## Lansing Veterans Commission

**Date:** May 17, 2019  
**Time:** 11:00 a.m. – 12:00 p.m.  
**Location:** 9th Floor Lansing City Hall

### Members:
- Mark Alley – Chair  
- P.J. Anderson  
- Natrenah Blackstock – Vice Chair  
- Anna Casey  
- Daniel Hude – Secretary  
- Mike McDaniel (appointment pending)  
- Tim Salisbury

- Alfreda Schmidt  
- Michael Stone  
- Mark Sutton - Treasurer  
- Chris Taylor  
- Martha Fujita – Mayor’s Office Liaison  
- Daryl Green – LPD Liaison  
- Krishna Singh - LFD Liaison

### Guests:

### AGENDA TOPICS (T):

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Old Business - Description</th>
<th>Facilitator</th>
<th>Objective</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Review &amp; approve meeting minutes from 24April2019</td>
<td>Alley</td>
<td>Minutes approval</td>
<td>11:00-11:05</td>
</tr>
</tbody>
</table>
| 2        | Finalize Membership of Sub Teams | Alley        | Events Chair – Chris Taylor  
Veteran Families Chair – TBD  
Military and Veteran Issues / Metrics Chair – Mark Sutton (members Mike Stone & PJ Anderson)  
Fundraising Chair – Mark Alley (members Tim Salisbury and Alfreda Schmidt) | 11:05-11:20 |

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<tbody>
<tr>
<td>1</td>
<td>Treasurer’s Report</td>
<td>Sutton</td>
<td>Update on finances</td>
<td>11:20-11:25</td>
</tr>
<tr>
<td>2</td>
<td>Yearly Fundraising Goal</td>
<td>Fujita</td>
<td>Get alignment on fundraising goal for 2019</td>
<td>11:25-11:35</td>
</tr>
<tr>
<td>4</td>
<td>Update from Military and Veteran Issues / Metrics Sub Team</td>
<td>Sutton</td>
<td>Provide update and gain feedback from Commission members</td>
<td>11:40-11:50</td>
</tr>
</tbody>
</table>
## Great Meetings

**G** – Give thought to whether a meeting is needed and its purpose

**R** – Respect global times/existing commitments when scheduling meetings

**E** – Ensure the agenda and materials are sent two days in advance

**A** – Assign a timekeeper and recorder

**T** – Turn off or silence electronics

**M** – Make sure to start and stop on time

**E** – Ensure that participants have needed expertise/authority

**E** – Explore options fully – listen and consider alternative views

**T** – Take action to stay on topic – “park” issues to be deferred

**I** – Inquire about others’ perspectives

**N** – Nicely “call out” distracting or counterproductive behaviors

**G** – Give your full support for final decisions

**S** – Summarize decisions, actions and due dates – include in minutes