

Minutes for the Meeting of City of Hawthorne
Veterans Affairs Commission
September 5, 2018

Meeting Convened: 3:15 P.M.

- 1) Call to Order
 - a. Members Present: Commissioners' Lester, Steinhauer, Moreno, and Chairwoman Orlemann. Commissioner Leon was absent.
- 2) Flag Salute, Pledge of Allegiance.
- 3) Pursuant to Government Code Section 54954.3, notice of posting Meeting: The September 5, 2018, Veterans Affairs Commission Agenda was posted at City Hall, 4455 West 126th Street, Hawthorne, CA on August 30, 2018 at 3:00 p.m.
- 4) Oral Communications: None.
- 5) Written Communications: None.
- 6) Approval of Minutes for the meeting of August 6, 2018. Approved by Commission 4-0.
- 7) Commission's Discussion/Action Items:
 - 1) Discussion of Commission name change
 - a. Commission considered various name options. Chair Orlemann motioned to change the name to Military and Veterans Affairs Commission. There was no second so the motion did not carry forward to voting.
 - 2) Discussion of Commissioners responsibilities/attendance to meetings.
 - a. After discussion, roles for Commissioners were agreed upon; Commissioner Lester will support Facebook and related IT efforts. Commissioner Steinhauer would continue to support logistics for event coordination. Commissioner Moreno would establish the veteran database.
- 1) Discussion of Veterans Day Event.
 - a) Agreement to honor all City employees that are Veterans
 - i. Secretary Gafney to determine number of veterans through HR
 - b) Agreement on using the Sun Room at the Memorial Center as the venue.
 - c) Commissioner Moreno to draft a "save-the-date" flyer for immediate use
- 2) Forming Veterans Affairs Foundation
 - a. Attendee Jerry Orlemann informed the Commission he would file the necessary documents to form a 501c(3) organization for the Hawthorne Veterans Foundation.
- 3) Open Business:
 - a) Upcoming Meetings
 - 1) Next Meeting is September 17, with a special meeting requested for September 24
 - 2) Motion to donate \$200 to Mindful Warrior Project for Veterans Benefit Day support. Motioned by Chair Orlemann, seconded by Commissioner Moreno. Motion approved 4-0.
 - 3) Agreement to defer Veteran-of-the-Quarter recognition until the Nov. 10 Veterans Day event
 - b) Upcoming Agenda Items for next meeting
 - 1) Secretary Gafney will be responsible for draft of meeting agenda and posting requirement.

8) Commissioners Report/Recommendations: None

9) Adjournment: 4:45 p.m.