



**AMERICAN LEGION NEWPORT HARBOR POST 291**  
**215 15<sup>th</sup> Street, Newport Beach, CA 92663**  
**GENERAL MEETING MINUTES**  
**Via GoToWebinar**  
**Wednesday, January 13, 2020**

Review of webinar process and key user controls

Meeting called to order at approximately 1900 hours

Invocation: Chaplin Ken Wilson



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 Fraenzimmer, Historian | <input checked="" type="checkbox"/> Robert Wright, M.a.L.      |
| <input checked="" type="checkbox"/> Bob Brennen, 1 <sup>st</sup> 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 <sup>nd</sup> Vice | <input checked="" type="checkbox"/> Ken Wilson, Chaplain        | <input checked="" type="checkbox"/> Wayne Zippi, M.a.L.        |
| <input checked="" type="checkbox"/> Jim Updike, 3 <sup>rd</sup> 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 letters.

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

December 23, 2020

Jon Reynolds  
Commander

American Legion Post 291  
215 15<sup>th</sup> 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](mailto: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

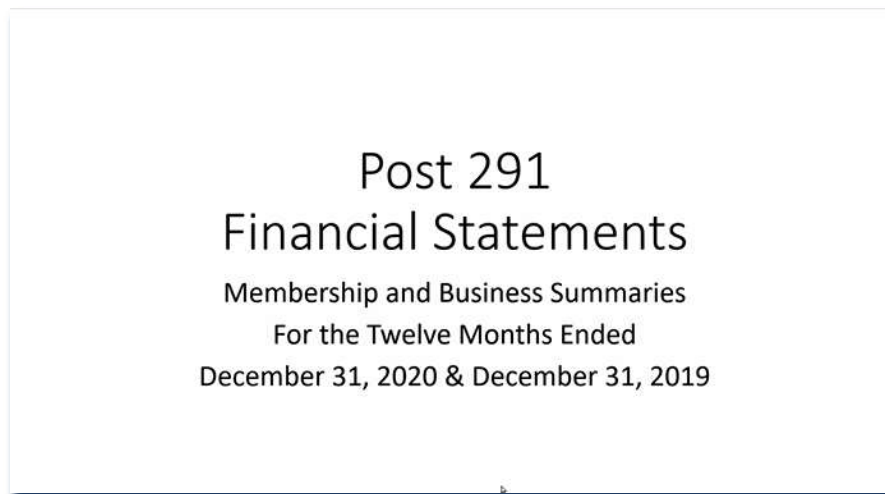
**2nd Vice Commander Anthony Morales** – is in-charge of fund raising and entertainment for the Post. – No report

**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.



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
<b>Cash Inflows-</b>			
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		
<b>Total Cash Inflows</b>	<b>93,343.00</b>	<b>65,000.00</b>	<b>60,000.00</b>
<b>Cash Outflows-</b>			
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			
<b>Total Cash Outflows</b>	<b>118,667.00</b>	<b>134,171.00</b>	<b>135,738.00</b>

- 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