

**Veterans Services Foundation Board of Trustees**  
**Virginia War Memorial**  
**621 S Belvidere St, Richmond, VA 23220**  
**March 11, 2026**  
**10:00 AM – 12:00 PM**

1. Call to Order
  - a. Opening and Pledge of Allegiance
  - b. Roll Call of Voting Trustees (Chair)
  - c. Quorum Determination (Chair)
  - d. Introduction of Visitors (ED)
  - e. Approval of Agenda - Board Chair (Vote)
  
2. Review and Approval of December 11, 2025 Board of Trustees Meeting Minutes - Board Chair (Vote)
  
3. Reports:
  - a. Secretary's Report: Timothy Williams, Secretary of Veterans and Defense Affairs
  - b. Department of Veterans Services: John Maxwell, Commissioner
  - c. Chairman's Report: Joel Griffin
  - d. Board of Veterans Services: Matt Miller, Chair
  - e. Joint Leadership Council: Bill Aramony, Chair
  - f. Foundation Report: Kayla Arestivo, Executive Director
  - g. Treasurer's Report: Kim Barton
  - h. Finance Committee Report: Mike Coleman
  - i. Development Committee Report: Shannon Spencer-Watson (given by Brandy Jones)
  - j. Procedures and Policies Committee Report: Dr. Jarvis Taylor (given by Matt Scalia)
  - k. Nominating Committee Report and Recommendations: Mike Coleman
  
4. Unfinished Business:
  - a. N/A
  
5. New Business:
  - a. Approval of Development Committee Recommendations: Board Chair
    - i. Approval of upcoming April Budget meeting date (no vote)
  - b. Approval of Finance Committee Recommendations: Board Chair (Vote)
    - i. Cemetery benches from Estate gifted (Vote)
  - c. Approval of Procedures and Policies Committee Recommendations, if required: Board Chair
    - i. Approval of Policy Updates (Vote)
  - d. Approval of 3<sup>rd</sup> Quarter 2025 Financial Report: Board Chair (Vote)
  - e. Other New Business: Board Chair, Executive Director, Trustees, Other

Adjournment (Next Board Meeting: 1000 AM -1200 PM, June 11, 2026, Virginia War Memorial)

**Note: A Box-Lunch will be provided for Trustees and other attendees during the break.**