



**AMERICAN LEGION NEWPORT HARBOR POST 291
EXECUTIVE BOARD MINUTES
THURSDAY, JANUARY 2, 2020**

SILENCE CELL PHONES

CALL TO ORDER: Appx. 1800 HRS

INVOCATION: Ken Wilson

PLEDGE OF ALLEGIANCE: Commander Jon Reynolds

ROLL CALL:

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

Excused: Bob Brennen, Rich Whitlinger,

INTRODUCTION OF GUESTS & GUEST COMMENTS:

Guests: Sverre Thomassen, Davina Bilow, Brian Fleming Jr., Kelse McClure, Hector Storman, Kendall Madsen, Bruce Batcheller

Guest comments: Davina Bilow commented that she had submitted two incident reports. She went on to say the reports were "brushed under the rug." A point of order was made that the issues should be discussed in closed (Executive) session, following the procedure in the Post 291 Bylaws.

Affiliates and Programs Reports:

- ☐ Auxiliary Unit 291 – First Vice Kendall Madsen – Reviewed Kids Christmas Party and other Christmas activities. The Sweethearts Ball Raffle mailing has been done and talked about related Auxiliary activities. The Commander thanked Kendall and the Auxiliary members for all the help they provided the last several weeks
- ☐ SAL Squadron 291 – Commander Tim Sullivan – (late -see following notes).
- ☐ ALYC – Bruce Batcheller – Reported ALYC has 927 members. 380 renewals pending. Valor hosted about 100 people aboard during the Christmas Boat Parade and was awarded Third Place in the Lighting category. Commented about upcoming SCYA meeting and the award of Yacht Club of the Year to be presented. Commodore's Ball is later this month. SCYA Midwinters coming up in February with increased marketing planned to increase participation. Bank balance is up to nearly \$130,000. The Hut is being refurbished. Some maintenance is planned for Valor. ALYC is talking with a past Sergeant Major of the Pendleton Marine Base Wounded Warriors about on-the-water activities for active duty members and veterans.

Minutes Approval

- ❑ All Board members received copies of the December 5 Executive Board Minutes
 - The Commander asked for a motion to waive the reading of the Executive Board Minutes
 - M/S/C: The motion was approved.
- Needed corrections to the December 5 meeting minutes were noted
 - Chase Wickersham noted
 - “Speaking ...” was misapplied to Service Officer and should be applied to the Chaplain
 - Some details were missing regarding presentation of reports
 - Note: The recording of the meeting was subsequently reviewed and the above noted details were from a previous meeting
 - Kevin Van Otterloo noted he should be listed as excused
- The Commander asked for a motion to approve the December 5 Executive Board Minutes with above noted changes
- M/S/C: The motion was approved

Affiliates and Programs Reports (continued)

- ❑ SAL Squadron 291 – Commander Tim Sullivan – SALs to have planning meeting January 11. Christmas Boat Parade big success.
- ❑ Comment was made that Family members will be asked to present financial and membership reporting.
- ❑ It was also noted that there is no IRS tax regulation regarding number/percentage of SAL and Auxiliary members.
 - ❑ There is a Post policy – to ensure space for Veterans.

Committee Reports

- ❑ Audit Committee – Sverre Thomassen
 - ❑ Insurance - per PowerPoint
 - ❑ Marina policy not reviewed
 - ❑ All other policies evaluated



Committee Reports

- Audit Committee – Sverre Thomassen – continued
 - Insurance - per PowerPoint
 - Evaluated per Excel spreadsheet

American Legion Post 211 Insurance Summary

Name	Policy #	Expiration	Coverage	Premium 2018	Premium 2019	New Premium	Broker
Memory Insurance	CCP0091405	1/28/2020	\$1,000,000				
Gen. Liability and Bodily Injury		1/28/2020	\$1,000,000	\$8,040	\$8,040	\$9,648	Offical, R.W. Agency
Hired/Non-Owned Auto		1/28/2020	\$1,000,000	\$45	\$45	\$45	21726 Mission Trail, Ste H
Liquor Legal Liability		1/28/2020	\$1,000,000	\$840	\$840	\$840	Lake Elsinore, CA
Employer Liability		1/28/2020	\$1,000,000	\$0	\$0	\$0	951-674-1531
Travelers Casualty	102999750	7/1/2020	\$1,000,000	\$8,125	\$8,125	\$10,555	Clark Marine Garvey Insurance
D&O		7/1/2020	\$1,000,000	\$6,046	\$6,046	\$6,076 per year	245 Fisher Ave. D.B.
Employment Practices		7/1/2020	\$1,000,000	incl	incl	incl	Costa Mesa, CA 92626
Memory Insurance	CCP0091405	1/28/2020					
Bus Personal Property			\$200,000	\$1,411	\$1,405	\$3,333	Offical, R.W. Agency
Building 1		1/28/2020	\$1,390,000	\$7,436	\$7,871	\$8,342	
Building 2		1/28/2020	\$249,000	\$1,164	\$1,213	\$1,307	
Loss of Earnings		1/28/2020	\$186,000	\$1,042	\$1,042	\$1,042	
Equipment Breakdown		1/28/2020		\$1,046	\$1,076	\$1,285	
Additional Insured		1/28/2020		\$112	\$112	\$112	
				\$12,221	\$12,799	\$15,410	
Atlantic Specialty Ins. Co - Marine	SLA-01001	1/28/2020	\$1,000,000		\$17,889		Clark Marine Garvey Insurance
Atlantic Specialty Ins. - Bombardier	SLA-01198	1/28/2020	\$1,000,000		\$2,700		Clark Marine Garvey Insurance
Topa	XJ00001009-01						
Excess Liability		1/28/2020	\$2,000,000	\$2,785		\$2,785	Anderson & Harrison 800 Colorado Blvd Los Angeles 90041

- Brokerage Firms

Brokerage Firms Reviewed

1. **Chris Trombley, CIC, PCQI - Wood, Gutmann and Bogart Ins. Brokers**
2. **Toni Shibayama, Chief Risk Officer - ISU S&K Financial and Ins. Service**
3. **Greg Twiggs - Golf Insurance Solutions**
4. **Claire Koplan, CIC, CISR, Area V.P.- Arthur J. Gallagher & Co**
5. **Dan Armstrong, CPCU, CIC, AU , Managing Partner - Armstrong/Robitaille/Riegle, an Alera Group Co.**

Committee Reports

- Audit Committee – Sverre Thomassen – continued
 - Insurance - per PowerPoint
 - Recommendation – Armstrong, Robitaille, Riegle

Audit Committee Recommendation: Armstrong/Robitaille/Riegle, An Alera Co.

1. 11th largest Brokerage Co. in the U.S.
2. Expertise in Not-for-Profits, Entertainment, Hospitality, Restaurants.
3. Expertise in Real Estate and Real Estate Services.
4. Local Relationship Orientation - Located in Irvine, CA
5. Alera Group is an Independent National Insurance and Financial Services Firm with over 70 locations nationwide and over 1,700 employees.
6. Strong Industry Reputation.
7. Our contact will be the Managing Partner.

- CPA - per PowerPoint
 - Firms evaluated

► CPA Firms Reviewed

EGAN AND EGAN, GAIL EGAN, CPA & JD
INCUMBENT

WHITE NELSON DIEHL EVANS, ROBERT J CALLANAN, CPA

MARCUM ACCOUNTANTS, PHILIP WILSON, CPA

- Sverre Thomassen gave a brief explanation of the purpose of the audit and the internal control review.

Committee Reports

- Audit Committee – Sverre Thomassen – continued
- CPA - per PowerPoint

► Egan and Egan

**AUDIT: \$7,000
TAX RETURN: \$2,000
INTERNAL CONTROL REVIEW: \$2,000**

► White Nelson Diehl Evans

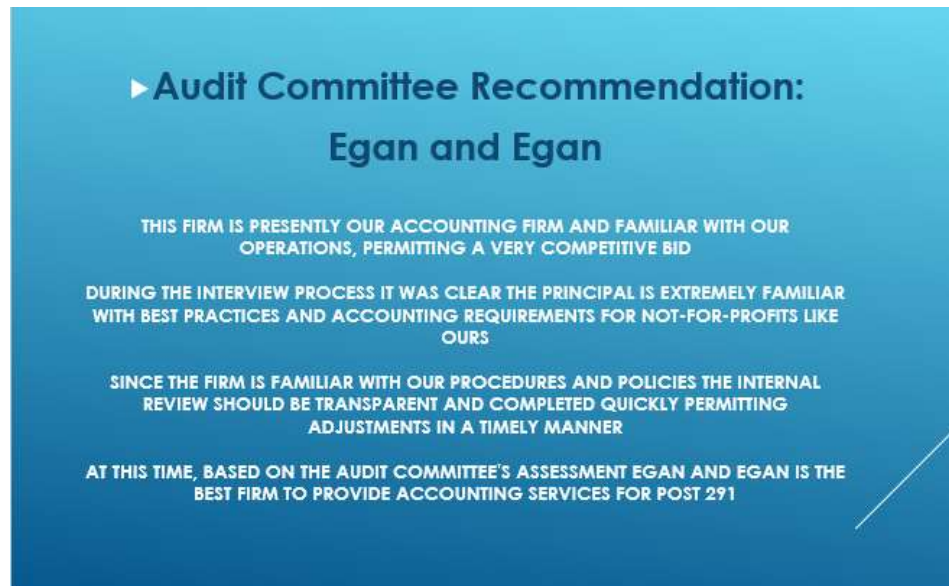
**AUDIT: \$13,000
TAX RETURN: \$2,600
INTERNAL CONTROL REVIEW: \$4,500**

► MARCUM Accountants

**AUDIT: \$45,000 TO \$50,000
TAX RETURN: \$5,000 TO \$6,000
INTERNAL CONTROL REVIEW: \$25,000
TO \$30,000**

Committee Reports

- Audit Committee – Sverre Thomassen – continued
- CPA - per PowerPoint



- A motion was made to accept the Audit Committee recommendation to use the audit, tax and internal control review services of Egan and Egan for 2019 calendar year
 - M/S/C: The motion was made and approved to accept the Audit Committee recommendation to use the audit, tax and internal control review services of Egan and Egan for 2019 calendar year
- There was some discussion about the insurance broker selection process
- A motion was made to accept the Audit Committee recommendation to use the insurance brokerage services of Armstrong, et al.
 - M/S/C: The motion was made and approved to accept the Audit Committee recommendation to use the insurance brokerage services of Dan Armstrong of Armstrong, et al.

Committee Reports

- ❑ Finance Committee – Bob Wine
 - ❑ Meeting held December 17
 - ❑ Discussed the budget
 - ❑ Voted to add covers as an inventory item in Quickbooks
 - ❑ Previously was expensed out on receipt
 - ❑ Discussed ongoing transfers of Vet291YC members to ALYC
 - ❑ Approximately \$6,000 pending
 - ❑ Discussed password security
 - ❑ John Lindgren is primary keeper of Quickbooks password
 - ❑ Also is in possession of past Judge Advocate Robert Wright
 - ❑ Finance Committee recommends the Post get an offsite safe deposit box
 - ❑ The Finance Committee also voted to use a separate checking account for exclusive VEAF funds
- ❑ House Committee – Mike Berdine
 - ❑ Operations going well
 - ❑ New California laws
 - ❑ New POS
 - ❑ From Aloha to Toast
 - ❑ On schedule
 - ❑ Dock piling has been installed
- ❑ SALs – Bob Brennan
 - ❑ Excused – No report
- ❑ Judicial – Burt McChesney
 - ❑ Nothing to report
- ❑ Donations – Chase Wickersham
 - ❑ Discussion per attached handouts
 - ❑ Discussion about need for donation coordination between the Family programs
 - ❑ Sea Cadet check to be issued this month
- ❑ Constitution and Bylaws – Mike Berdine
 - ❑ Moving – But slowly

Commander Comments/Announcements


Comments / Announcements

- **Additional New Committees to be Appointed** — Volunteers ?
 - Rules, Regulations, and Policies
 - Public Relations and Media
- **Committees Recently Appointed**
 - Facilities Development and Capital Campaign ➡ **Burt McChesney**
 - Marketing and Communications ➡ **Chase Wickersham**
- **Goals and Objectives for 2019 – 2020**
 - Administrative and Governance
 - Facilities and Physical Plant
 - American Legion Pillars and Programs
 - Public Relations and Community Involvement
 - Communications
- **Recent Events**

© 2018 - 2020 Post 291 Jan 20

Commander Comments/Announcements – continued


□ National Commander Visit





Welcome the AMERICAN LEGION
National Commander
BILL OXFORD
to Orange County District 29

Dinner and Reception
Centennial Post 132 Orange, Ca.
Friday December 13, 2019 1800

Tickets \$40.00 per person
Reservations recommended:
<https://www.eventbrite.com/e/79457851573>

Commanders Escort by:


Chow:
Italian selections from

Appropriate attire/
Legion Uniform
please



□ Newport Harbor Christmas Boat Parade



HOSTED BY THE NEWPORT BEACH CHAMBER OF COMMERCE

NEWPORT BEACH CHRISTMAS BOAT PARADE
DECEMBER 18-22, 2019

Parade begins at approximately 6:30pm each night.
Arrive early for best viewing and parking.
Enjoy YOUR parade!

MARK	TIME	DESTINATION
1	6:30	START Tip of Lido Isle commences
2	6:34	Lido Isle Yacht Club
3	6:38	Lido Isle Bridge commences
4	6:42	Tip of Lido Peninsula/Rhode Channel
5	6:49	Marina Park
6	6:52	Lighthouse Cafe
7	6:56	American Legion Yacht Club
8	7:00	15th Street Beach
9	7:04	Newport Harbor Yacht Club
10	7:07	Bay Island Bridge
11	7:10	Bay Island Channel commences
12	7:14	Newport Landing Restaurant
13	7:14	Balboa Boat Rentals
14	7:15	Balboa Peninsula Ferry Landing
15	7:15	Discovery Cube's OceanQuest
16	7:15	Harborside Restaurant (Balboa Pavilion)
17	7:16	Catalina Passenger Service
18	7:16	Dovey's Locker
19	7:20	Penninsula Point Beach commences
20	7:32	Pirate's Cove commences
21	7:34	Channel Reef
22	7:36	Coast Guard Harbor Master Dock commences
23	7:37	Balboa Yacht Club
24	7:40	Balboa Corinthian Yacht Club
25	7:43	Balboa Island Bridge commences
26	7:46	Little Island Beach
27	7:49	Little Island Point
28	7:51	Balboa Island (South Bayfront/Grand Canal)
29	7:58	Balboa Island Ferry Landing
30	8:00	Collins Island commences
31	8:06	Balboa Island (North Bayfront)
32	8:10	Balboa Island Bridge
33	8:10	Newport Beach Yacht Club
34	8:17	Harbor Island
35	8:24	Orange Coast Yachts/POH Bridge commences
36	8:27	Bay Shores Community Beach
37	8:34	Balboa Bay Resort commences
38	8:36	Orange Coast College (Creek Base)
39	8:37	Newport Bay Scout Sea Base
40	8:39	Mama's Restaurant
41	8:40	Guadalupe
42	8:41	Purdy's Restaurant
43	8:42	Billy's at the Beach
44	8:43	Louie's By the Bay Restaurant
45	8:46	The Wherry Restaurant & Wine Bar commences
46	8:50	Lido Marina Village
47	8:55	Lido Park/Lido Bridge
48	8:59	Tip of Lido North/Grove Beach
49	9:00	FINISH Tip of Lido Isle

□ New Years Eve at the Post

□ Upcoming events

Upcoming Events			
• Next GMM:	1900 Wed	8 Jan	
• Post Calendar Planning Meeting	1000 Sat	18 Jan	
• Area 5 Meeting Brawley Post 60	0900 Sun	26 Jan	
• Next E-Board Meeting	1800 Thu	6 Feb	
• Next Month GMM	1900 Wed	12 Feb	
• Department Oratorical Contest Finals	1300 Sat	8 Mar	
Norton AFB Museum			
• Department Executive Committee (DEC)	North Oceanside Post 760		
o Finance and Ways and Means	Fri	13 Mar	
o DEC	Sat	14 Mar	
o DEC	Sun	15 Mar	

Commander Comments/Announcements – continued

Other Topics

- **Audit Committee conducting comprehensive review of Insurance Coverages**
 - General Liability □ Excess Liability
 - D&O Insurance □ Marina
 - — Newly appointed Broker of Record: Dan Armstrong
 - — Proposed changes in coverages to E-Board on Thursday 6 February
- **Constitution and Bylaws Committee updating the documents**
- **Implementation underway for new POS: Toast (Replacing Aloha)**
 - Beginning this month, January 2020
 - Completion in about six weeks
- **Popup Canopy Tent arrived — and used for Boat Parade**
- **Marina slip rental fees increases effective Saturday 1 February**
- **Request received to set up “Recruiting Table” for US Census**
- **Post 291 Membership Goal for 2019-2020: 4,096**

OFFICERS' REPORTS

ADJUTANT – Mike Berdine

- Letter - Stanton Post Veterans Program

1ST VICE COMMANDER – Bob Brennen– Membership

- Excused - No report

2ND VICE COMMANDER – Anthony Morales - Speaking about upcoming events and bands.

- Suggestion to post complimentary letters
- Band calendar update
- Evaluating start of Saturday bands
- Band attire needs to be improved
- Stage lights need to be installed

3RD VICE COMMANDER – Jim Updike - Speaking on Americanism, youth and children, Boys State, and the Oratorical Contest.

- Boys State and Oratorical Committee
 - Oratorical
 - Schools contacted
 - Deadline January 17
 - Actual contest January 27
 - Boys State
 - Coordinating with Auxiliary – Girls State
 - March 28 and 29
 - Pick 25

JR. PAST COMMANDER – Doug Nye

- No report

FINANCE OFFICER – Bob Wine

- ❑ Distributed current business Profit and Loss Statement
- ❑ Books not yet closed for the year
- ❑ Banquet business up about \$16,000

AL 291 BUSINESS P&L BY CLASS										12/31/2019
YTD 2019	ADMIN	BAR	RESTAUR	BANQUET	TOT REST BANQ	HALL	CUSTODIAL	MARINA	TOTAL	PYC
TOT INC	12,485	622,697	819,614	410,844	1,730,459	156,559		281,373	2,303,572	2,156,398
COGS		404,471	862,655	333,096	1,195,751				1,600,222	1,518,938
GP	12,485	218,225	-43,040	77,748	34,708	156,559		281,373	703,351	637,460
GP %		35%	-5%	19%	3%					
EXPENSES	148,261	126,279	103,131	18,953	122,084	75,905	141,950	169,082	794,560	891,918
NET ORD INCOME	-135,776	91,947	-146,171	58,795	-87,376	79,654	-141,950	112,292	-81,209	-254,457
OTHER INC	485,891		1,172		1,172				487,063	459,713
OTHER EX										0
NET INCOME	350,115	91,947	-144,999	58,795	-86,204	79,654	-141,950	112,292	405,854	205,256
BANK BALANCE	1m332k		PYC 1m192k							
OPERATING ACCT	77k		122k							
MEMBERSHIP ACCT	138k		44k							
RESERVE ACCT	962k		902k							

HISTORIAN – Rich Frauenzimmer - Speaking on the pictorial history of the Post.

- ❑ Lead the National Commander on tour of Nixon Library
- ❑ Discussion of how to address powder on dance floor
 - ❑ Cameras do not pick up detail
 - ❑ If catch person dropping powder
 - ❑ Take photo of membership card
 - ❑ Ask member to leave
 - ❑ File incident report

SERGEANT AT ARMS - BOB GRUNDMEYER

- ❑ Thanks for support

CHAPLAIN – Ken Wilson

- ❑ Read names of card recipients
- ❑ Past Chaplain Bill Bennett update
- ❑ Hector Storman suggested getting shipping assistance for Auxiliary Troop Shipping project

OFFICERS' REPORTS - continued

SERVICE OFFICER – Chase Wickersham -

- ☐ Attached reports past out
- ☐ Marketing and Communications Committee
 - ☐ SeaBreeze
 - ☐ Cited sent, delivered and opened statistics
 - ☐ Only 463 clicked on the attachment
 - ☐ Needs improvement

JUDGE ADVOCATE – Burt McChesney

- ☐ Facilities Committee Meeting scheduled for January 7

MEMBER AT LARGE – Eric Schroeder

- ☐ Powder on dance floor
 - ☐ Need to clean up as soon as possible – stop band
 - ☐ Safety issue

MEMBER AT LARGE – Nick Giordano

- ☐ Need to make communications more frequently

UNFINISHED BUSINESS

- ☐ 2020 Budget
 - ☐ Business Budget
 - ☐ Insurance expense is estimate and line 6288 Accounting increased (tax prep)
 - ☐ A motion was made to accept Version 7 of the Business Budget
 - ☐ M/S/C: The motion was made and approved to accept Version 7 of the Business Budget
 - ☐ Membership Budget
 - ☐ Additions to 6251 Marketing, 6225 Insurance and 6288 Accounting noted
 - ☐ A motion was made to accept Version 5 of the Membership Budget
 - ☐ M/S/C: The motion was made and approved to accept Version 5 of the Membership Budget

NEW BUSINESS

- ☐ None

GOOD OF THE LEGION

- ☐ Discussion about following current Bylaws
- ☐ Incident report procedures

RECESS – Appx. 2045 Hours

RETURN FROM RECESS - Appx. 2050 Hours

EXECUTIVE (CLOSED) SESSION Appx. – 2050 Hours

- ❑ Discussion about two incident reports
- ❑ Reviewed filing process – per Bylaws
 - ❑ Can be delivered to any Board Member
 - ❑ Then discussed by E-Board
 - ❑ Then may go to Judicial Committee
 - ❑ Judicial Committee makes recommendation
- ❑ A motion was made to have the Judicial Committee investigate the two incident reports
 - ❑ M/S/C: The motion was made and approved made to have the Judicial Committee investigate the two incident reports and file reports at the next E-Board meeting
- ❑ A letter will be drafted and sent to the filer of the incident reports stating the incidents are being investigated

RETURNED TO OPEN SESSION Appx. – 2115 Hours

- ❑ A motion was made to adjourn
- ❑ M/S/C: The motion was made and approved to adjourn the E-Board Meeting

ADJOURNED: approximately 2115 hours.

Respectfully submitted,

Mike Berdine
Adjutant
Newport Harbor Post 291 of the American Legion



VETERANS DAY CELEBRATION



Everyone I've talked to, and many others who attended this excellent presentation have stated, "This was the very best VETERANS DAY program they have ever seen." I overheard one person say, "This was the first taste of true patriotism that I have felt in a long time."

This program was held on Friday, November 8, 2019, attended by one the largest audiences ever seen in this room, including many dozens of Veterans.

An exciting experience began as numerous attendees entered the Rowntree Gardens Fireside Lounge and to see the massive size American Flag mounted on the front wall.

Next viewed was the display of Veterans' memorabilia spread out on two tables and several three-legged easels

The Program began when Activities Director, Kristin Coates welcomed the audience.

An exciting sight to see was the COLORS GUARD of American Legion Post 291 march in and stand "At Attention."

EMMALEE WETZEL sang the very best rendition of the NATIONAL ANTHEM followed by the audience reciting the PLEDGE of ALLEGIANCE.

Chaplain JOHN MOSQUEDA eloquently spoke the INVOCATION.

We were honored to hear the MAYOR of Stanton, DAVID SHOWVER speak about Rowntree Gardens as being one of the most favored neighborhoods of Stanton. Some members of his staff individually gave each Veteran a metal pin with the name "Stanton" on it.

SGT. VICTOR REAL, a retired Marine spoke of some of his adventures during his many years of service and his admiration and respect of all Veterans.

The American Legion Colors Guard "Retired the Colors.

This beautiful Ceremony ended after we heard the heart-warming rendition of "TAPS" played so precisely by an American Legion trumpeter.

Assorted refreshments were served while a small band played live music.

MANY THANKS to all the people who created and presented this wonderful Ceremony to honor and commemorate all Armed Forces Veterans.

By: Bill Thomas



AL291 Marketing & Communications Committee (MCC)

Minutes

Tuesday, December 12, 2019

5:00 p.m. – 6:00 p.m.

Location: AL291 – Fireside Room

Purpose Statement: Newport Harbor Post No. 291 of the American Legion has never had a formal committee to coordinate communications and effectively promote activities to its members and the community. This will require coordination with all the programs in the Post Family. The MCC will implement a program to improve facility utilization by increasing revenue for the restaurant and bar, increasing banquet revenue and obtaining sponsors for Post events now forecasted to lose money in the current budget. Communications will include promotion on social media, use of email and direct mail, improved database maintenance to insure we reach all members and visibility in the community including presentations to the City Council, local clubs, religious groups and promotion to local corporations and foundations.

Attendees at this first meeting: Chase Wickersham, Jim Rossman, Burt McChesney, Anthony Morales, Mizka Brick and Hector Storman.

A. Meeting called to order at 5PM and these subjects were discussed:

1. Reviewed the mission and future of the MCC. Mission statement to be presented at the next e-board meeting.
2. Mizka presented the history of our social media and marketing efforts. She designs all event flyers, posts and updates the website, designs the SeaBreeze newsletter, and posts pictures to Facebook and Instagram.
3. All email promotion goes through Constant Contact controlled exclusively by John Lindgren.
4. All membership data is handled exclusively by Jeff Gottfredson who designed the database and makes all updates. This includes all Post Legionnaires, Sons and AUX. ALYC is handled separately by ALYC. Mailings are handled by Mail Source, Cheryl Keating, and addresses are provided by Jeff.
5. Press releases were discussed and apparently Mizka and Jon are requesting coverage.
6. Future meetings were discussed including how to recruit new members and how to promote future meetings. MCC leadership will be elected at a future meeting. It was suggested that Jeff be invited to the next meeting.

B. Meeting adjourned at 6PM

Next Meeting Date: January 20, 2020, at 6:00 p.m. at AL291 with pizza.



AL291 Donation Committee Minutes

Tuesday, December 17, 2019

6:00 p.m. – 6:15 p.m.

Location: AL291 – Hut

Purpose Statement: Newport Harbor Post No. 291 of the American Legion was organized to encourage its members and the local community to “assist primarily veterans and active duty military personnel in need.” The committee will approve grants and financial aid to veterans and military families. The Donation Committee consists of (7) Post members in good standing to oversee, recommend and approve all charitable distributions of AL291.

Attendees: Chase Wickersham, Ray Walls, Ken Wilson

A. Meeting called to order at 6PM and these items were discussed with these results:

1. Reviewed of the results for November including income and expenses. Review the remaining budget for 2019.
2. Motion approved for Baylis (Army) application for \$403.75 for moving expense.
3. Motion approved for Francis (Marine) application for \$1350 for rent.
4. Motion approved for Juarez (Marine) application for \$62.00 to landlord for processing rent under VA VASH.
5. Motion approved for Green (Marine) application for \$245.10 for three nights motel cost with homeless family of 4.
6. Motion approved for Ahlum (Marine) application for \$1000. to pay one month rent with \$25 gas card.
7. Motion approved for Duenas (Army) application for \$25 gas card and \$20 Target card for holidays because of injury.
8. Motion approved for Tillman (Army) application for \$217.56 to pay three nights motel cost since she was on the street homeless.
9. Motion approved for Cui (Army) application for \$183.71 for past due Edison electric bill.

B. Good of the Order

C. Adjourn

Next Meeting Dates: January 21, 2020, at 6:00 p.m.



AL291 Post Family Veteran Assistance Committee Minutes

Tuesday, December 17, 2019

5:00 p.m. – 6:00 p.m.

Location: AL291 – Hut

Attendees: Post Donation Committee – Chase Wickersham, Ray Walls, Ken Wilson
Program Representative – Bob Duff (ALYC), Bill Badenoch (ALYC), John Long (SAL), Absent (AUX)

1. Call to Order by Chase at 5PM with introductions
2. Presentation by Marcia Marinovich of the Center for Law and Military Policy.
 - a. CLMP overview
 - b. Current objectives such as changing the Feres Doctrine to empower survivors of military sexual assault.
 - c. A request for financial support from AL291 and all programs.
3. General Discussion
 - a. Post financial report for 6510 donations reviewed and VEAF campaign results shared (\$22,865 raised to date).
 - b. Recent requests for donations discussed.
 1. Police Unity Tour by Ken Schiffner, an AL291 member.
 2. Fisher House Southern California holiday fund raiser. SAL donated \$5000 in 2019, AUX may have donated, AL291 did not donate in 2018 or 2019. It was suggested that the Post donate in 2020.
 3. USNSCC Sea Cadets – El Toro Battalion – AL291 donated \$2500 in 2019 and \$2500 in 2018. We should donate again in 2020 since they volunteer for the post.
4. Updates from each of the Post's programs – AUX, SAL and ALYC
 - a. No update from AUX
 - b. ALYC update on the planning for the Purple Heart luncheon.
 - c. SAL update on the Hoops for the Troops – now extended to Feb 2020.
6. Action item: Previously we discussed how to promote to all Post members and the AUX recent raffle mailing was reviewed.
7. Adjourned at 6PM

Next Meeting Dates: January 21, 2020, at 5:00PM

Monthly Update for Service Officer

	2018 Actual	2019 Budget	2019 Actual Jan thru Dec 30	% of 2019 Budget thru Dec 31
6510 Donations				
6519 Honor Guard	\$ 3,274.70	\$ 2,000.00	\$ 2,790.83	140%
6521 Unrestricted Service Officer Expense	\$ 34,126.90	\$ 27,000.00	\$ 26,997.11	100%
6515 Oratorical	\$ 500.00	\$ 500.00	\$ 500.00	100%
6510 Donations other	\$ 17,405.34	\$ 20,000.00	\$ 26,171.91	131%
Total 6510 expenses	\$ 55,306.94	\$ 49,500.00	\$ 56,459.85	114%
Income VEOF (as of 12/30/19) Acct #4520			\$ 22,865.00	
Expenses VEOF (as of 12/30/19) Acct #6517			\$ 1,587.46	