



**AMERICAN LEGION NEWPORT HARBOR POST 291**  
**EXECUTIVE BOARD MINUTES**  
**SEPTEMBER 8, 2016**

**Meeting called to order at 1810 hrs.**

**Invocation:** Tim Bercovitz, Sgt-at-Arms

**Pledge of Allegiance:** Doug Nye, Commander

**Roll Call:**

<input checked="" type="checkbox"/> Doug Nye, Commander	<input checked="" type="checkbox"/> Ken George, 1 <sup>st</sup> Vice (Late)	<input checked="" type="checkbox"/> Roger Henry 2 <sup>nd</sup> Vice	<input checked="" type="checkbox"/> S.Schneeberger 3 <sup>rd</sup> Vice
<input checked="" type="checkbox"/> Gene Anderson, Adjutant	<input checked="" type="checkbox"/> Robert Wright, Jdg Adv	<input checked="" type="checkbox"/> Paul Meye, Finance	<input type="checkbox"/> William Bennett, <i>excused</i>
<input checked="" type="checkbox"/> Jesse Garcia, Svc Officer	<input checked="" type="checkbox"/> Tim Bercovitz, Sgt-at-Arms	<input type="checkbox"/> Patti Carson, <i>excused</i>	<input checked="" type="checkbox"/> Jess Lawson, Jr. Past
<input checked="" type="checkbox"/> Don Putzig, M.a.L.	<input checked="" type="checkbox"/> Mike Schubert, M.a.L	<input checked="" type="checkbox"/> Rich Whitlinger, M.a.L	<input checked="" type="checkbox"/> Ken Widdall, M.a.L,
<input checked="" type="checkbox"/> Al Yarrington, M.a.L.	<input checked="" type="checkbox"/> Robert Wright, M.a.L	<input checked="" type="checkbox"/> Wayne Zippi, JCM	

**Guest**

Don House

**Legion Family**

Auxiliary, Bev Caffarelli, Unit 291 Auxiliary Member: Announced Blood Drive to be held on October 10<sup>th</sup>, Holiday Boutique to be held on November 10<sup>th</sup>, Troop Shipping to be held on November 12<sup>th</sup>, and Raffle Envelope Stuffing on November 21<sup>st</sup>. She also volunteered at Operation Help a Hero and is requesting to be reimbursed \$262.62 for welcome home supplies she purchased for the returning troops. A motion to reimburse her was made and seconded. It passed with 15 ayes and 2 abstentions.

ALYC, Mike Schubert ALYC Secretary: Announced Sundowner Race September 12<sup>th</sup>, Harbor and Ocean Challenge Fishing Tournament September 24<sup>th</sup>, Channel Island Cruise September 26<sup>th</sup> to October 2<sup>nd</sup>, and Sailing for the Visually Impaired October 15<sup>th</sup> (The Kitchen serves them breakfast and lunch).

SAL, Matt Parsons, Squadron 291 Commander: discussed a multitude of issues between AL291 and the SAL. We want to find out what AL291 can do to help SAL. Requested assistance to get more young Legionnaires to join AL291. SAL membership committee needs assistance. Desire to see AL291 and SAL come closer together. SAL Board to appoint a member to attend both the E-Board and General meetings.

**Minutes**

**M/S/C** to waive the reading of the August 4, 2016, Executive Board Minutes

**M/S/C** to approve the August 4, 2016, Executive Board Minutes.

**M/S/C** to waive the reading of the August 17<sup>th</sup>, 24<sup>th</sup>, and 31<sup>st</sup> House Committee Minutes.

**Adjutant Report & Correspondence:**

There was nothing to report this month.

**Commander**

The Commander announced the following appointments:

Per the Bylaws, the Commander has appointed Gene Anderson, post member in good standing, to replace Marco Montes as Adjutant.

**M/S/C** to approve Gene Anderson as Adjutant.

On August 17th the Commander made the following needed changes on the Judicial Committee. John Lindgren, Ken George who were not available were replaced with Jim Bras and Drake Muat. At the hearing on August 20th Don Putzig was replaced with Al Yarrington.

At this time Sandy Schneeberger, Jim Bras, and Drake Muat are on the Judicial Committee, and Don Putzig and Al Yarrington are the alternates.

**M/S/C** to approve the changes to the Judicial Committee.

### **Officers' Reports**

1<sup>st</sup> Vice Ken George – 27 new members to induct at the General Meeting on September 14<sup>th</sup>. Current membership is at 2158. We are over goal for this year. Planning for the Navy Ball (October 22<sup>nd</sup>) is on-going.

2<sup>nd</sup> Vice Roger Henry – Bands are scheduled for Thursday night jazz, Saturday afternoon September 17<sup>th</sup>, and the Navy Ball. A request was made for the bands to sign a band's agreement. The OD schedule is done, and the bands are posted. Sandy Schneeberger discussed the number of guests a band can bring to the Post. The band agreement limits the number of their guests to 10. It was mentioned that our liquor license permits verified members of the Post and their verified guests. Questioned how we can let non-verified guests enter the Post? Roger Henry stated that he signed them in; and in his absence another member would have to sign them in. It was reiterated that this could close the place down because they are not members and can only enter by being signed-in by a member. It was stated that the OD would sign in the band's guests that were not signed in by Roger Henry. It was also stated that the band members would also have to be signed-in by a third party. The 5 sign-ins per member is our limitation and ABC doesn't care how many people a member signs-in. All band members and their guests must sign-in. All band members and their guests should be hand stamped.

Commander wants to see a file on every band, and how much they are going to cost us. Rich Whitinger has been asked to work on the band issue, and to report to the Commander. ODs must be responsible to be at the Post on-time and stay until their shift is over (1200 to 1800 hrs.). Paul Meye has volunteered to help out by taking the shift of any OD who cannot make it, but he must be contacted in advance. If you're going to be late or cannot make your shift do not call the day you are assigned to be OD. We need to keep the advertising of up-coming events current on the posters and on our webpage. When an event is over our posters and webpage are to be updated.

3<sup>rd</sup> Vice Sandy Schneeberger – Sandy Schneeberger and Ken George are going to work together on up-coming events. Sandy Schneeberger can present awards to the participants of events at the General Meeting. Paul Meye asked Sandy Schneeberger to push the oratorical contest at the General Meeting.

### **Financial Report**

Finance Officer Paul Meye presented a recap of the July numbers (see chart below). Presented recommendations from the Finance Committee: We received a penalty from the IRS for late filing our 2014 tax return; our CPA has written the IRS and they responded that they needed more time to research this situation. Since there is evidence that we filed the proper extensions we will likely get the penalty waived. Discussed getting a certified audit. Contacted Egan & Egan who does the ALYC filings. He got a commitment from them to do our 2016 tax reform for a fee not to exceed \$2,000; for an annual audit not to exceed (revised to \$8,000 on Oct. 6, 2016 at the E-Board meeting) \$6,000 (the \$6,000 was for an Annual Review). The lowest we have ever been quoted before.

**M/S/C** to change accounting firms from David Lavezari (added 10-6-16) to Egan & Egan.

Question was asked as to where we are with SAL? They are paying us on a daily basis for new memberships and renewals. Commander is looking into grants from the community; they would require a certified audit. Finance Officer Paul Meye got a quote of not-to-exceed \$8,000 for a certified audit from Egan & Egan. He contacted 30 different CPA firms for quotes for a certified audit that ranged from \$20,000 to \$50,000.

Robert Wight reminded us to bring the Amendment to the By-Laws to the General Meeting.

Chaplain Bill Bennett – Not present, excused.

Historian Patti Carson – Not present, excused.

Post 291 Business P&L By Class					YTD AS OF 09/07/2016				
YTD 2016	ADMIN	BAR	REST	BANQUET	TOT REST/BAN	HALL	CUSTOD	MARINA	TOTAL
TOT INC	\$4,950	\$426,096	\$434,966	\$263,866	\$698,832	\$96,289		\$212,665	\$1,438,832
COGS		\$263,186	\$472,745	\$202,138	\$674,884				\$938,070
GROSS PROFIT	\$4,950	\$162,999	\$(37,779)	\$61,728	\$23,949	\$96,289		\$212,665	\$500,762
EXPENSES	\$77,400	\$88,643	\$50,636	\$8,168	\$58,804	\$52,299	\$142,284	\$124,761	\$544,191
NET ORD INC	(\$72,450)	\$74,266	(\$88,415)	\$53,560	(\$34,855)	\$43,990	(\$142,284)	\$87,904	(\$43,429)
OTHER INC	\$178,118								
NET INCOME	\$105,668	\$74,266	(\$88,415)	\$53,560	(\$34,855)	\$43,990	(\$142,284)	\$87,904	\$134,689
BANK BAL	\$717,000								
OPERATE ACCT	\$149,000								
MBRSHIP ACCT	\$159,000								
RESERVE ACCT	\$192,000								

**Closed Session at 1957 hrs**

**Reconvened Regular Session at 2115 hrs**

In closed session the E-Board held discussions regarding a members entertainment privileges.

**Meeting adjourned at 2116 hrs**

Respectfully submitted,  
Gene Anderson  
Adjutant