 2026
10:00AM – 12:00PM

DRAFT

A meeting of the Virginia Veterans Services Foundation (VSF) Board of Trustees was held on Wednesday, March 11, 2026, at the Virginia War Memorial, 621 S Belvidere St, Richmond, Virginia. The meeting was called to order at 10:04a.m.

Trustees Present

- Joel Griffin (*Veterans Services Foundation Chairman*)
- James R. Poplar
- Mike Coleman
- Allan C. Burke
- Tim Pillion
- Craig Colucci
- Matt Scalia
- Heather Hopkins
- Omari Faulkner
- Brandy Jones (*virtual*)
- Steven Arango (*virtual*)

Trustees Absent

- Kathleen Murphy
- Danny Vargas
- Shannon Spencer-Watson
- Jarris Taylor, Jr.

VSF Advisors Present

- Jack Lanier

VSF Staff Present

- Kayla Arestivo (*Executive Director*)
- Darius McKenney

Virginia Department of Military Affairs

- Tim Williams (*Secretary of Veterans and Defense Affairs*)
- MacKenzie Heidelmark

Commonwealth of Virginia Office of the Attorney General

- Valentine Southall (*OAG, Assistant Attorney General*)

Board of Veterans Services Members Present

Joint Leadership Council of Veterans Services Organization Members Present

- Glenn Yarborough, Jr.

DVS Representatives Present

- Steve Combs (*DVS Deputy Commissioner*)
- Tammy Davidson
- Kim Barton
- Brandi Jancaitis

- Patrice Jones
- Griffin Ramsey

Materials Distributed and Attached

- VSF Agenda (*Attachment 1*)
- VSF December 11th Board Meeting Minutes (*Attachment 2*)
- DVS Commissioner Report (*Attachment 3*)
- VSF Chairman Report (*Attachment 4*)
- BVS Chairman Report (*Attachment 5*)
- JLC Chairman Report (*Attachment 6*)
- VSF Finance Committee Report (*Attachment 7*)
- VSF Development Committee Report (*Attachment 8*)
- VSF Procedures and Policies Committee Report (*Attachment 9*)
- VSF FY2025 Impact Report Flyer (*Attachment 10*)
- GStek Annual Golf Fundraiser Flyer (*Attachment 11*)
- VSF Trustee Roster (*Attachment 12*)

1. Call to Order

a. Opening and Pledge of Allegiance

VSF Chair Griffin welcomed everyone and called the meeting to order at 10:05a.m. Chair Griffin led the group in reciting the Pledge of Allegiance.

b. Roll Call of Trustees and Quorum Determination

With 9 of 15 trustees physically present and 11 of 15 including online participants, VSF Chair Griffin advised a quorum was determined.

c. Approval of Agenda

The meeting agenda was previously sent to the Trustees electronically, and a printed copy was included in the Board Agenda Packets.

Chair Griffin asked if everyone had the opportunity to review the meeting agenda, to which there were no objections. Chairman Griffin **moved** to approve the meeting agenda and Trustee Poplar **seconded** the motion.

2. Review and Approval of December 11, 2025, VSF Meeting Minutes

VSF Chair Griffin asked for a motion to approve the minutes as presented. Trustee Coleman **moved** the approval of the minutes as presented and Trustee Scalia **seconded** the motion. There was no discussion, and the motion passed unanimously.

3. REPORTS

A. Secretary's Report

Secretary Williams greeted the Board and expressed his appreciation for the warm welcome. He shared that he is very excited about the opportunity to work with the Foundation and stated his intention to connect with each trustee over the coming weeks and months.

Secretary Williams emphasized his commitment to supporting the Foundation in fulfilling its mission. He noted that he wants to serve as an enabler for the organization and help position it for continued growth in the future. He also shared that, following the General Assembly session, the organization is in a good position, while acknowledging that there is still important work ahead. He reinforced the importance of supporting Virginia's veteran and military community and invited questions from the Board.

In response to a question from Trustee Poplar regarding the Foundation's position following the General Assembly and potential funding impacts, Secretary Williams shared that the funding picture is still being finalized, but stated that the organization appears to be in a favorable position at this stage. He noted that programs are generally well situated, including VMSDEP, which he described as being able to continue operating for the time being.

Secretary Williams acknowledged that there are still some legislative challenges to work through, but indicated that none appear insurmountable. While he did not go into extensive detail because decisions are still pending, he said there is a sense of cautious optimism based on conversations with experienced staff and stakeholders. He also emphasized the strength of the team within the Secretariat and across the agencies, noting that this talent will be important in shaping priorities and accomplishments through the remainder of the administration.

Trustee Coleman shared his support for Secretary Williams' leadership and remarked that, in his view, Virginia is well positioned to make meaningful progress for veterans under the leadership of Secretary Williams, Commissioner Maxwell, and the broader DVS team. He referenced a recent meeting with the General Assembly Military and Veterans Caucus and stated his belief that current leadership has a strong vision for advancing services and support for Virginia's veterans.

Trustee Coleman also urged Secretary Williams and Commissioner Maxwell to continue raising awareness of the Foundation whenever they speak about the work of DVS. He noted that DVS has identified ongoing funding needs that are not supported by general funds and that the Foundation is working to help meet those needs, which total approximately \$2.5 million to \$3 million annually. He emphasized that greater awareness is needed among General Assembly members and the public regarding the Foundation's role in supporting DVS programs and services, adding that while small donations are appreciated, they alone will not meet the Foundation's broader fundraising goals.

In response, Secretary Williams agreed that this effort should be part of the broader strategic planning process and stated that telling the full story of DVS and the Foundation will be essential moving forward. He noted that relatively few members of the General Assembly have direct military experience, making education and outreach especially important. Secretary Williams emphasized that the work being done across the organization is significant and worthy of pride, but that continued effort is needed to communicate that impact clearly and consistently. He reaffirmed his commitment to telling that story often and ensuring that members and supporters in the General Assembly better understand both the military experience and the role of the Foundation in supporting veterans across the Commonwealth.

B. Department of Veterans Services

Deputy Commissioner Steve Combs presented the Department of Veterans Services report on behalf of Commissioner John Maxwell. He noted that Commissioner Maxwell's written report was included in the agenda packet and provides a detailed operational overview of the Department. Rather than review the full report, Deputy Commissioner Combs focused on conveying Commissioner Maxwell's message of support for the Foundation and its work.

Deputy Commissioner Combs emphasized that the Department stands ready to assist the Foundation in its efforts to support DVS. He encouraged trustees to reach out with questions, requests for information, meeting needs, or interest in visiting DVS facilities, noting that the Department wants to be a resource in helping the Foundation carry out its mission.

He also stated that DVS leadership continues to look for opportunities to raise awareness of the Foundation when engaging with businesses, community organizations, and partners. While DVS cannot directly solicit funding, Deputy Commissioner Combs explained that the Department can help introduce organizations to the Foundation and create opportunities for follow-up conversations and potential support. He provided examples of potential partnerships and community connections where the Foundation could be positioned to further engage prospective supporters.

Deputy Commissioner Combs highlighted the reach of the Department's monthly DVS E-News as another avenue for expanding awareness of the Foundation. He shared that the publication currently reaches approximately 415,000 subscribers and includes a monthly article authored by Executive Director Kayla Arestivo on behalf of the Foundation. He noted that the subscriber base continues to grow, increasing by approximately 15,000 so far this year, and described the e-news as an important communications channel for sharing the Foundation's work with a broad audience.

He reiterated that Commissioner Maxwell wants the Foundation to view DVS as a ready partner and resource and encouraged trustees to identify what they need from the Department to advance the Foundation's mission. He also noted that DVS is looking ahead to scheduling the FY27 budget planning meeting toward the end of the following month.

During discussion, Trustee Coleman asked whether DVS field representatives, particularly from the care centers and cemeteries, could participate by Zoom during the budget meeting so the Board could hear directly from those requesting funding and better understand how those funds would be used. Deputy Commissioner Combs responded that this would certainly be possible. He noted that, unlike the prior year when DVS did not yet have a cemeteries director in place, the Department now has leadership available to participate in those discussions.

Trustee Coleman emphasized the importance of the Board hearing directly from the individuals and program leaders who are seeking support so trustees can better understand the purpose and impact of requested funding. In response, Deputy Commissioner Combs agreed and added that, as DVS continues to move toward a more strategic approach, future funding requests to the Foundation will be aligned with the agency's broader strategic priorities and the direction of the Secretariat.

C. Chairman's Report

Chairman Griffin began by introducing the Foundation's 15th and newest trustee, Steven Arango, and invited him to provide brief remarks.

Trustee Arango shared that he is an attorney with Jenner & Block in Washington, D.C. and previously served approximately four and a half years on active duty in the U.S. Marine Corps as a judge advocate, including assignments in Quantico, Germany, and Ukraine. He noted that his wife is a former active-duty Air Force service member now serving in the Reserve, and that they live in Vienna, Virginia with their young child. Trustee Arango said he looks forward to serving on the Board and contributing to the Foundation's work.

Chairman Griffin then reported that fundraising remains the Foundation's primary focus. He provided an update on a legislative initiative pursued during the recent session that would have allowed certain veteran-focused DMV license plate proceeds to benefit the Foundation. Although the proposal did not advance, he stated that the Foundation plans to continue discussions with

legislators on the concept. He also recognized Trustee Coleman for his work helping develop the proposal. Chairman Griffin emphasized that the Foundation remains “small but mighty,” noting that funds raised go directly back to supporting Virginia veterans.

He also shared that the Development Committee is working to establish internal fundraising goals and objectives for 2026 to better support grant applications and funding strategy. He noted that the Committee met on February 27 and that he participated in that meeting.

Chairman Griffin reported that he and Trustee Poplar attended the grand opening of the Puller Veterans Care Center this past quarter, where a flag associated with the Lewis B. Puller was dedicated to the facility staff. He described the center as impressive and said staff appeared eager to begin serving veterans once final approvals are complete.

Trustee Poplar commented that the Puller Veterans Care Center is a top-notch facility and highlighted the importance of specialized care environments designed to meet veterans’ unique needs. He also praised the staff for their genuine care and concern for residents and noted the value of programs that help veterans connect through shared experiences. Deputy Commissioner Combs thanked the trustees for their support and encouraged continued visits. Chairman Griffin also encouraged trustees to visit the care centers, noting that residents appreciate the opportunity to connect with fellow veterans and that staff across the centers are doing outstanding work.

Chairman Griffin also shared that the Foundation was recently approached by the Washington Tattoo regarding a potential partnership tied to its 250th anniversary. He explained that the opportunity is focused on awareness and cross-promotion rather than financial support, and that the Foundation will continue exploring ways to collaborate. During discussion, VVFS Director Brandi Jancaitis noted that the Washington Tattoo is also a suicide prevention grantee for DVS and offered to share additional background information with Executive Director Arestivo. Chairman Griffin added that the organization’s leadership was already familiar with both DVS and the Foundation, which he said reflects growing awareness of the Foundation’s outreach efforts.

At the close of the section, Executive Director Arestivo informed the Board that Brad Williamson and Daniel Cortez are no longer serving on the Board.

D. Joint Leadership Council

Mr. Glenn Yarborough presented the Joint Leadership Council report and noted that the full report was included in the meeting materials. He described the current legislative session as a unique one, citing the transition to a new administration, the presence of many new legislators, and broader concerns related to funding.

Mr. Yarborough reported that the JLC was encouraged by progress related to VMSDEP, noting that the issue received considerable legislative attention during the session. He also shared an update on gaming-related concerns affecting veterans service organizations such as the VFW, American Legion, and AMVETS. He explained that current restrictions continue to create challenges for organizations that rely on gaming revenue, particularly when those funds cannot be used for certain facility-related expenses. He noted, however, that the legislature appears to be reviewing the issue.

He further stated that the JLC remains concerned about firms and individuals charging excessive fees to veterans seeking assistance with VA benefits claims. While the Council raised the issue again this year, he noted that the related resolution did not advance, consistent with the past two legislative sessions.

Overall, Mr. Yarborough said he remains optimistic about the session and encouraged attendees to review the written report for additional detail. He also remarked that the JLC can sometimes be persistent in its advocacy efforts, but expressed confidence in the leadership of Secretary Williams and Commissioner Maxwell, stating that he believes their work will continue to strengthen support for Virginia's veterans.

E. Foundation Report

Executive Director Arestivo provided an overview of the Foundation's current activities and reminded the Board that officer discussions and nominations will take place in advance of the June meeting, when Board leadership transitions are expected to occur.

She also reiterated the Foundation's mission and noted that funds raised in support of DVS are directed toward key program areas, including medical, behavioral health, and rehabilitative care; veteran suicide prevention and homelessness assistance; resident programs at veterans care centers; veteran transition support; cemetery beautification; and other veteran-focused needs across the Commonwealth.

Executive Director Arestivo shared that the Foundation has been working with its grant writer and DVS partners to better capture compelling testimonials that show the impact of Foundation funding. She highlighted one such story involving a veteran student attending Patrick & Henry Community College who, without a personal laptop, had been relying on limited access to campus and public library computers to complete engineering coursework. Because his coursework required the use of AutoCAD software, those limitations created significant academic challenges.

Through the Veteran Laptop Project, funded by the Foundation and administered through DVS support, the veteran received a laptop and a mobile hotspot, allowing him to download the required software, complete assignments outside of campus lab hours, and remain connected more consistently. Executive Director Arestivo noted that the veteran reported an immediate and meaningful impact on his ability to keep up with coursework. She emphasized that stories such as this help demonstrate how Foundation funding directly supports veterans in practical and life-changing ways.

In response to a question regarding where these stories are shared, Executive Director Arestivo explained that impact stories are regularly posted on the Foundation's website and used in grant applications. She noted that while DVS cannot use such stories in a way that could be construed as direct fundraising solicitation, the DVS website does direct visitors to the Foundation's website. Trustee Scalia added that the Foundation's LinkedIn presence has been strong and that the organization's stories are effective and worth sharing more broadly.

Executive Director Arestivo then reviewed the Foundation's internal OKRs, noting that total funding raised to date, including interest, stands at approximately \$458,265 from 211 donations. She explained that this reflects a relatively small donor base contributing most of the current

funding and noted that the Foundation continues to see strong results from gifts in the \$10,000 to \$100,000 range.

During discussion, Trustee Colucci asked for clarification on what qualifies as a Foundation engagement under the Foundation's goals. Executive Director Arestivo explained that engagements include speaking opportunities, visits, attendance at hosted events, networking opportunities, and other interactions across the Commonwealth that help raise awareness and support for the Foundation.

Chairman Griffin added that trustees have an important role in expanding the Foundation's visibility, particularly by engaging with local veteran service organizations and community groups. He noted that with roughly 700,000 veterans in Virginia and only about 200 donors currently making up most of the Foundation's support, there is significant room to broaden awareness and donor participation. He encouraged trustees to use local outreach opportunities, even informal ones, to share information about the Foundation and build support.

Trustee Poplar echoed that point and shared that he regularly uses Foundation materials, including rack cards, when speaking to local organizations and libraries. He noted that these materials are effective conversation starters and often generate requests for additional copies. He also shared that a common question from local organizations is whether donated funds remain in their specific geographic area. Trustee Poplar stated that he answers honestly by explaining that while funds are not restricted to a particular locality, every dollar stays within the Commonwealth and supports Virginia veterans. He added that the Foundation's ability to direct donations fully toward veteran support, without significant overhead, is an important strength in those conversations.

Executive Director Arestivo concluded her report by sharing photos from several recent Foundation engagements involving both staff and trustees. The images highlighted the Foundation's outreach efforts across the Commonwealth and were presented as examples of the visibility, relationship-building, and community presence that support the Foundation's mission. She encouraged continued participation in similar opportunities moving forward to help expand awareness and strengthen support for the Foundation.

F. Treasurer's Report

Kim Barton presented the Treasurer's report. As of December 31, 2025, the total income for the FY26 2nd Quarter reached \$339,569.90 Total expenditures during the same period amounted to \$372,627.56, resulting in an excess of income over expenditures of (\$34,95766).

The beginning fund balance was \$2,888,716.38, leading to a total FY2026 2nd Quarter ending fund balance of \$ 2,854,658.72.

G. Finance Committee Report

Trustee Coleman presented the Finance Committee Report and reviewed the quad chart included in the meeting materials. He noted that the chart reflects the Foundation's fundraising progress over time and shared that, apart from a one-time \$1.4 million donation received in 2022, the prior year was the Foundation's strongest fundraising year since 2019.

He explained that, as of the end of December, the Foundation had raised approximately \$336,000 against a year-end goal of \$499,000, based on the annual \$1 million fundraising target. While current totals appeared behind the previous year, Trustee Coleman noted that last year's numbers

were significantly influenced by a one-time in-kind donation of vans for the care centers, which affected year-over-year comparisons. He added that, from a cash standpoint, the Foundation is ahead of prior years, with approximately \$450,000 raised to date. Even so, he emphasized that meeting the \$1 million annual goal will require significant acceleration in fundraising for the remainder of the year.

Trustee Coleman reported that grant funding continues to be a challenge. He explained that many grantors are currently prioritizing 501(c)(3) organizations and, as a 170(c)(1) governmental entity, the Foundation is often excluded from consideration. He stated that this remains a major barrier to securing additional grant support.

He also reviewed donor trends, noting that while the Foundation receives many smaller recurring gifts, most of the funding continues to come from larger donations. He emphasized that if the Foundation is to meet the broader level of need identified by DVS—approximately \$2 million annually—it must continue pursuing larger donors and major gifts.

Looking ahead, Trustee Coleman shared that the April budget meeting will provide Board members an opportunity to hear directly from DVS program leaders, including representatives from the care centers and cemeteries, regarding their funding needs and how requested funds would be used. He described this process as both informative and valuable for understanding the direct impact of Foundation support.

Trustee Coleman also revisited the legislative idea of creating a revenue-sharing stream through Virginia's veteran-related vanity license plates. He noted that the concept did not advance during the recent General Assembly session, but said he remains interested in pursuing it, potentially as a future gubernatorial proposal. He explained that the concept would apply an additional annual fee to eligible military-related vanity plates, with proceeds benefiting the Foundation, while excluding individuals who already receive exempt plate status, such as certain disabled veterans and former prisoners of war. He estimated that such a program could generate between \$75,000 and \$100,000 annually in recurring revenue.

Trustee Coleman then raised the issue of structural growth and suggested that the Foundation revisit the possibility of establishing a 501(c)(3) affiliate or supporting arm. He referenced other Virginia organizations, including the Jamestown-Yorktown Foundation and the Virginia War Memorial Foundation, as models worth examining. He stated his belief that the Foundation may be leaving funding opportunities on the table by not having a 501(c)(3) structure available and offered to work with Executive Director Arestivo to further explore the idea and return with additional information at a future Board meeting.

During discussion, Trustee Scalia noted that similar models exist in other public and quasi-public organizations and may offer potential pathways. Executive Director Arestivo asked clarifying questions about how such a structure might function in relation to the current Board. Assistant Attorney General Val Southall noted that establishing and maintaining a 501(c)(3) entity would likely be a lengthy and costly process. Trustee Hopkins expressed appreciation for Trustee Coleman's ongoing leadership of the Finance Committee and his focus on advancing the Foundation's financial goals.

Chairman Griffin acknowledged that the idea may be worth exploring further, particularly if it could lead to increased fundraising opportunities, but also noted the importance of carefully

weighing any legal and financial costs involved. Discussion concluded with general interest from the Board in examining the concept more closely, and members agreed to continue exploring the feasibility of developing a 501(c)(3) arm to support the Foundation.

H. Development Committee Report

Trustee Jones reported that the Development Committee met this quarter and that the Foundation did not host any events during that period.

She encouraged trustees to continue conducting outreach and presentations with businesses, civic organizations, and community groups to increase awareness of the Foundation. Trustee Jones also referenced upcoming opportunities, including the GStek 30th Annual Golf Tournament, and reviewed several potential fundraising concepts discussed by the Committee that would require little to no upfront cost. These included community-based events such as 5K runs, walkathons, family fun days, and festivals; ticketed events such as galas, dinners, award ceremonies, and benefit concerts; partnered business events such as restaurant givebacks, networking mixers, and luncheons; and virtual fundraising efforts including online auctions, virtual challenges, and livestream campaigns.

Trustee Jones shared that the Committee expects to request \$25,000 in the FY27 budget to support fundraising initiatives. She explained that the proposed amount would include \$20,000 for event hosting and execution costs, such as venue deposits, food, and other event-related expenses, and \$5,000 for marketing and promotional materials, including branded items used to increase visibility and awareness at events.

During discussion, Trustee Colucci expressed hesitation about allocating funds for general fundraising purposes without a specific event or plan attached to the request. He indicated that he would be more comfortable considering such funding in connection with a clearly defined proposal and noted that his immediate focus remained on hearing DVS program needs during the budget process.

In response, Executive Director Arestivo explained that the Foundation does not receive dedicated state funding for fundraising activities and noted that fundraising-related expenses are often viewed as nonessential in the broader budget process. She stated that this creates a significant challenge for the Foundation, particularly given its lack of 501(c)(3) status and limited dedicated marketing resources.

Trustee Coleman added that the Board previously revised its bylaws to allow Foundation funds to be used for purposes beyond direct program support, recognizing that some administrative and fundraising investments are necessary to generate greater long-term support for veterans. Executive Director Arestivo, noted that even basic promotional needs, such as replenishing lapel pins and other outreach materials, remain difficult under the Foundation's current funding structure.

Chairman Griffin acknowledged the difficulty of balancing immediate programmatic needs with fundraising investments but emphasized that the Foundation will not be able to significantly increase support for veterans without improving awareness, outreach, and fundraising capacity. He stated that promotional materials and event support may appear minor on the surface but could provide meaningful return if they help bring new donors and partners to the table. He also

stressed that any event-related expenditures would require trustee involvement and oversight and would not function as an unrestricted spending pool.

Trustee Colucci noted that this was the first time he had heard the Foundation's budget constraints explained in that level of detail and suggested the Board would benefit from greater visibility into those limitations. Executive Director Arestivo responded by outlining how portions of the Foundation's existing budget had been reworked in recent years, including the reallocation of funds toward contracted marketing support, while also noting that state-appropriated funding remains restricted and cannot be freely moved between priorities.

DVS Finance Director Tammy Davidson provided additional clarification, explaining that while ongoing fundraising expenditures are not supported through a dedicated budget line, limited vacancy savings from the potential unfilled grant writer position may create a short-term opportunity to purchase promotional materials this fiscal year. She cautioned, however, that such funds would be one-time in nature and could not support ongoing commitments. Chairman Griffin summarized that any short-term use of vacancy savings would need to be carefully balanced against the continued need to retain funding capacity for a future grant writer position.

The section concluded with Trustee Hopkins noting that the need for a marketing budget has been a recurring issue raised by Executive Director Arestivo. Trustee Hopkins thanked her for continuing to push the conversation forward and challenge the Board to find the right balance to keep the Foundation viable and able to fulfill its mission.

I. Procedures and Policies Committee Report

Trustee Scalia reported that the Procedures and Policies Committee met virtually on February 26.

He shared that the Committee discussed whether the Foundation should establish clearer expectations for trustee participation and involvement. The discussion centered on the importance of regular attendance at full Board meetings, particularly given the need to maintain quorum to conduct business, as well as participation in committee work. Trustee Scalia noted that the Committee considered whether a minimum attendance standard should be established for both full Foundation meetings and committee meetings, along with what steps might be taken if a trustee consistently fails to meet those expectations.

Trustee Hopkins commented that service on the Foundation is an honor and expressed appreciation for the increased structure and accountability that Executive Director Arestivo has helped bring to the organization. She supported developing proposed language for participation standards and bringing a formal recommendation back to the Board for consideration at the next meeting.

Chairman Griffin agreed that no action could be taken at the present meeting, but stated that the Committee should return in June with formal recommendations that the Board can consider and vote on.

During discussion, Advisor Jack Lanier emphasized the importance of trustee orientation as one of the most effective ways to set expectations and improve engagement. He recommended reinstalling an orientation process for new trustees and also providing refresher guidance for current members.

Trustee Poplar supported that suggestion and proposed the creation of a one-page expectations sheet that could clearly outline trustee responsibilities and expectations. He noted that such a document could help prospective appointees better understand the commitment involved before joining the Board.

In response, Chairman Griffin noted that the Foundation is not directly involved in the appointment process and often is not aware of appointments until after they are made. Trustee Coleman added that, while recommendations may be possible in some cases, the appointment process varies depending on the appointing authority. Chairman Griffin agreed that, regardless of the appointment process, there is clearly an educational component needed for both new and current trustees, particularly given the complexity of the Foundation's structure and related organizations.

The discussion concluded with a request for additional feedback to be shared with Trustee Scalia so the Committee can develop recommendations for presentation at the next Board meeting.

J. Nominating Committee Report

Trustee Coleman, Chair of the Nominating Committee, announced that the Board will elect new officers at the next Board meeting in June. He shared that any trustee interested in being considered for the positions of Chair, Vice Chair, or Second Vice Chair should contact him directly.

Trustee Coleman also noted that the Nominating Committee will schedule a meeting in the coming months to review potential nominees and will present its recommendations to the Board for a vote at the next meeting.

4. NEW BUSINESS

A. Approval of Development Committee Recommendations

I. Approval of upcoming April 29 Budget Meeting. (No vote)

B. Approval of Finance Committee Recommendations

I. Albert G. Horton, Jr. Cemetery benches from Estate gift

i. Trustee Coleman **made a motion** to approve of two memorial benches being purchased using Foundation funds to honor a significant Estate gift received in FY25. Trustee Jones **seconded** the motion.

C. Approval of Procedures and Policies Committee Recommendations

I. Recommendations to be presented in the June meeting. (No vote)

D. Approval of 2nd Quarter 2025 Financial Report

I. Trustee Coleman **made a motion** to approve the finance report as presented. Trustee Scalia **seconded** the motion.

3. Other New Business: Board Chair, Executive Director, Trustees, Other

N/a

5. Adjournment

The next Board of Trustees Meeting will be held on **June 11, 2026, at the Virginia War Memorial, beginning at 10:00am**. The meeting was adjourned at 11:42pm.