

Geauga County Veterans Service Commission

February 3, 2026, 3:00 p.m.

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

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

Correspondence: *Monthly claims & office report
February 16th President’s Day - CLOSED

New Business:

1. Election of Officers
2. Geauga KIA Memorial Dedication, May 15, 2026.
3. The Habitat for Humanity organization will attend the meeting to discuss how they can help veterans and their project to build a house.
4. Job applicant Thomas Covell for the Driver position will attend the meeting with the board for an interview.

PAY BILLS

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Dex Imaging	\$74.67	Copier
Sunrise Springs	\$32.00	Office Water
Geauga Credit Union	\$86.00	Gas for Van Transports
LBL Lithographs	\$190.00	Office Brochures – Benefits
Amazon	\$67.59	Office Supplies – Various

Expert IT	\$2,592.00	Microsoft 365 - Renewal (4-Users)
OSACVSO	\$200.00	Winter School Registration (Pemberton & Malone)

Old business: Nothing at this time.

Unfinished Business: Nothing at this time.

Executive Session: Not at this time.

FA Applicants: **No one at this time.**