

**Regular Meeting of the Geauga County  
Veterans Service Commission**

January 7, 2025, 3:00 p.m. in conference room B200

**PRESENT:** John Riha, Service Commissioner – President  
Doug Lundblad, Service Commissioner - Vice President  
Kyle Petersen, Service Commissioner – Secretary  
Charles “Skip” Boehnlein, Service Commissioner – Member  
William Smith, Service Commissioner - Member  
Michele Pemberton, Director/CVSO  
Randy McVicker, Assistant Director/CVSO  
Stacie Malone, CVSO, Admin  
Janice Brockway, Admin

**CALL TO ORDER:** President of the board, John Riha opened the meeting at 3:00 p.m.

**PLEDGE OF ALLEGIANCE:** President of the board, John Riha

**GUEST:** None

**APPROVE MINUTES:**

**Motion:** by Commissioner Riha to waive the reading of the Dec. 3rd minutes and approve, seconded by Commissioner Lundblad.

Commissioner Riha	AYE
Commissioner Boehnlein	AYE
Commissioner Lundblad	AYE
Commissioner Petersen	AYE
Commissioner Smith	AYE

**Motion Carried**

**CORROSPONDENCE:**

Monthly claims report – 1,135 claims were filed  
Nov 6th 11:00-1:30 Badger Lab Veteran’s Day Luncheon @ Burton American Legion – Stacie attended  
Nov 6th Residence of Chardon Veteran pinning 2:00 Stacie, John Riha and Chad Gimmi attended  
Nov 7th – Senior Veterans Luncheon @ Veterans Legacy Woods (sold out 140 veterans) – Stacie attended  
Nov 8th – VSOs at UH – Randy attended  
Nov 11th – Office closed, Veterans Day  
Nov 21-23 OSACVSC Fall Conf Petersen, Riha, and Smith attended  
Nov 25th Janice Brockway started new position  
Nov 28-29 Office closed, Thanksgiving Holiday  
Dec 24<sup>th</sup> & 25<sup>th</sup> Christmas Office Closed

Dec 31<sup>st</sup> & Jan 1<sup>st</sup> New Year's Day Office Closed  
Jan 20<sup>th</sup> Office Closed, Martin Luther King Day

**NEW BUSINESS:**

Commissioner Charles "Skip" Boehnlein was reappointed another term starting January 1<sup>st</sup>, 2025, thru December 31<sup>st</sup>, 2029.

After Director Pemberton's meeting with the BOCC, they approved \$50,000.00 for additional funding for the memorial on the square.

After further investigation of names on the plaque for the new memorial, some of the names do not belong and will be removed.

A new plaque honoring WWI will be added and could also be an additional cost.

Veterans Appreciation Day will be held on June 14<sup>th</sup> and will be organized by the Veterans Commissioners.

The Veterans Resource Fair will be held on Wednesday, July 30<sup>th</sup> from 3:00pm to 6:00pm. Location to be determined. Adam Hall Community Center was presented and tabled at this time.

**Presented Bills for payment:**

Dex Imaging	\$00	Copier
Sunrise Springs	\$32	Water for office
Geauga Credit Union	\$00	Gas for transports
OSACVCSO Dues	\$00	Membership
Amazon	\$00	Office supplies

A motion was made by Commissioner Smith to pay the bills and seconded by Commissioner Riha. All in favor AYE,

Commissioner Riha	AYE
Commissioner Boehnlein	AYE
Commissioner Lundblad	AYE
Commissioner Petersen	AYE
Commissioner Smith	AYE

**Motion Carried**

**OLD BUSINESS:**

Director Pemberton started a discussion regarding funding from the Veterans Sports Fest, that was to be paid directly to the Food Pantry. Commissioner Lundblad stated that he will see how much money that VFW Post 6519 has disbursed to the Food Pantry. Director Pemberton brought up she is working with the prosecutor's office doing the legal research to create the new programs for our community, still tabled.

**UNFINISHED BUSINESS:** N/A

**EXECUTIVE SESSION:** N/A.

**FINANCIAL ASSISTANCE APPLICANTS:** N/A

**ADJOURN MEETING:**

**Motion:** by Commissioner Riha, seconded by Commissioner Smith to adjourn at 1540 pm.

All in favor - **Motion Carried**

**Next meeting is February 4, 2025, 12611 Ravenwood Dr conference room B200 Chardon, Oh 44024 @ 3:00 pm.**

---

John Riha, President

---

Kyle Petersen, Secretary