

# Geauga County Veterans Service Commission

**May 6, 2025, 3:00 p.m.**

12611 Ravenwood DR, Conference Room B200, Chardon, Ohio 44024

**Call to order:** President – John Riha  
**Pledge of Allegiance:** Vice President – Doug Lundblad  
**Previous minutes:** Secretary – Kyle Petersen  
Commissioner William Smith  
Commissioner Charles Boehnlein  
Director Michele Pemberton  
Assistant Director Randy McVicker  
CVSO Stacie Malone  
Admin Janice Brockway

**Correspondence:** \*Monthly claim office report  
\*Director Pemberton will attend the OSACVSO  
Director’s Seminar on April 29<sup>th</sup>  
**\*April 30<sup>th</sup>-May 2<sup>nd</sup> Spring Qrtly Michele & Randy**  
\*Budget meeting with the BOCC on May 13<sup>th</sup> at  
2:50pm

## **OUTREACH**

May 17<sup>th</sup> – Stars & Strides Run/Walk Michele &  
Randy will attend  
May 22<sup>nd</sup> – FLAGS IN at All Souls All Staff and VSC  
May 28<sup>th</sup> – FLAGS OUT  
June 4<sup>th</sup> – Resources for Caregivers 11-3 Randy will  
attend  
June 14<sup>th</sup> – UH Safety Day Michele will attend  
July 12<sup>th</sup> – Maple Splash Stacie will attend  
July 30<sup>th</sup> OFFICE RESOURCE FAIR

**New Business:** - Discuss Happy or Not customer satisfaction  
station to be located in the office lobby

- Discussion/approval to order alarm/flashlight hand-outs
- Discussion/Approval to purchase doughnuts & coffee/water for All Souls “Flags-In” event

**\*Pay Bills:**

Dex Imaging	\$130.87	
Sunrise Springs	\$40.75	
Geauga Credit Union	\$860.00	Gas/Transports &NACVSO Reg. – McVicker & Malone (Partial Paymt.)
William Smith	\$238.00	Mileage
Fayette Flag & Banner	\$121.40	Space Force Flag w/Fringe 4x6
Shetler	\$1,499.38	Office Supplies
O.S.A.V.S.C.	\$375.00	Membership Dues (5) Commrs.
KT’s Custom Logos	\$837.37	Jar Openers
Amazon	\$126.17	Office Supplies
Amazon	\$2,805.49	VA Benefit Books & Paper Towels
NACVSO	\$400.00	Pemberton-Virtual Training
Fayette Flag & Banner	\$2,495.10	Flags: Various sizes & types
4-imprint	\$1,508.84	Giveaways – Stress Relief-Mad Cap
SHI	\$66.40	Smart Card Reader & Stand (x2)
Randy McVicker	\$231.00	Mileage
Michele Pemberton	\$330.77	Mileage

**Old business:** Nothing at this time.

**Unfinished Business:**

**Executive Session:** N/A

**FA Applicants:**