



AMERICAN LEGION NEWPORT HARBOR POST 291
215 15th Street, Newport Beach, CA 92663
GENERAL MEETING MINUTES
Via GoToWebinar
Wednesday, April 8, 2020

Review of webinar process and key user controls

Meeting called to order at approximately 1910 hours

Invocation: Chaplin Ken Wilson

Pledge of Allegiance: Commander Jon Reynolds

Roll Call:

Jon Reynolds, Commander
 Mike Berdine, Adjutant
 Bob Brennen, 1st Vice
 Anthony Morales, 2nd Vice
 Jim Updike, 3rd Vice
 Doug Nye, Jr. Past Comm

Bob Wine, Finance Officer
 Rich Frauenzimmer, Historian
 Bob Grundmeyer, Sgt-at-Arms
 Ken Wilson, Chaplain
 Chase Wickersham, Ser. Off.
 Burt McChesney, Judge Adv.

Kevin Van Otterloo, M.a.L.
 Robert Wright, M.a.L.
 Rich Whitlinger, M.a.L.
 Wayne Zippi, M.a.L.
 Nick Giordano, M.a.L.
 Eric Schroeder, M.a.L.

Honored Guests:

Reports from Legion Family Members & Other Guests:

Auxiliary – Dana Johnson, Executive Committee Member – The Poppy stuffing has been done. Troop shipment may be delayed.

SAL – Tim Sullivan, Commander The SALs will continuing Veterans fishing trips this year starting on May 14. The Flag Day event is being planned.

American Legion Yacht Club – Bruce Batcheller, Commodore – All events cancelled for next 30 days. Had Whale Regatta and monthly social event. Still may be able to start racing season with Sundowners in May.

Honor Guard – Brian Fleming Jr., Commander – The Honor Guard is in a holding pattern. No events are scheduled due to health crisis.

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

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M/S/C to approve the Minutes of the March 11 General Meeting Minutes.

The motion was approved.

Correspondence: No correspondence to report

Officer Reports:

Commander Jon Reynolds - Per projected presentation

Commander's Comments / Report

- **Actions Completed**
 - Implementation of Post Takeout Food Service
 - New campaign initiated for Veterans Emergency Assistance Fund (VEAF)
 - Selection of Videoconferencing Service — [GoToWebinar](#)
- **Actions Underway**
 - Forgivable Loan from SBA — Paycheck Protection Program (PPP)
 - Assessing methods for holding future Post meetings and Election

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Commander's Comments / Report (cont)

- **On Going Post Operations — Summary**
 - Post 291 is closed — through at least Thursday 30 April 2020
 - Bar, Restaurant, Banquets closed — through at least Thursday 30 April 2020
 - All meetings, events, and entertainment at the Post are canceled — through at least Thursday 30 April 2020
 - Marina is open — and slip and dry storage renters have full access to their vessels
 - Takeout Food Service is available 12:00 noon to 6:00 pm daily
- **Upcoming Events**

○ GMM	(Second (Final) Nominations)	1900 Wed	8 Apr
○ Election		1200 Wed	13 May
○ Memorial Day		1100 Mon	25 May
- **Post 291 Membership Goal for 2019-2020** **4,096**

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Adjutant Mike Berdine— Nothing to report.

Officer Reports - continued

1st Vice Commander Bob Brennen – Membership – Reported current membership statistics.

Post 291 Membership Summary			
March 2020			
• Membership — Saturday 29 February			3,831
○ Plus:			
• New Members	31		
• Member Renewals	27		
• Transfers In	15		
• TOTAL ACCESSIONS		73	
○ Minus:			
• Member Deaths	7		
• Declined to Renew		(601 Not included in 2/29 beg bal)	
• Transfers Out	3		
• TOTAL ATTRITIONS		10	
• Membership — Tuesday 31 March 2020			3,891
• Membership Goal for 2019-2020:			4,096

2nd Vice Commander Anthony Morales – is in-charge of fund raising and entertainment for the Post. No report.

3rd Vice Commander Jim Updike – Reported on upcoming Boys State planning. California and National Boys State activities have been cancelled.

Jr. Past Commander Doug Nye – No report.

Finance Officer Bob Wine – is in-charge of Post Financial Operations.

- March 2020 compared to March 2019

Combined Business & Membership Income			
	Current Year @ March 31st	Prior Year @ March 31st	Change
Business Income (Loss)	(\$107,514)	(\$95,304)	(\$12,210)
Membership Income (Loss)	1,368	(76,466)	\$77,834
Total Before Facility Fees	(106,146)	(171,770)	\$65,624
Facility Fees	56,550	70,330	(\$13,780)
Net Income (Loss)	(\$49,596)	(\$101,440)	\$51,844

Finance Officer Wine spoke about the above Combined Business and Membership Income reports noting shut down since middle of March. The Post is losing about \$2,000 per day with the closure of most operations.

Officer Reports – Finance Officer Bob Wine - continued

**CARES ACT
PAYCHECK PROTECTION PLAN**

- ❖ Allows small businesses to apply for “forgivable” loans.
- ❖ Amount is determined by average monthly 2019 payroll costs x 2.5
- ❖ Post 291 could borrow approximately \$251,400.00
- ❖ To the extent loan is used for payroll, health insurance, lease payments and utilities over the subsequent eight weeks, loan can be forgiven.
- ❖ Unforgiven portion must be paid in two years, 1% interest.
- ❖ Allows Post 291 to keep employees on the payroll for an extra two months. It helps them, and helps us keep valuable employees.

Historian Rich Frauzimmer – No report.

Sergeant at Arms Bob Grundmeyer – No report.

Chaplin Ken Wilson – Buddy Check update. Test contacts done. Will now organize volunteers and move to next phase.

Service Officer Chase Wickersham – Service Officer Wickersham gave an overview of the Post’s veteran support activities. Service Officer Wickersham also spoke about the current VEAF project.

Judge Advocate Burt McChesney – No report.

Members at Large – Nothing to report.

Unfinished Business

No unfinished business.

New Members

New members were introduced by Adjutant Mike Berdine.

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.

The Commander welcomed new members into Post 291.

New Business

- CARES Act - PPP Loan application
 - A motion was made to move for the approval of an amount not to \$260,000 for a Paycheck Protection Program Loan
 - M/S/C of an amount not to \$260,000 for a Paycheck Protection Program Loan
- Second round of nominations for the upcoming Executive Board Elections
 - Commander Reynolds reviewed the election process.

Annual Election Process — Key Dates		
• Election Committee Appointed	GMM	Wed 12 Feb
○ Mike Lipscombe, Chair	Former Adjutant and Service Officer	
○ John Lindgren	Former Adjutant and Member at Large	
○ Bob Carolan	Former Post 291 Commander and Dept JA	
• Election Rules and Campaign Rules	E-Board	Thu 5 March
• First Nominations	GMM	Wed 11 March
○ New Business		
• Second (Final) Nominations	GMM	Wed 8 April
○ Unfinished Business		
• Election	GMM	Wed 13 May
• Installation of Officers	Post	Sun 21 June

- Commander Reynolds reviewed the online nomination process.

Nomination Process	
• Chair opens Nominations — for each position in succession	
○ Commander	□ Historian
○ First Vice Commander	□ Sergeant at Arms
○ Second Vice Commander	□ Chaplain
○ Third Vice Commander	□ Member at Large
○ Finance Officer	
• Nominator should state name of Nominee clearly	
○ Adjutant will record name of nominee	
• Nominations do not need to be seconded	
• Nominee will state acceptance or declination of nomination	
• When no more nominations are forthcoming for a position, the Chair closes nominations for that position — “Without objection”	

Second Nominations – All accepted unless noted

- Commander
 - Roger Henry withdrew his nomination
- First Vice Commander
 - No additions
- Second Vice Commander
 - No additions

Second Nominations - continued

- Third Vice Commander
 - No additions
- Finance Officer
 - No additions
- Historian
 - Richard Fraenzimmer –accepted
- Sergeant at Arms
 - Tim Bercovitz
- Chaplin
 - No additions
- Member at Large
 - Julie Roberts – accepted
 - Dennis DeRosia
 - Brian Whitfield withdrew his nomination
 - Frank Capitanio
 - Mike Schubert
 - David Zamudio

Three Minute Speeches

- Commander
 - Jon Reynolds
- First Vice Commander
 - Brian Fleming Jr.
 - Bob Brennan
- Second Vice Commander
 - Anthony Morales
- Third Vice Commander
 - Pass
- Finance Officer
 - Pass
- Historian
 - Richard Fraenzimmer
- Sergeant at Arms
 - Bob Grundmeyer
 - Tim Bercovitz
- Chaplin
 - Ken Wilson
- Member at Large
 - Frank Capitanio – by Kevin Van Otterloo due to technical problems
 - Dennis DeRosia
 - Burt McChesney
 - Julie Roberts
 - Mike Schubert
 - David Zamudio

Good of the Legion

None.

Chaplin Ken Wilson said the closing prayer.

The Meeting was adjourned at approximately 2045 hours.

Respectfully submitted,

Mike Berdine

Adjutant

Newport Harbor Post 291 of the American Legion
