



**AMERICAN LEGION NEWPORT HARBOR POST 291  
EXECUTIVE BOARD MINUTES  
VIA GOTOWEBINAR  
THURSDAY, SEPTEMBER 3, 2020**

**GOTOWEBINAR OVERVIEW – MIKE BERDINE**

**CALL TO ORDER:** Appx. 1805 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. – exc         |
| <input checked="" type="checkbox"/> Bob Brennen, 1 <sup>st</sup> 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 <sup>nd</sup> Vice | <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 <sup>rd</sup> Vice      | <input checked="" type="checkbox"/> Cory Vigil, 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 type="checkbox"/> Eric Schroeder, M.a.L – exc.          |
| <input checked="" type="checkbox"/> Mike Berdine, Adjutant                | <input checked="" type="checkbox"/> Rich Frauzenzimmer, Historian  | <input checked="" type="checkbox"/> Nick Giordano, M.a.L.      |

***Excused:*** Rich Whitlinger, Eric Schroeder

**INTRODUCTION OF GUESTS & GUEST COMMENTS:** Cindy Edes, Dana Johnston, Tim Sullivan, Bruce Batcheller, Frank Reinhart, Hector Storman

**Affiliates and Programs Reports:**

- Auxiliary Unit 291 – President Cindy Edes. President Cindy Edes introduced herself. Pendleton Baby Shower was successful. Blood Drive to held in October 12. Working on Troop Shipping - November 7.
- SAL Squadron 291 – Note: Out of sequence - Commander Tim Sullivan reported a successful PTSD fishing trip. Bank balance is about \$130,000. 36 new members this month. Working on plans for upcoming events.
- ALYC – Commodore Bruce Batcheller – Increased membership to 835. Zoom is being used to conduct meetings. Both sailboats in service. Preparing for elections. Created Fleet Surgeon position to be filled by Dr. George Rappard. Last Sundowner race September 14. Model boat season ended. Two cruises coming up. Youth Sailing very successful with receipts of about \$8,000. \$130,000 in the bank.
- Honor Guard – Commander Brian Fleming Jr. – Continuing to get more requests for private services – one every week or two.

**Minutes Approval**

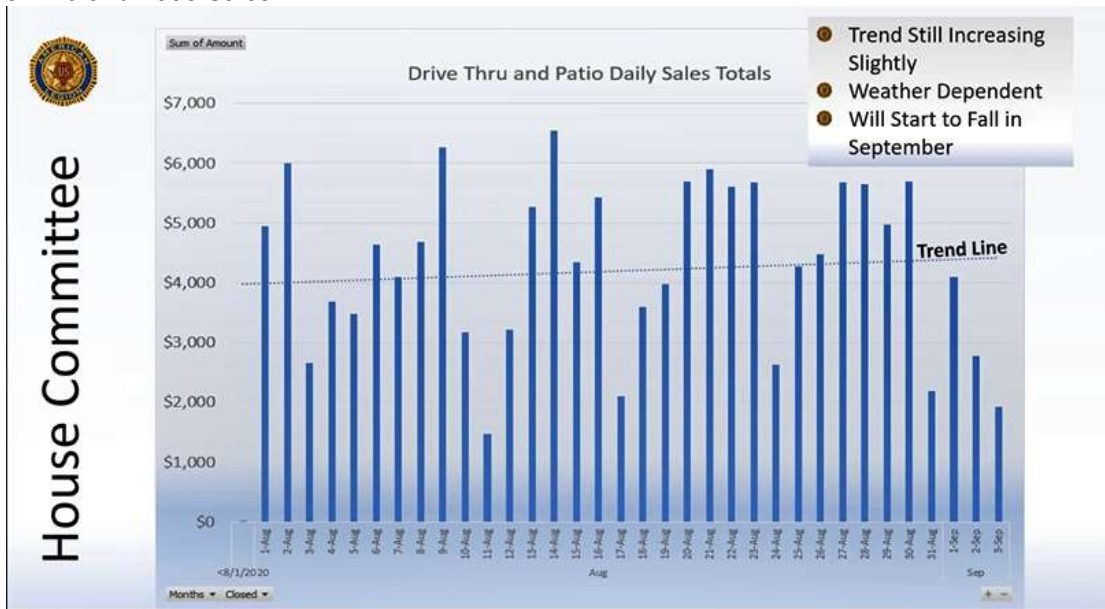
- All Board members received copies of the August 6, 2020 Executive Board Minutes
  - The Commander asked for a motion to approve the August 6, 2020 Executive Board Minutes
    - M/S/C: The motion to approve the August 6, 2020 Executive Board Minutes was carried.

## Correspondence

- Adjutant Mike Berdine - None to report

## Committee Reports

- House Committee – Mike Berdine
  - Drive Thru and Patio Sales



**House Committee**

## Issues/Improvements

- Hut sewage leak
  - Men's head
  - Repaired last week
- Online renewals
  - Convenient process
  - Implemented
  - Continuing to refine
- Marina
  - Three slip finger replacements
  - Started this week

- Finance Committee – Bob Wine
  - Met August 26
    - Reviewed statements
    - SAL financial statement reviewed
      - Need some enhancements
    - Discussed PPP loan and forgiveness

- Finance Committee – continued
  - Cash in banks
    - Over FDIC limits
    - Authorized opening a new account with Farmers and Merchants Bank
- Reopening Planning Committee – Jim Updike
  - Many changes
  - Looking to expand to indoor dining
  - Potential events being studied
- Donations – Cory Vigil

Monthly Update for Service Officer			for the Sept 3, 2020 E-Board	
6510 Donations	2019 Actuals	2020 Budget	2020 Actual thru Aug 31	% of 2020 Budget thru Aug 31
6519 Honor Guard	2,790.83	2,000.00	2,875.92	144%
6521 Unrestricted Service Officer Expense	27,069.00	25,000.00	10,835.49	43%
6517 Restricted VEAF expense		59,296.00	32,739.53	55%
6515 Oratorical	500.00	500.00	-	0%
6510 Donations other	26,171.91	25,000.00	11,800.00	47%
<b>Total 6510 expenses</b>	<b>56,531.74</b>	<b>111,796.00</b>	<b>58,250.94</b>	<b>52%</b>
4520 VEAF current balance			61,858.75	
Aug Donations Out			10.86	
Aug VEAF Donations Out			5902.27	

- Approved 9 of 24 assistance requests (see also attachment)
  - Jacobo (Army & USMC) Storage Fees for \$1023.00 VLI referred
  - Smith (Navy) Rental Assistance. Family went on furlough from employment due to pandemic. Will start collecting unemployment.
  - Powell (USMC) referred by VOA for rental \$440.00 and \$89.92 public utility assistance.
  - Ching (Coast Guard) \$100 in gas cards for travel assistance as college re-opened. Student veteran.
  - D'amico (USMC) needed help with \$69.00 cellular phone bill and \$25.00 Target and \$20 gas card.
  - Duncan (Army) rental assistance for the amount of \$840.00 and \$100.00 in gas cards.
  - Bates (USMC) motel voucher as family lost apartment. \$658.00 Housing will be ready by next week through Families Forward.
  - Berman (Army) Rental assistance for the amount of \$862.00. Unemployment starts in September.
  - Johnson (Navy) \$100 Walmart cards and \$50 gas cards. Homeless awaiting VOA EHA Program.
  - Total for the month: \$5,902

**Commander Comments/Announcements – next page**

## Commander Comments/Announcements

### Commander's Comments / Report

- **Actions Completed**
  - Online Membership Renewal and Dues Payment capability on Post website
  - Honor Guard link on Home Page of Post website
  - Hut plumbing repaired
  - Hut door lock replaced (Hut locked)
  - Three dock fingers replaced
  - Access to public beach obstructions removed
  - Email to Harbor Commissioner Steve Scully — Friday 21 August
  - Email from Coastal Commission Enforcement — Friday 28 August

### Commander's Comments / Report (cont)

- **Other Notes and Announcements**
  - Membership Renewals for 2021 underway
  - Three methods to pay dues and renew American Legion Post 291 membership:
    - Visit Front Office — 0900 to 1700 Monday through Friday
    - Telephone Front Office
    - Post 291 Website
- **Upcoming Events / Meetings**

○ Labor Day		Monday	7 September
○ Next GMM	7:00 pm	Wednesday	9 September
○ Patriot's Day	11:00 am	Friday	11 September
○ Next E-Board Meeting	6:30 pm	Thursday	1 October
○ Red Cross Blood Drive (Auxiliary)	9:00 am	Monday	12 October

### Commander's Comments / Report (cont)

- **Email Received Friday 28 August — California Coastal Commission Enforcement Officer**
  - Post is in violation of California Coastal Act:
    - Signage restricting public access
    - Unpermitted construction of a patio
    - Obstructions to public access to a public beach
  - Related to — and working with — City Department of Public Works California Coastal Commission permit application for seawall cap construction

## Commander Comments/Announcements – continued

### On Going Post Operations — Rules

- Drive-thru takeout meal service is available daily— and is open to the public
- For Post 291 Family members and their guests, outside dining at the Post is available daily — on the patios only
  - Alcoholic drinks may only be ordered and served with a meal — but refills permitted
  - Masks must be worn to enter the patio areas — and when not seated at a table
  - Masks may be removed while seated at a table for eating and drinking
  - When reordering drinks from the bar, masks must be worn — **If you get up, mask up!**
  - Social distancing continues as a requirement
  - Tables set up on the patios are purposely spaced at required distances
  - Tables are cleaned after each set of users has departed
- No in-person meetings may be held at the Post
- All Post 291 Family meetings must be held by videoconference
- Only certain kinds of events are authorized to be held at the Post — and these must be conducted within limits of numbers of attendees and with social distancing
  - Religious — e.g., Weddings
  - Cultural — e.g., Celebrations of Life

### On Going Post Operations — Summary

- Bar, Inside Restaurant, and Banquets are closed — indefinitely
- All meetings, events, and entertainment at the Post are canceled — until further notice
- Marina is open — and slip renters and dry storage renters have access to and use of their vessels
- Drive-thru takeout food service is offered and available, 12:00 noon to 7:00 pm Monday through Friday and 10:00 am to 5:00 pm Saturday and Sunday
- Reopening Planning Committee exploring options and methods for further reopening the Post
- Videoconferencing (Webinars) will continue indefinitely as the primary method for holding Post meetings
- Support of needy military veterans continues — under the skilled direction of the Service Officer

## OFFICERS' REPORTS

### ADJUTANT – Mike Berdine

- No report

### 1ST VICE COMMANDER – Bob Brennen– Membership

- No report

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

- No report

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

- No report
- Encouraged support of the Blood Drive



**OFFICERS' REPORTS – continued**

**JR. PAST COMMANDER – Doug Nye**

- Has contacted Department about delayed dues payment
- One payment subsequently received

**FINANCE OFFICER – Bob Wine**

- P and L Summary

AL 291 BUSINESS P&L BY CLASS											9/2/2020	
YTD 2020	ADMIN	BAR	RESTAUR	BANQUET	TOT REST BANQ	HALL	CUSTODIAL	MARINA	TOTAL	PYC	DIFF	
TOT INC	6,146	173,429	624,517	66,738	691,255	27,835		210,305	1,108,969	1,468,375	-359,405	
COGS		168,555	653,118	131,783	784,901				953,456	1,058,782	-105,325	
GP	6,146	4,873	-28,601	-65,045	-93,646	27,835		210,305	155,513	409,593	-254,080	
GP %		3%	-5%	-97%	-14%							
EXPENSES	98,205	59,636	84,964	9,249	94,213	44,464	104,181	112,914	513,613	498,569	15,044	
NET ORD INCOME	-92,059	-54,763	-113,565	-74,294	-187,859	-16,629	-104,181	97,391	-358,100	-88,976	-269,124	
OTHER INC	229,956		2,927		2,927				232,883	251,033	-18,150	
OTHER EX										0		
NET INCOME	137,897	-54,763	-110,638	-74,294	-184,932	-16,629	-104,181	97,391	-125,217	162,057	-287,274	
BANK BALANCES:												
PYC												
WELLS FARGO	342,277.70		267,030.15									
UNION	257,715.79		97,680.71									
COMERICA	246,553.77		246,236.95									
CHASE	247,622.51		100,000.00									
CD'S	103,301.36		354,408.63									
B OF A	250,000.00											
	1,447,471.13		1,065,356.44									

- Gross income down
- Loss this year in Net Income
- Membership (dues) doing well
- Tax return copy sent to all E-Board members

**HISTORIAN – Rich Fraenzimmer**

- No report
- Comments
  - Model yachting continues on Tuesday nights
  - Google page hours of operation incorrect

**SARGEANT AT ARMS – Bob Grundmeyer**

- No report

## **OFFICERS' REPORTS – continued**

### **CHAPLAIN – Ken Wilson**

- ❑ 62 deaths reported
  - ❑ Will post at GMM
- ❑ New Member Greeting Project
  - ❑ Calls being made
  - ❑ Added two questions
- ❑ Gene Anderson
  - ❑ In wheelchair at home
  - ❑ Assistance being provided

### **SERVICE OFFICER – Cory Vigil**

- ❑ No report

### **JUDGE ADVOCATE – Burt McChesney**

- ❑ No report

### **MEMBERS AT LARGE**

- ❑ No report

## **UNFINISHED BUSINESS**

- ❑ None

## **NEW BUSINESS**

- ❑ VEAFF fund raiser
  - ❑ A motion was made to authorize a VEAFF fund raising event for the fall
    - ❑ M/S/C: The motion to authorize a VEAFF fund raising event for the fall was carried
  - ❑ Plan to be made

## **GOOD OF THE LEGION**

- ❑ Parking rules
  - ❑ Guest cars parked in lot under member card
  - ❑ Still under discussion
- ❑ New Member Welcome
  - Need plan outline before proceeding

## **MOVED TO EXECUTIVE SESSION at approximately 1957 hours**

- ❑ COVID issue update

## **RETURNED FROM EXECUTIVE TO OPEN SESSION at approximately 2005 hours**

**ADJOURNED: Approximately 1930 hours.**



## **AL291 Donation Committee Report To the E-Board September 3, 2020**

Donation Committee Meeting held on 8/20 via zoom.

**Current Financial Results:** 6521 Unrestricted Service Officer expense plus 6517 VEAF Restricted expense totaled up YTD \$43,575.02

Current balance in the VEAF restricted account is \$61,858.75

### **Veterans Served in August:**

#### A. Items approved:

1. Jacobo (Army & USMC) Storage Fees for \$1023.00 VLI referred
2. Smith (Navy) \$1525.00 Rental Assistance. Family went on furlough from employment due to pandemic. Will start collecting unemployment.
3. Powell (USMC) referred by VOA for rental \$440.00 and \$89.92 public utility assistance.
4. Ching (Coast Guard) \$100 in gas cards for travel assistance as college re-opened. Student veteran.
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8. Berman (Army) Rental assistance for the amount of \$862.00. Unemployment starts in September.
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Total is \$5,902.27

- B. Good of the Order
- C. Adjourn



**Donation applications or Important Information:**

1. September 12<sup>th</sup>, 2020 the Team Red, White and Blue will be at the POST around 12:30pm to celebrate on the lawn. SAL will donate \$250 for meals and we can cover the rest. The food will be covered, and they will bring their own chairs. Cory Vigil requested OD for that day.

**Next meeting September 16, 2020, Zoom Meeting**