



AMERICAN LEGION NEWPORT HARBOR POST 291
215 15th Street, Newport Beach, CA 92663
GENERAL MEETING MINUTES
Wednesday, July 10, 2019

Meeting called to order at 1900 hours

The Colors were advanced.

Invocation: Ken Wilson

Pledge of Allegiance: Commander Jon Reynolds

POW/MIA Ceremony: Kevin Van Otterloo and Brian Fleming

Recited the Preamble of the Constitution of The American Legion: lead by Commander Nye

Roll Call:

<input checked="" type="checkbox"/> Jon Reynolds, Commander	<input checked="" type="checkbox"/> Bob Wine, Finance Officer	<input checked="" type="checkbox"/> Kevin Van Otterloo, M.a.L.
<input checked="" type="checkbox"/> Mike Berdine, Adjutant	<input checked="" type="checkbox"/> Rich Frauentzimmer, Historian	<input checked="" type="checkbox"/> Robert Wright, M.a.L.
<input type="checkbox"/> Bob Brennen, 1 st Vice (excused)	<input checked="" type="checkbox"/> Bob Grundmeyer, Sgt-at-Arms	<input type="checkbox"/> Rich Whitlinger, M.a.L.(excused)
<input checked="" type="checkbox"/> Anthony Morales, 2 nd Vice	<input checked="" type="checkbox"/> Ken Wilson, Chaplain	<input checked="" type="checkbox"/> Wayne Zippi, M.a.L.
<input checked="" type="checkbox"/> Jim Updike, 3 rd Vice	<input checked="" type="checkbox"/> Chase Wickersham, Service Officer	<input checked="" type="checkbox"/> Nick Giordano, M.a.L.
<input checked="" type="checkbox"/> Doug Nye, Jr. Past Comm	<input checked="" type="checkbox"/> Tony Melum, Judge Advocate	<input checked="" type="checkbox"/> Eric Schroeder, M.a.L.

Honored Guests: Bob Brower, Tim Bercovitz, Gene Anderson

Reports from Legion Family Members & Other Guests:

Auxiliary – Debbie Schubert, President – Debbie stated the policy for succession from a deceased AL member to Auxiliary membership as end of current year time limit. The Auxiliary was “dark” in June. Debbie then supplied a review of major Auxiliary activities – two blood drives per year, troop shipping (blue star mothers), next Auxiliary General Membership Meeting is July 17 and July 18 Wine Tasting.

SAL – Tim Sullivan, Commander –He stated that they raise funds to support veterans. He mentioned the fishing trip for veterans was June 27th. Another one is scheduled for August 29. Held Flag Day on the Park June 14th for the kids in Veterans Park. The SALs are planning a 9/11 memorial event.

American Legion Yacht Club – Bruce Batcheller, Commodore – Bruce noted that ALYC has been a program of Post 291 for over 52 years. ALYC held the Old Glory Boat Parade on Independence Day. Both active military members and veterans were on boats in the parade. Coming up, ALYC has a Cruise to Two Harbors planned for September. ALYC also holds the Monday night Sundowners Races. Bruce also said to send a copy of your current AL, SAL or Auxiliary membership card to membership@alyc.com to apply for membership in ALYC. Commander Reynolds mentioned the Youth Sailing program.

Post Honor Guard – Brian Fleming, Commander –He stated they have completed 42 events this year, and that they do about 90 events a year. He stated they competed at the Department Convention last month, taking first place. They will be competing at the National Convention in August.

Bar & Restaurant – Jon Reynolds – Jon spoke about the great restaurant and bar offerings at the Post. He mentioned that the Post facilities are available for rent for events including, weddings, celebrations of life, birthdays, and other special events. He reviewed routine weekly events including burn-your-own every day, Taco Tuesday and hootnanny on the patio followed by line dancing. Wednesday night the Main Hall is normally occupied by Post family organizations for meetings. A jazz band performs many Thursday nights through the summer. Thursday is also Family Night with special menu items added to our regular menu. Friday night is a dinner dance with live music. Saturday during the summer we have a band. Jon said that Post has a Sunday breakfast and has a band Sunday afternoons.

Announcements and Initial Comments: Commander Reynolds introduced the 2019/2020 Executive Board members (PowerPoint slide).

Executive Board Members, 2019-2020

• Commander	Jon Reynolds
• Adjutant *	Mike Berdine
• First Vice Commander	Bob Brennan
• Second Vice Commander	Anthony Morales
• Third Vice Commander	Jim Updike
• Junior Past Commander	Doug Nye
• Finance Officer	Bob Wine
• Historian	Rich Frauentzimmer
• Sergeant at Arms	Bob Grundmeyer
• Chaplain	Ken Wilson
• Service Officer *	Chase Wickersham
• Judge Advocate *	Tony Melum
• Member at Large	Kevin Van Otterloo
• Member at Large	Robert Wright
• Member at Large	Rich Whitlinger
• Member at Large	Wayne Zippi
• Member at Large	Nick Giordano
• Member at Large	Eric Schroeder

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Then the Commander reviewed the format for General Membership Meetings (PowerPoint slide).

Format of General Membership Meetings

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| <ul style="list-style-type: none"> • Opening Ceremonies <ul style="list-style-type: none"> ○ Posting of Colors ○ Invocation ○ Pledge of Allegiance ○ National Anthem ○ POW / MIA Ceremony ○ Preamble to the Constitution of The American Legion • Roll Call • Introduction of Honored Guests • Reports by Affiliates and Programs <ul style="list-style-type: none"> ○ Auxiliary Unit 291 ○ SAL Squadron 291 ○ American Legion Yacht Club ○ Honor Guard ○ Bar and Restaurant • Commander — Announcements • Approval of Minutes | <ul style="list-style-type: none"> • Officer Reports <ul style="list-style-type: none"> ○ Commander ○ Adjutant ○ First Vice Commander ○ Second Vice Commander ○ Third Vice Commander ○ Junior Past Commander ○ Finance Officer ○ Historian ○ Sergeant at Arms ○ Chaplain ○ Service Officer ○ Judge Advocate ○ Members at Large • Unfinished Business • Initiation of New Members • New Business • Good of the Legion • Adjournment |
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Commander Reynolds followed that with an Executive Board Policy Statement (PowerPoint slide).

Policies

- **Serve with honesty, integrity, highest character, transparency, and fair play**

- **Comply with all:** (Post 291 Bylaws, Article 8.1.)
 - **Federal, State, and Local laws**
 - **American Legion Rules, Regulations, and Policies**
 - **Post 291 Constitution, Bylaws, Rules, Regulations, and Policies**

- **Robert's Rules and Post 291 Bylaws govern conduct of meetings**
(Post 291 Bylaws, Article 13.2)

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Then the Commander spoke about the Post 291 Family and some of their activities and events starting with Auxiliary troop shipping, boutiques and the annual Make-A-Wish event. Then he mentioned the SAL fishing events, Flag Day and fund raising activities. He noted the American Legion Yacht Club's as a 52 year program of the Post with Old Glory Boat Parade, sail boat use for ALYC members, and the Youth Sailing activities (PowerPoint slide).

Post 291 Family

- **Auxiliary Unit 291**

- **SAL Squadron 291**

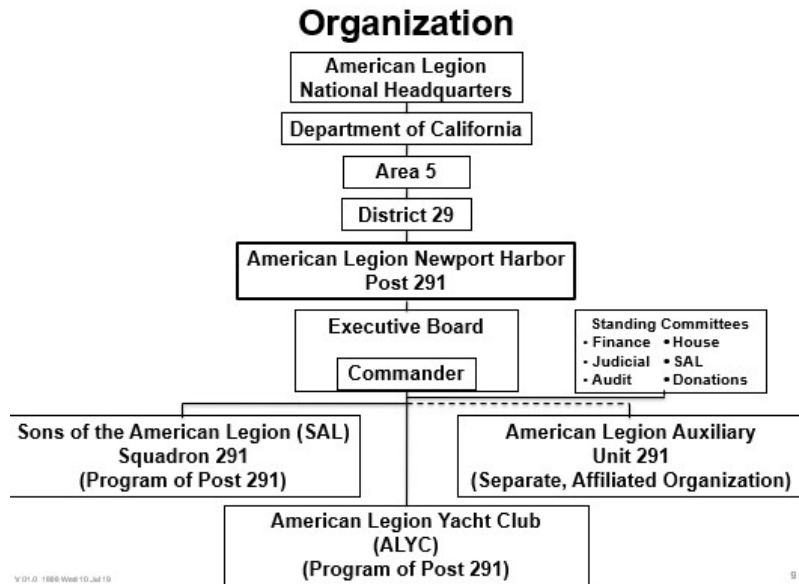
- **American Legion Yacht Club**

- **Post Employees**

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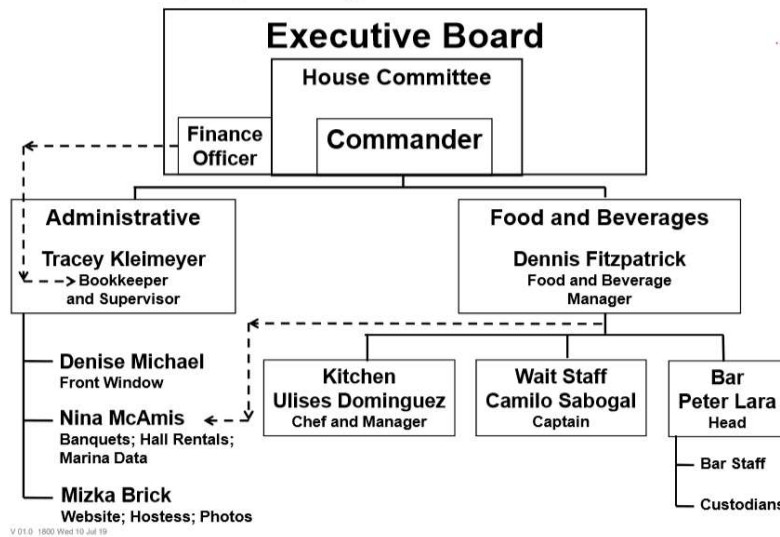
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Commander Reynolds then talked about the overall organization of the Post noting that the Auxiliary is an affiliated organization while the Sons and ALYC are programs of the Post (PowerPoint slide).



The next item Commander Reynolds addressed was an overview of the employee support system of the Post. He noted that most of the employees are part-time. There are “40 some” total employees with 12 full-time positions. The two principal employees are Tracey Kleimeyer and Dennis Fitzpatrick. He also spoke about the weekly staff meetings to ensure a smooth running organization (PowerPoint slide).

Employee Organization Structure



The Commander then spoke about the non-voting Executive Board appointments: Mike Berdine as Adjutant, Tony Melum as Judge Advocate and Chase Wickersham as Service Officer.

The Commander then addressed the appointments made to the Standing Committees with some positions filled by specific officers per the Post 291 Bylaws. The House Committee is responsible for the bar, restaurant and the marina. The House Committee meets weekly. The House Committee as well as the E-Board are primarily focused on making sure the employees have what they need to do their jobs (PowerPoint slide).

Appointments Standing Committees

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| <ul style="list-style-type: none"> • Finance <ul style="list-style-type: none"> ○ Bob Wine, Finance Officer, Chair ○ Mike Berdine, Adjutant ○ Tony Melum, Judge Advocate ○ Jim Updike ○ Bob Carolan ○ Dan Ferrari ○ Jon Reynolds, Ex Officio • Judicial <ul style="list-style-type: none"> ○ Tony Melum, JA, Chair ○ Bill Badenoch ○ Jim DeClerck ○ Bob Gaido ○ Doug Green ○ Burt McChesney | <ul style="list-style-type: none"> • House <ul style="list-style-type: none"> ○ Mike Berdine, Adjutant, Chair ○ Bob Wine, Finance Officer ○ John Lindgren ○ Jim Updike ○ Nick Giordano ○ Eric Schroeder ○ Doug Nye ○ Jon Reynolds, Ex Officio • SAL <ul style="list-style-type: none"> ○ Bob Brennan, 1st Vice, Chair ○ Anthony Morales, 2nd Vice ○ Brian Fleming, Honor Guard ○ Nick Giordano, MaL |
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Overviews of the other committees were then presented by the Commander. Commander Reynolds noted that Chase Wickersham is being very innovative and is striving to involve the Post Family members in the committee. Mention was also made of how important the Audit Committee is to ensure proper donation accounting. Commander Reynolds created the Yacht Club(s) Committee to address how to bring the two yacht clubs together. Not shown in the slide is the Bylaws Committee. The Bylaws Committee will update the Post Bylaws to conform to changes made at the National and Department levels over the last ten years, since the last Bylaws revision.

Appointments Other Committees

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| <ul style="list-style-type: none"> • Donations <ul style="list-style-type: none"> ○ Chase Wickersham, Chair ○ Ken Wilson, Chaplain ○ Nick Giordano, MaL, Post 291 ○ Cory Vigil, Post 291 ○ Gary Barnhill, Post 291 ○ Debbie Schubert, Aux 291, Pres ○ Erica Linden, Aux 291 ○ Tim Sullivan, SAL 291, Cmdr ○ John Long SAL 291 ○ Bill Badenoch, ALYC ○ Bob Duff, ALYC | <ul style="list-style-type: none"> • Audit <ul style="list-style-type: none"> ○ Sverre Thomassen, Chair ○ Eric Schroeder ○ Chase Wickersham • Yacht Club(s) <ul style="list-style-type: none"> ○ Frank Reinhart, Chair ○ Angelina Garcia ○ Sverre Thomassen ○ Rich Reyna ○ Ken Wilson ○ Mike Berdine ○ Jim Updike |
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Commander Reynolds then advised that the following members will be designated as bank signatories and check signers: Jon Reynolds, Commander, Bob Wine, Finance Officer, Mike Berdine, Adjutant, Bob Brennen, First Vice Commander and Jim Updike, Third Vice Commander.

Executive Board Meeting Minutes: Commander Reynolds requested the following motion be made by the membership:

M/S/C to waive the reading of the Executive Board Meeting Minutes.

The motion was approved.

Commander Reynolds requested the following motion be made by the membership:

M/S/C to approve the Executive Board Meeting Minutes.

The motion was approved.

General Membership Meeting Minutes: Commander Reynolds requested the following motion be made by the membership:

M/S/C to waive the reading of the previous (June 12) General Membership Meeting Minutes.

The motion was approved.

Commander Reynolds requested the following motion be made by the membership:

M/S/C to approve the Minutes of the June 12 General Meeting Minutes.

The motion was approved.

Correspondence: Mike Berdine, Adjutant, reported there was no correspondence to report this month.

Commander's Comments: The Commander commented on the following issues:

- The Commander will write and post Commander's Message to address E-Board actions from the July 2 E-Board meeting.
 - The termination of the American Legion Yacht Club was vacated
 - The suspension of the American Legion Yacht Club was removed as they are in compliance with the "Five Rules"
 - A letter has been sent to the National Adjutant of the American Legion stating the above

At the end of his presentation the Commander called on each officer to make their reports.

Officer Reports:

Adjutant Mike Berdine– Nothing to report.

1st Vice Commander Bob Brennen – Not present (excused) – Jim Updike is filling in.

2nd Vice Commander Anthony Morales – is in-charge of fund raising and entertainment for the Post. He is working on updating the entertainment dates in the calendar. The Commander made note of the upcoming WWII/Korean War Veterans Luncheon – Thursday, August 13.

Jr. Past Commander Doug Nye – Nothing to report

3rd Vice Commander Jim Updike – Not called. No report.

Finance Officer Bob Wine – is in-charge of Post Operations. Bob discussed the Post’s finances through July, 2019 and that the reporting is done by Membership and Operating categories. Bob also noted the reports will be posted to the website in the minutes. Commander Reynolds commented that business activity at the Post is seasonal and most business activity is in the second half of the year meaning the finance numbers will improve in the next few months.

**Post 291 Financial Statements
Summarized – June 30 Year to Date
Membership and Operating Statements**

	2019 Year to Date	2018 Year to Date	2019 Budget YTD	\$ Over/Under Budget
Membership				
Income	\$ 124,091	\$ 110,255	\$ 52,575	\$ 71,516
Expenses	408,550	228,336	279,850	128,700
Net Income (loss)	\$ (284,459)	\$ (118,081)	\$ (227,275)	\$ (57,184)
Operating				
Income				
Total Food and Bar Service	\$ 786,306	\$ 806,163	\$ 776,056	\$ 10,250
Other Income	200,314	198,687	190,325	9,989
Gross Income	986,620	1,004,850	966,381	20,239
COGS	735,335	720,220	738,217	(2,882)
Gross Profit	251,285	284,630	228,164	23,121
Other Expenses	356,076	394,208	424,825	(68,749)
Net Ordinary Income (loss)	(104,791)	(109,578)	(196,661)	91,870
Other Income	210	11,755	2,000	(1,790)
Facility Fee	159,835	156,260	195,000	159,835
Net Income	\$ 55,254	\$ 58,437	\$ 339	\$ 54,915
Summary				
Membership	\$ (284,459)	\$ (118,081)	\$ (227,275)	\$ (57,184)
Operating	55,254	58,437	339	54,915
Total AL 291	\$ (229,205)	\$ (59,644)	\$ (226,936)	\$ (2,269)

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Historian Rich Frauenzimmer – Nothing to report

Sergeant at Arms Bob Grundmeyer – Nothing to report

Chaplain Ken Wilson – is in-charge of the Spiritual Welfare of Post Members. Ken welcomed the new members. There were nine losses in June. He tries to send out condolence cards for those people who are ill or to the families of those who have passed away. He available for Celebration of Life ceremonies for those who have passed away. Ken was very moved by the POW/MIA ceremony the first time he saw it. It is a good time to remember.

Service Officer Chase Wickersham – is in-charge of the Veteran’s Assistance Programs. Chase acknowledged Jesse Garcia’s exceptional four years as Service Officer. Chase discussed budget issues and need for donations to fill the needs through the end of the year. Chase also spoke about

Judge Advocate Tony Melum – Nothing to report

Unfinished Business

No unfinished business.

New Members

New members were introduced by Third Vice Commander Jim Updike, standing in for 1st Vice Commander Bob Brennen. The new members were asked to stand when their name was called. Next, the new members were invited to the front of the Hall for a picture and the Commander reviewed meeting and cover rules.

M/S/C A motion was made and approved by the membership to accept the new applicants into Post 291. The Commander welcomed the new members into Post 291.

New Business

No new business

Good of the Legion

Commander Reynolds noted the upcoming mentioned.

Ken Wilson, Chaplain said the closing prayer.

The Honor Guard retired the MIA/POW Flag.

The Honor Guard retired the Flag of our Country.

The Meeting was adjourned at 2008 hours.

Respectfully submitted,

Mike Berdine

Adjutant

American Legion Newport Harbor Post 291
