

2024 VEMA Business Meeting
Wednesday March 20, 2024
11:45 am – 1:15 pm
Newport News Marriott, Newport News, VA

AGENDA

Arrival and Lunch

President's Address (Jess Robison)

Secretary's Report (Stephen Davis)

- *Motion to approve the minutes of the 2023 General Membership Meeting as previously distributed. Appendix I*

Treasurer's Report (Leslie Comer)

- *Motion to approve the general fund financial summary accounts as of February 2024 as presented. Appendix II*

Executive Director Report (Bo Keeney)

Election of VEMA Officers: (Bobby Gelormine)

Candidates

- | | |
|---|--|
| • <i>President – Jessica Robison</i> | <i>Secretary – Stephen Davis</i> |
| • <i>1st VP – Danielle Holmstrom</i> | <i>Treasurer – Leslie Comer & Andrew Marinik</i> |
| • <i>2nd VP – Will Drewery</i> | <i>Imm. Past President – Bobby Gelormine</i> |

**Ballots will be tabulated, and winners will be announced under new business. Candidates for contested positions will have 2 min each to make a statement from the floor if desired. Individual members and the voting member for organizational members will each be permitted to cast 1 vote each for the candidate of their choosing.*

Legislative Report (Bill Lawson and Brian Misner)

New Business (Jess Robison)

- *Motion to accept the Bylaws Amendment as recommended by the VEMA Board of Directors (Appendix III):*
- *Announcement & Swearing in New Officers*

Open Discussion for Membership



APPENDIX I: 2023 Annual Business Meeting Minutes

2023 Annual Business Meeting Minutes Wednesday March 22, 2023 Hotel Madison, Harrisonburg, VA



The meeting was called to order at 7:15 am by Robert Gelormine, VEMA President, who presided. There were 187 members in attendance. He presented his Presidential overview of organizational activities over the last year including; but not limited to, a stronger VDEM/VEMA membership, increased legislative activity, a new healthcare caucus, a redesigned VEMA website, increased finances and attendance at VEMS. Finally he thanked all of the VEMA volunteers and encouraged others to get involved.

Under the Secretary's Report, Jessica Robison presented on behalf of Sara Harrington. Motion Fletcher/English to approve the approve the minutes of the 2022 General Membership Meeting as previously distributed. Appendix I. Motion passed unanimously.

Under the Treasurer's Report, Motion Robison/Love to approve the general fund financial summary accounts as of February, 2023 as presented. Appendix II. Motion passed unanimously.

Will Flagler presented the 1st VP report in which he commented on VEMS activities, organizational activities that fall under the 1st VP 's responsibility and more. He thanked all volunteers and attendees.

Danielle Holmstrom presented the 2nd VP report in which she commented on the organization's audit process, new activities that have taken place over the year and other relevant information that falls under the duties of the 2nd VP.

Bo Keeney presented the VEMA Executive Director's Report and presented commentary of the total number of VEMA members as of February 2023 (845) as compared to the 810 in 2022. He additionally commented that VEMA finances are approximately \$40,000 more than this time last year. He noted that attendance at the VEMS is also up from 393 attendees in 2022 to 452 attendees this year. He made sure to thank the various board members and VEMS volunteers who have made this past year so engaging and successful on both a financial and membership front.

Robert Foresman, VEMA nominations and election chair, presented the 2023 slate of officers for election. He called for nominations from the floor for each position. There being no nominations from the floor the nominations period was closed and ballots distributed for election. The following individuals were presented for election.

- **Election of VEMA Officers: Candidates** (Robert Foresman)

- *President – Jessica Robison*

- *1st VP – Danielle Holmstrom/Craig Bryant*

- *2nd VP - Will Drewery*

- *Secretary – Stephen Davis*

- *Treasurer – Leslie Comer*

- *Imm. Past President – Bobby Gelormine*

Under the Legislative Report Bill Lawson and Brian Misner presented on recent activities including a successful 2023 lobby day, EM recognition week, increased lobbying activities, sessions with Delegate Wilt and Hunton Andrews Kurth. They are looking for additional volunteers so they can split up some duties (bill tracking, education, calendar, liaison, etc.)

Danielle Holmstrom presented an update from the VEMA Audit Committee. She reported on some of the new processes that have been implemented to further transparency. She noted that the committee continues to review monthly financials and reports everything is in good order.

Jennifer Sharpe, VDEM representative to the board, presented an brief update on behalf of VDEM. A more detailed report will be presented by Shawn Talmadge later during the meeting.

Under New business the following items were presented.

- VEMS 2023 Update – Updates to be presented on strategic plan during luncheon meeting. Encouraged attendees to complete evaluations. Reminder of silent auction and location of evening social event.
- Proposed Bylaws Amendment (Appendix III). Motion Fletcher/English to approve the bylaws changes as presented. Motion passed unanimously.
- Robert Gelormine announced the results of the election and the following individuals were elected to office.
 - *President – Jessica Robison*
 - *1st VP – Danielle Holmstrom*
 - *2nd VP - Will Drewery*
 - *Secretary – Stephen Davis*
 - *Treasurer – Leslie Comer*
 - *Imm. Past President – Bobby Gelormine*

These individuals were sworn into office by Shawn Talmadge and will take office effective immediately.

There was a call for any general discussion from the membership. There being none the remainder of the meeting was handed over to Jessica Robison to preside.

There being no further business the meeting was adjourned at 8:00 am

Respectfully Submitted

Sara Harrington
VEMA Secretary.

APPENDIX II: Treasurers Report

**VEMA
Summary of Account**

	A	B
1		
2		
3	Accounts	February
4	Union First Market Checking #8352726940	\$ 365,022.90
5	CD	\$ 11,606.34
6	Merrill #XXX-02703	\$ 77,987.68
7	Total	\$ 454,616.92
8		
9	***** if there is no activity on the account for the	
10	month, a statement will not be issued. The	
11	balance reflects the amount of the last	
12	statement.	

	23-24	January	Year to Date
REVENUE	Approved		
Union First Market Checking Balance	\$191,925.00		\$191,929.15
Dues	\$69,000.00	\$2,175.00	\$52,450.00
Affiliate	\$2,000.00		\$3,000.00
Individual	\$26,500.00	\$1,900.00	\$25,775.00
Organzational	\$16,200.00	\$250.00	\$14,500.00
Student	\$500.00	\$25.00	\$375.00
State Agency	\$2,800.00		\$2,800.00
Sustaining	\$6,000.00		\$6,000.00
Next Year's Dues	\$15,000.00		\$0.00
Newsletter/Website Advertisments	\$900.00		\$950.00
Certification Fees	\$1,300.00	\$125.00	\$1,950.00
AEM	\$0.00	\$50.00	\$150.00
PEM	\$1,300.00	\$75.00	\$1,800.00
Symposium	\$177,250.00	\$55,025.00	\$141,890.00
Convenience Fee	\$0.00		\$0.00
Exhibitors/Vendors	\$39,000.00	\$15,660.00	\$42,410.00
Sponsorships	\$42,000.00	\$7,250.00	\$32,500.00
IHE Sponsorship	\$1,250.00	\$6,500.00	\$9,750.00
Registrations / Hotel Refunds	\$95,000.00	\$25,615.00	\$57,230.00
Promotional Items	\$0.00		\$0.00
Reimbursement from VDEM	\$0.00		\$0.00
Miscellaneous	\$0.00		\$0.00
Transfer from Reserves	\$0.00		\$0.00
Scholarship Fund	\$1,250.00		\$1,500.00
Social Outing (Golf/Paint Fundraisers)	\$0.00		\$0.00
Scholarship Donations	\$1,250.00		\$1,000.00
VEMA Store			\$82.12
Interest on Checking Account	\$25.00	\$2.56	\$14.50
TOTAL REVENUE	\$441,650.00	\$57,327.56	\$198,836.62

EXPENDITURES			
Administrative	\$76,105.00	\$10,452.30	\$44,015.29
Next Years Dues	\$15,000.00		\$0.00
Association Management Fee**	\$42,230.00	\$10,355.00	\$30,463.60
Board of Directors	\$1,000.00		\$542.14
CPA - Tax Return	\$2,500.00		\$2,255.00
Credit Card Fees	\$2,275.00	\$47.30	\$1,381.48
Donations	\$0.00		\$0.00
Future Symposium Deposits	\$0.00		\$0.00
Insurance	\$2,500.00		\$2,249.00
Legal	\$0.00		\$0.00
Misc. Expense	\$0.00		\$0.00
Phone	\$1,250.00	\$50.00	\$472.45
Postage	\$300.00		\$30.66
Staff Travel	\$200.00		\$50.55
Stationary, Supplies, Printing	\$900.00		\$532.65
SCC Fee	\$25.00		\$0.00
Website	\$6,750.00		\$5,849.87
Subscriptions	\$1,175.00	\$167.90	\$187.89
Officers/Committees	\$47,599.00	\$0.00	\$13,644.20
Executive Officers Expense	\$0.00		\$0.00
Audit	\$0.00		\$0.00
Certification	\$2,000.00		\$412.44
Institutions of Higher Educ. Comm.	\$1,899.00		\$1,074.25
Awards & Citations Committee	\$600.00		\$0.00
Faith Based Caucus	\$3,000.00		\$0.00
Constitution & Bylaws	\$0.00		\$0.00
Legislative	\$30,000.00		\$12,037.52
Membership and Marketing	\$1,250.00		\$0.00
Professional Development	\$3,500.00		\$119.99
Nominations	\$0.00		\$0.00
Scholarship Fund Refund (VEMS)	\$0.00		\$0.00
Scholarship Awards	\$5,000.00		\$0.00
Scholarship Outing (Golf/Paint Fundraisers)	\$0.00		\$0.00
Technology (Webinars)	\$0.00		\$0.00
Good and Welfare	\$350.00		\$0.00
Board Retreat	\$0.00		\$0.00
Symposium	\$138,000.00	\$3,858.89	\$10,536.22
Speaker	\$5,000.00		\$0.00
Audio Visual	\$20,000.00		\$0.00
Rental Pipe & Drape	\$2,000.00		\$1,486.72
Facility and Equipment Rentals	\$2,000.00		\$0.00
Food and Beverage	\$85,000.00		\$0.00
Networking Events	\$7,500.00	\$2,306.50	\$2,306.50
Promotional Item	\$4,000.00		\$0.00
VEMS App	\$4,000.00		\$1,799.00
Staff Travel	\$1,400.00		\$340.16
Operations	\$1,500.00		\$452.96
Credit Card Fees	\$5,600.00	\$1,367.39	\$3,205.88
Vendor/Registration Refunds	\$0.00	\$185.00	\$945.00
Mid Year Conference (Fall Forum)	\$0.00		\$0.00
Contingencies	\$0.00		\$0.00
Transfer to Reserves	\$0.00		\$0.00
Transfer to Next Year			
TOTAL EXPENDITURES	\$261,704.00	\$14,311.19	\$68,195.71
NET	\$179,946.00	\$43,016.37	\$130,640.91

APPENDIX III: New Business – Bylaws Change

**VIRGINIA EMERGENCY MANAGEMENT ASSOCIATION
CONSTITUTION**

Section 1. Composition

ARTICLE 6

BOARD OF DIRECTORS

The Board of Directors shall be comprised of the following **twenty eight (28) individuals**:

The Executive Committee (9); two members representing each of the seven Virginia Department of Emergency Management regions (14); **one representative elected by the Institutions of Higher Education Caucus, subject to confirmation by the President** (1); one each representative of the following sectors to be appointed by the President:

Private sector (business & industry) (1);
Military (1);

Federal sector (1); and
A student member enrolled in emergency management or homeland security program either undergraduate or graduate level (1).

Suggested Change:

**VIRGINIA EMERGENCY MANAGEMENT ASSOCIATION
CONSTITUTION**

5

Section 1. Composition

ARTICLE 6

BOARD OF DIRECTORS

The Board of Directors shall be comprised of the following **twenty eight (28) individuals**:

The Executive Committee (9); two members representing each of the seven Virginia Department of Emergency Management regions (14); **one representative elected by each recognized caucus, subject to confirmation by the President** (1); one each representative of the following sectors to be appointed by the President: