**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 Secretary – Stephen Davis*
	+ *1st VP – Danielle Holmstrom/Craig Bryant Treasurer – Leslie Comer*
	+ *2nd VP - Will Drewery 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 Holsmstrom 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 Secretary – Stephen Davis*
	+ *1st VP – Danielle Holmstrom Treasurer – Leslie Comer*
	+ *2nd VP - Will Drewery 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 I**

**2022 Annual Business Meeting Minutes
March 25, 2022 at 11:00 am
Meeting held virtually via Zoom as a part of the 2022 annual symposium**

**The meeting was called to order at 11:03 am by President, Robert Gelormine who presided. Motion Gelormine/Robison to approve the agenda as presented. Motion passed unanimously.**

**Under the President’s Report Bobby commented on the ongoing activities of the association including the 2022 VEMS Symposium, the 2022 legislative session, etc. He thanked the membership and marketing committee for their leadership over the last year and informed the membership of newly developed Lunch and Learn seminars that will start in the next year. He highlighted he cohesive board and staff efforts over the last year. Finally he noted the development of the new faith based caucus and DEI taskforce.**

**Under the Secretary’s Report, Motion Dame/Stevens Motion to approve the minutes of the 2021 General Membership Meeting as previously distributed. Appendix I. Motion passed unanimously.**

**Under the Tresurer’s Report, Motion Robison/English to approve the general fund financial summary accounts as of February, 2022 as presented. Appendix II. Motion passed unanimously.**

**The 1st and 2nd Vice President’s deferred their reports until later in the agenda.**

**Under the Executive Directors report Bo Keeney commented that the association remains strong and viable with increased membership numbers and assets. He highlighted the 810+ VEMA members, the 400+ attendees as VEMS 2022, the 2022-2023 dues increase, development of a new audit SOP, new caucuses, DEI taskforce, updates to website and publications, and replenishment of operations reserve accounts. He thanked the VEMA staff (Laura and Sarah) for their efforts over the last year and the board for their dedication and leadership.**

**As chair of the nominations and elections committee Robert Foresman presented a slate of officers. For each position the membership was asked for nominations from the floor 3 times. There being no nominations from the floor the slate of officers was closed.**

* + *President –Bobby Gelormine Secretary – Joseph Dame*
	+ *1st VP – William Flagler Treasurer – Jessica Robison*
	+ *2nd VP - Danielle Progen Imm. Past President – Robert Foresman*

**The slate of officers were elected by acclimation for the 2022-2023 year.**

**Under the Legislative Report Bill Lawson and Brian Misner commented on the 2022 legislation session. This including telling legislators the “story” of Emergency Managers in Virginia, working on dedicated funding options, engagement with the Fire and EMS councils and the 2022 lobby day.**

**Under the Audit Committee Report Danielle Progen reviewed the committees’ activities and noted that all finances and operations are in good order with no concerns. The Keeney Group continues to do a wonderful job handling the association finances.**

**Under New Business, Bo Keeney, VEMA Executive Director swore in the newly elected VEMA officers and reviewed the 2022 award and scholarship winners.**

**There being no further business the meeting was adjourned at 11:53 am**

**Respectfully Submitted, Joseph Dame (VEMA Secretary)**

**APPENDIX II**

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**The VEMA Annual Operating Budget and monthly financials are available to the VEMA membership via the website. To access this information please visit** [**www.vemaweb.org**](http://www.vemaweb.org) **and log-in using your individual credentials. Once logged in select “Member Area” and then you may click on Operating Budget or Monthly Financials as you desire. As always, the VEMA Audit Committee does a full review of the organizations financials on a monthly basis and reports back to the VEMA Board of Directors. Additionally the VEMA Leadership and Audit Committee now have read-only access to the VEMA financials through Quickbooks online so they can review all financial activity in real time. For questions please reach out to the VEMA office, VEMA President or VEMA Audit Committee Chair.**

**APPENDIX III**

**By-Law Change**

**09/02/2022**

Article 4 – Board of Directors

Section 4 Caucus Representatives

One representative, elected by the Institutions of Higher Education Caucus and confirmed by the Association President, will serve as the Institutions of Higher Education Representative on the Board of Directors for a two-year term of office.

One representative, elected by the Faith Based Caucus and confirmed by the Association President, will serve as the Faith Based Representative on the Board of Directors for a two-year term of office.

**Change to:**

Section 4 Caucus Representatives

One representative, elected by the Institutions of Higher Education Caucus and confirmed by the Association President, will serve as the Institutions of Higher Education Representative on the Board of Directors for a two-year term of office.

One representative, elected by the Faith Based Caucus and confirmed by the Association President, will serve as the Faith Based Representative on the Board of Directors for a two-year term of office.

***One representative, elected by the Healthcare Caucus and confirmed by the Association President, will serve as the Healthcare Caucus Representative on the Board of Directors for a two-year term of office.***

Respectfully submitted

Jeff Fletcher

Chair; Constitution and By-Laws Committee

*\*\*Approved by the VEMA Board at the November 2022 Board of Directors Meeting*