



AMERICAN LEGION NEWPORT HARBOR POST 291
215 15th Street, Newport Beach, CA 92663
GENERAL MEETING MINUTES
Via GoToWebinar
Wednesday, January 13, 2021

Review of webinar process and key user controls

Meeting called to order at approximately 1900 hours

Invocation: Chaplin Ken Wilson

Members Transferring to Post Everlasting

David Allan

David Balthazor

Chauncey Dalton

Leslie Gibson

Edward Jackowski

Harry West

Pledge of Allegiance: Commander Jon Reynolds

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 checked="" type="checkbox"/> Bob Brennen, 1 st Vice | <input checked="" type="checkbox"/> Bob Grundmeyer, Sgt-at-Arms | <input checked="" type="checkbox"/> Rich Whitlinger, M.a.L. |
| <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 type="checkbox"/> Cory Vigil, Ser. Off – exc. | <input type="checkbox"/> Nick Giordano, M.a.L. – exc. |
| <input checked="" type="checkbox"/> Doug Nye, Jr. Past Comm. | <input checked="" type="checkbox"/> Burt McChesney, Judge Adv. | <input checked="" type="checkbox"/> Eric Schroeder, M.a.L. |

Honored Guests: Dan Ferrari,

Reports from Legion Family Members & Other Guests:

Auxiliary – Dana Johnston, Executive Committee Member – Christmas toy delivery to Pendleton. Raffle tickets are going well. A See’s Candy promotion has started. Blood drive and raffle drawing are planned.

Reports from Legion Family Members - continued

SAL – Commander Tim Sullivan – Boat Parade was cancelled but several ticket holders turned their deposits into donations - \$6,200. Thirteen \$300 gift cards delivered. Membership renewals at 68%. Golf and fishing tournament event being planned.

American Legion Yacht Club – Bruce Batcheller, Commodore – Supplied an overview of ALYC activities including past and upcoming cruises, model sailing, racing events and youth sailing. Change of Watch (officer induction) will be done via webinar.

Honor Guard – Brian Fleming Jr., Commander – Three events planned for January. Still need additional team members.

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

A motion to approve the Minutes of the December 9 General Meeting.

M/S/C the motion to approve the Minutes of the December 9 General Meeting carried.

Correspondence:

Adjutant Berdine read two letter.

Richard L. Whitlinger
1102 Chama Court
Washington City, Utah 84780
Membership number: 200950997

December 23, 2020

Jon Reynolds
Commander

American Legion Post 291
215 15th Street
Newport Beach, Ca 92663

Please accept this letter as formal notice of my resignation from my position as Member at Large at American Legion Post 291. After 39 years we have sold our business and are retiring to our permanent home in Utah.

The effective date will be December 31, 2020.

Yours sincerely,

Richard L. Whitlinger
Signed 12.23.20

Correspondence - continued



AMERICAN LEGION POST 289

4151 BUCHANAN STREET
RIVERSIDE, CA. 92503

Dear Comrade,

It is with great pride that I write this THANK YOU letter. Post 289 has worked diligently to create a warm and friendly atmosphere at our Post. We have been faced with many obstacles that were unique and completely unexpected. The burglary presented as the final obstacle that would cause our Post the most harm and inability to achieve our goal. Instead, fellow American Legion Posts, members and organizations who saw our plight on the news, rose to the occasion and stretched out their hand in friendship and support.

There are few words that can express American Legion Post 289's thankfulness and appreciation for the financial and hands-on work that has been so graciously extended to this Post. In my lifetime, I can honestly say that I, as Commander of Post 289, have never witnessed the vastness and depth of the unselfishness and caring that this Post has been blessed with.

Your comradery has reminded me, as a Veteran, of why I love the American Legion and what it stands for. My strong belief in the American Legion Family has been strengthened and my commitment to what the American Legion stands for has been deeply renewed.

American Legion Post 289 thanks you and humbly, I thank you.

WE ARE FAMILY,

Michael "Irish Mike" Buchner
Commander/CEO
American Legion Post 289
4151 Buchanan, Riverside Ca., 92503
Bus. 951.520.8551
Cell. 714.322.8944
Email: Irish.i.win@gmail.com

Officer Reports:

Commander Jon Reynolds - Per projected presentation

Commander's Comments / Report			
• Appointment to E-Board:			
○ Member at Large	Brian Fleming, Jr.	—	Filling unexpired term
• Recent Activities			
○ Drive-thru Food Service Closed		Friday	1 January
○ Discussions with City on Audit			
• Videoconference with City Officials		Friday	18 December
• Letter from Community Development		Monday	21 December
• Contesting Audit by Post 291 Initiated		Thursday	24 December
• Letter to Community Development		Thursday	7 January
— Copies to City Council and City Manager			

Commander's Comments / Report (cont)

- **Actions Underway**
 - Compliance with new OSHA requirements for COVID-19 documentation
 - Discussions with City on Audit
 - Letter to Community Development Director Thursday 7 January
 - Videoconference with Community Development 21 January
- **Upcoming Events / Meetings**
 - Semiannual Scheduling Meeting 10:00 am Saturday 23 January
 - Next E-Board Meeting 6:30 pm Thursday 4 February
 - Next GMM 7:00 pm Wednesday 10 February

Commander's Comments / Report (cont)

- **Appointments — Election Voting Process Committee**
 - Jim Updike, Chair
 - Frank Reinhart
 - Bob Wine
 - Anthony Morales
 - Kevin Van Otterloo
 - Tommy Wheeler
 - Lynette Planto

Terms of Reference: The purpose and objectives of the Election Voting Process Committee are to assess the current voting process for the Post annual election of officers, and to make recommendations to the E-Board for any changes or modifications, if any, to the current process required by the Bylaws. If any changes or modifications are recommended, the deliverable by the Committee shall provide a full description of voting method recommended and how it will ensure the integrity of the voting process, including:

1. Method for verification of Post 291 Membership and eligibility to vote.
2. Procedures for distributing the ballot.
3. Procedures for maintaining security and secrecy of voter's ballot.
4. Method for receiving and safeguarding completed ballots.
5. Method for counting votes.
6. Method for conveying election results to Election Committee.

Commander's Comments / Report (cont)

- **On Going Post Operations — Rules**
 - Post 291 is closed — except for:
 - Administrative services at Front Office window
 - Drive-thru takeout food and beverage service
 - Marina
 - Post parking lot:
 - Takeout customers must pick up order and depart. — No "picnicing."
 - Parking available only for:
 - Employees on duty
 - Post Officers on official business
 - Marina slip renters
 - Drive-thru takeout food service available daily — and open to public
 - No in-person meetings may be held at the Post
 - All Post 291 Family meetings must be held by videoconference
 - Marina is open — wet slip and dry storage renters have access to vessels
 - Reopening Planning Committee continues to explore additional options
 - Support of military veterans needing assistance continues

Adjutant Mike Berdine – No report

Officer Reports – continued

1st Vice Commander Bob Brennen – Membership – No report.
Commander comment: Encouraged renewals

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

3rd Vice Commander Jim Updike

- Boys State
 - Will be a virtual event this year
 - January 26 dead-line for candidates
 - Several applications received

Jr. Past Commander Doug Nye – No report.

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

Post 291
Financial Statements
Membership and Business Summaries
For the Twelve Months Ended
December 31, 2020 & December 31, 2019

Combined Business & Membership Revenue & Expenditures			
	Current Year @ December 31st	Prior Year @ December 31st	Change
Business:			
Net of Revenue & Expenditures	(\$540,503)	(\$129,656)	(\$410,847)
Membership:			
Net of Revenue & Expenditures	60,355	(155,333)	\$215,688
Total Before Facility Fees	(480,148)	(284,989)	(\$195,159)
Facility Fees	393,745	483,705	(\$89,960)
Net of Revenue & Expenditures	(\$86,403)	\$198,716	(\$285,119)

Officer Reports – continued

Finance Officer Bob Wine – continued

Newport Harbor Post 291			
Condensed Cash Flow Projection for the Period 01/12 - 3/31/21			
	01/12-01/31	02/01-02/28	03/01-03/31
Cash Inflows-			
Membership fees	12,000.00	11,000.00	3,000.00
Marina rents	19,003.00	26,000.00	26,000.00
Curbside/Restaurant sales @ \$1000/day	20,000.00	28,000.00	31,000.00
Facility fees	38,740.00		-
Hut rent	3,600.00		
Total Cash Inflows	93,343.00	65,000.00	60,000.00
Cash Outflows-			
Food & bev. Cost (@ 50%)	10,000.00	14,000.00	15,500.00
Payroll (Includes P/R taxes & WC)	86,000.00	86,000.00	86,000.00
Insurance (Health, liab., Marina, D&O)	3,819.00	7,144.00	7,144.00
Covid-19 Cleaning		5,500.00	5,500.00
Repairs and maintenance	10,000.00	1,000.00	1,000.00
Telephone & utilities	3,100.00	3,100.00	3,100.00
Rent	-	11,500.00	11,500.00
All other expenses	5,748.00	5,927.00	5,994.00
Capital Expenditures			
Total Cash Outflows	118,667.00	134,171.00	135,738.00

- Projected monthly cash decrease
 - January = \$25,324
 - February = \$68,171
 - March = \$75,738
- PPP
 - Will apply for next round when it opens
- Discussion about the city audit

Historian Rich Frauentzimmer – No report

Sergeant at Arms Bob Grundmeyer – No report

Chaplin Ken Wilson –

- New member call program continuing
- Condolence cards sent

Service Officer Cory Vigil – Presented by Ken Wilson

- Last month's expenditures = \$5,857+
- Assistance cases for the last month
 - Nine people helped
 - Two or three homeless veterans moved to housing

Officer Reports – continued

Judge Advocate Burt McChesney – No report.

Members at Large – No report

Unfinished Business

No unfinished business.

New Members

Post 291 New Member Applicants

First	Last	War Era	Service
Gerard P	Berens	Vietnam	Air Force
Charles	DiBlosi	Korea	Marines
James E	Hahn	Vietnam	Navy
Charles D	Johnson	Vietnam	Air Force
Matthew J	Kuriluk	Vietnam	Army
Kerry	O'Halloran	Vietnam	Navy
Michael	Radigan	Persian Gulf	Marines
Steve A	Rotondo	1977-81	Air Force
Sung	Yi	Persian Gulf	Navy

- A motion to approve the above member applicants.
 - **M/S/C** the motion to approve the above member applicants carried.
- The Commander welcomed the new members

New Business

- No new business

Good of the Legion

- No comments

Chaplin Ken Wilson said the closing prayer.

The Meeting was adjourned at approximately 1930 hours.

Respectfully submitted,

Mike Berdine
Adjutant
Newport Harbor Post 291 of the American Legion

Draft - Yet to be Approved