



**AMERICAN LEGION NEWPORT HARBOR POST 291**  
**215 15<sup>th</sup> Street, Newport Beach, CA 92663**  
**GENERAL MEETING MINUTES**  
**Via GoToWebinar**  
**Wednesday, April 14, 2021**

Review of webinar process and key user controls

Meeting called to order at approximately 1900 hours

Invocation: Chaplin Ken Wilson

 <b>Passing Members</b> April 2021	
<b>FIRST NAME</b>	<b>LAST NAME</b>
Robert	Carpenter
George	Hancock
R.L.	Holter
John	Middleton
Ronald	Rumford
Tom	Tobin

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"/> Brian Fleming, Jr., 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 checked="" type="checkbox"/> Cory Vigil, Ser. Off        | <input checked="" type="checkbox"/> Nick Giordano, M.a.L.      |
| <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:** Bob Carolan, Harry Woods

**Harry Woods – Candidate for Area 5 Vice Commander**

- Self introduction

## Reports from Legion Family Members & Other Guests:

**Auxiliary** – Dana Johnston, Executive Committee Member – Overview of Auxiliary member benefits. April is Month of the Child. Troop shipping planned for May 15. Both the April E Board and GMM meetings are coming up soon. Completed Bags of Love preparation. May is Poppy Month

**SAL** – Commander Tim Sullivan – Current board is running unopposed. Reviewed upcoming golf and fishing tournament. Making initial plans for Flag Day.

**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.

**Honor Guard** – Brian Fleming Jr., Commander – Activity is building compared to last year. 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 March 10 General Meeting.

**M/S/C** the motion to approve the Minutes of the March 10 General Meeting carried.

## **Correspondence:**

Adjutant Berdine – No correspondence

## **Officer Reports:**

**Commander Jon Reynolds** - Per projected presentation

Commander's Comments / Report			
• Recent Activities			
o GMM [First Nominations]	Wednesday		10 March
o Pacific Daylight Time (PDT)	Sunday		14 March
o Orange County moved to Tier 2 (Red)	Sunday		14 March
o St. Patrick's Day	Wednesday		17 March
o Vietnam Veterans Day	Monday		29 March
o Orange County moved to Tier 3 (Orange)	Wednesday		31 March
o Easter	Sunday		4 April
o Election Voting Process for 2021 approved	Thursday		1 April
o Memorial Day Committee appointed	Monday		5 April

Commander's Comments / Report (cont)			
• Upcoming Events / Meetings			
o GMM [Second Nominations]	7:00 pm	Wednesday	14 April
o ALYC Sundowner Races	6:00 pm	Monday	3 May
o E-Board Meeting	6:30 pm	Thursday	6 May
o Mothers Day		Sunday	9 May
o GMM [Election]	1:45 pm	Wednesday	12 May
o Department Convention	[Virtual]	Friday	25 June
o National Convention	Phoenix, AZ	Friday	27 Aug
• Actions Underway			
o VEAF Campaign			
o Memorial Day Planning	[Monday 31 May]		
o Fourth of July Planning	[Sunday 4 July]		

### Department of California

- **Districts:** 30
- **Areas:** 6
- **Area 5**
  - District 21 Riverside County
  - District 22 San Diego County
  - District 25 San Bernardino County
  - District 29 Orange County ☑ Post 291
    - Posts: = 27
    - Members: ≈ 8,500
  - District 30 Imperial County
- **Area Vice Commander — of Department**
  - Elected for each Area each year
  - Districts vote at District Caucus prior to Department Convention
  - — Three candidates in 2021 for Area 5 Vice Commander
    - Jesse Saucedo District 25 San Bernardino County
    - Rudy Valadez District 21 Riverside County
    - Harry Woods District 22 San Diego County

### Blueprint for a Safer Economy

Activity and Business Tiers  
April 2, 2021

SECTORS	Tier 1 Widespread (Case Rate >7 and Test Positivity >8%) CR >10	Tier 2 Moderate (Case Rate 4-7 and Test Positivity 4-8%) CR 4-10	Tier 3 Moderate (Case Rate 1-3.9 and Test Positivity 2-4.9%) CR 1-3.9	Tier 4 Minimal (Case Rate <1 and Test Positivity <2%) CR <1
Post 2 million doses administered in first Healthy Places Index quartile	CR >10	CR 4-10	CR 1-3.9	CR <1
Post 4 million doses administered in first Healthy Places Index quartile	CR >10	CR 4-10	CR 2-5.9	CR <2
Critical Infrastructure	Open with modifications	Open with modifications	Open with modifications	Open with modifications
Gatherings * - Social, informal gatherings - No defined guest list required - No testing or vaccination required	Current: Outdoor gatherings only with modifications • Max 3 households  Effective April 15, 2021 Outdoor only • Max 3 households	Current: Indoor gatherings strongly discouraged, allowed with modifications • Max 3 households  Effective April 15, 2021 Outdoor • Max 25 people  Indoor • Indoor gatherings strongly discouraged, allowed with modifications (no food/drink except when following the standards in the guidance)	Current: Indoor gatherings strongly discouraged, allowed with modifications • Max 3 households  Effective April 15, 2021 Outdoor • Max 50 people  Indoor • Indoor gatherings strongly discouraged, allowed with modifications (no food/drink except when following the standards in the guidance)	Current: Indoor gatherings strongly discouraged, allowed with modifications • Max 3 households  Effective April 15, 2021 Outdoor • Max 100 people  Indoor • Indoor gatherings strongly discouraged, allowed with modifications (no food/drink except when following the standards in the guidance)

### Current Post Operations

- **Post 291 is operating in compliance with official direction**
  - Blueprint for a Safer Economy, dated Friday 2 April 2021 — Tier 3 (Orange)
  - California Department of Public Health (CDPH)  
[www.cdph.ca.gov](http://www.cdph.ca.gov) ☑ COVID-19 - Blueprint for a Safer Economy ☑ Activity and Business Tiers
- **Post 291 is partially open:**
  - Administrative services at Front Office window during business hours
  - Drive-thru takeout food and beverage service daily — also open to public
  - Outdoor patio dining for Post 291 Family members and guests
  - Inside dining for Post 291 Family members and guests — 50 % capacity
  - Marina is open — wet slip and dry storage renters have access to vessels
  - — See Daily Menu for hours
- **Kitchen open hours and food availability expanded:**
  - Monday through Friday 11:30 am to 6:30 pm
  - Saturday 11:30 am to 5:00 pm
  - Sunday 10:00 am to 5:00 pm

### Current Post Operations (cont)

- **Bar and Post opening hours expanded**
  - Monday through Friday 10:30 am to 9:00 pm
  - Saturday 10:00 am to 9:00 pm
  - Sunday 9:00 am to 8:00 pm
- **No in-person Post 291 Family meetings may be held**
- **All Post 291 Family meetings must be by videoconference**
- **Videoconferencing (Webinars) will continue indefinitely as primary method for holding Post Family meetings**
- **Reopening Planning Committee exploring further options**
- **Support of military veterans needing assistance continues**

### Rules — Dining

- **Alcoholic drinks may now be ordered and served without a meal — and refills permitted**
- **Masks must be worn to enter — 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 are set up and are purposely spaced at required distances**
- **No more than two tables may be adjoined — with no more than ten people — for family group dining**
- **Tables are cleaned after each set of users has departed**

### Health and Safety Practices Required

- **Health and safety of Post 291 Family and Post employees are the most important priority in reopening and operating the Post**
- **Coronavirus (COVID-19) is still an omnipresent threat**
- **Essential to be considerate of fellow Post Family members and Post employees and their health and safety**
- **Face coverings must continue to be worn**
- **Social distancing must be continued**
- **Frequent hand washing and use of hand sanitizers is imperative**
- **Official direction, rules, and regulations must be followed**
- **Vaccinations available at VA Long Beach for veterans**
  - Enroll / Sign Up at: <https://www.va.gov/health-care/covid-19-vaccine/>
- **Vaccinations in Orange County being scheduled by Othena**
  - Enroll / Sign Up at: <https://othena.com>
  - Enroll / Sign Up at: <https://occcovid19.ocalthinfo.com/covid-19-vaccine-distribution-channels>
- **— Expect current operating mode to continue through May or June**

- The Commander recognized Joe Zelanay for the vehicle donation he made to a veteran in need.

**Officer Reports** – continued

**Adjutant Mike Berdine** – No Adjutant report

Comment: My Legion

- Updated by AL National
- Some start-up problems
- Tutorial

**1<sup>st</sup> Vice Commander Bob Brennen** – Membership – No report.

Commander comment: Membership Summary

<b>Post 291 Membership Summary</b>	
<b>End of March 2021</b>	
• <b>Membership — Sunday 28 February 2021</b>	<b>3,653</b>
○ <b>Plus (During February 2021):</b>	
• Member Renewals for February	66
• New Members	18
• Transfers In	Unknown
• <b>TOTAL ACCESSIONS during February</b>	<b>84</b>
○ <b>Minus (During February 2021):</b>	
• Member Deaths	15
• Transfers Out	13
• <b>TOTAL ATTRITIONS during February</b>	<b>28</b>
• <b>Membership — Wednesday 31 March 2021</b>	<b>3,709</b>
• <b>Membership Goal for 2021:</b>	<b>3,991</b>

Commander comment: Membership Summary

**Card for Insertion with Food Deliveries**



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

**Officer Reports** – continued

**3<sup>rd</sup> Vice Commander Jim Urdike**

- Attended online Boys State orientation
  - This year all online
- Voting Process Committee
  - Allow both in-person and online voting
  - Announcements going out to all members

**Jr. Past Commander Doug Nye** – No report.

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

Newport Harbor Post 291			
Condensed Business & Membership Revenue & Expenditures			
01/01/-03/31/21 and 01/01/-03/31/20			
	Current Year Thru March 31st	Prior Year Thru March 31st	Change
<b>Business:</b>			
Revenue	\$ 320,698.00	\$ 432,944.00	\$ (112,246.00)
Expenditures	447,984.00	538,822.00	\$ (90,838.00)
<b>Net of Revenue and Expenditures</b>	<b>(127,286.00)</b>	<b>(105,878.00)</b>	<b>\$ (21,408.00)</b>
<b>Membership:</b>			
Revenue	80,857.00	120,064.00	\$ (39,207.00)
Expenditures	90,544.00	115,967.00	\$ (25,423.00)
<b>Net of Revenue and Expenditures</b>	<b>(9,687.00)</b>	<b>4,097.00</b>	<b>\$ (13,784.00)</b>
<b>Combined Totals Before Facility Fees</b>	<b>(136,973.00)</b>	<b>(101,781.00)</b>	<b>\$ (35,192.00)</b>
<b>Facility Fees</b>	<b>42,640.00</b>	<b>56,550.00</b>	<b>\$ (13,910.00)</b>
<b>Combined Net of Revenue &amp; Expenditures</b>	<b>(94,333.00)</b>	<b>(45,231.00)</b>	<b>\$ (49,102.00)</b>

Newport Harbor Post 291			
Condensed Cash Flow Projection for the Period 04/07 - 06/30/21			
	04/07 - 04/30	05/01 - 05/31	06/01 - 06/30
<b>Cash Inflows-</b>			
Membership fees	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00
Marina rents	25,802.78	26,000.00	26,000.00
Curbside/Restaurant sales @ \$3000/day	72,000.00	93,000.00	90,000.00
Facility fees	21,580.00		
<b>Total Cash Inflows</b>	<b>125,382.78</b>	<b>122,000.00</b>	<b>119,000.00</b>
<b>Cash Outflows-</b>			
Food & bev. Cost (@ 50%)	36,000.00	46,500.00	45,000.00
Payroll (Includes P/R taxes & WC)	85,000.00	80,000.00	80,000.00
Insurance (Health, liab., Marina, D&O)	1,829.00	6,944.00	15,289.25
Covid-19 Cleaning	4,000.00	4,000.00	4,000.00
Repairs and maintenance	11,000.00	1,000.00	1,000.00
Telephone & utilities	3,375.00	3,375.00	3,375.00
Rent	-	11,500.00	11,500.00
All other expenses	5,512.80	7,383.20	7,316.00
<b>Total Cash Outflows</b>	<b>146,716.80</b>	<b>160,702.20</b>	<b>167,480.25</b>
<b>Monthly Cash Increase (Decrease)</b>	<b>\$ (21,334.02)</b>	<b>\$ (38,702.20)</b>	<b>\$ (48,480.25)</b>

**Officer Reports** – continued

**Finance Officer Bob Wine** - continued

- PPP
  - First loan – Waiting for forgiveness approval
  - Second loan – Under review
    - Just a matter time for approval

**Historian Rich Frauenzimmer** – No report

**Sergeant at Arms Bob Grundmeyer** – No report

**Chaplin Ken Wilson** –

- Condolence cards sent
- Has signed up for Mental Health response training

**Continued Next Page**

**Officer Reports** – continued

**Service Officer Cory Vigil** – Presented by Ken Wilson

**Current Financial Results:** 6517 VEAF Restricted expenses is \$16,152.30 for the year 2021.

Current balance in the VEAF restricted account is \$97,494.35

**Veterans Served in February:**

A. Items approved or rejected:

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1. Smith, **ARMY veteran**, requested rental assistance for \$1,000.00. POST 291 active member. Unemployed at the moment and on standby. Fixed income.
2. Ramirez, **ARMY veteran**, requested rental assistance for \$1000.00. Tested positive for COVID and missed 3 weeks of work. FMLA didn't cover. Referral from the Tustin Family Resource Center.
3. McCloskey, **NAVY veteran**, requested motel voucher for a week in the amount of \$423.59. Enrolled in the EHA program with Volunteers of America. Referred by the Santa Ana VA.
4. Campa, **USMC veteran**, requested rental assistance for \$1000.00 and \$100.00 in Walmart cards. Veteran just graduated from Trinity Law School. Studying for bar exam and looking for employment.
5. Tabba, **USMC veteran**, requested rental assistance for the amount of \$1000.00. Student veteran referred by Coastline Community College in Newport Beach.
6. Veteran, **USMC veteran**, requested gift card for food (\$100.00) as veteran has cancer and is on special diet. Referred by Hoag hospital and linked with caretaker.
7. Cunningham, **USMC veteran**, requested motel voucher for the amount of \$. Referred by the VA Long Beach as veteran was homeless. Orientation is February 24<sup>th</sup> for huc vash-voucher.
8. Weidenbach, **NAVY veteran**, requested rental assistance for the amount of \$1,725.00. Referred by the Tierney Center as family didn't qualify for the ER Program.

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Total is **\$6,866.28**

**Donation applications or Important Information:**

- Life Aid Las Vegas Retreat - On Thursday, Feb.18, 2021 catered lunch and dinner for 60 Veterans at Post 40 in Henderson, NV. Used unrestricted funds for this. \$600.00

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**Judge Advocate Burt McChesney** – No report.

**Members at Large** – No report

**Unfinished Business**

No unfinished business.



## New Members



**New Members**  
March

First	Last	Era	Service
Gretchen	Cranford	Persian Gulf	Navy
James P	Cronn	Lebanon/Grenada	Marines
Matthew	DeWeese	Persian Gulf	Marines
Robert J	Endresen	Persian Gulf	Army
Javier G	Garcia	Persian Gulf	Navy
Gregory L	Gillis	Persian Gulf	Navy
Jeffrey G	Jensen	Vietnam	Navy
Tom	Kennedy	Open	Navy
Craig J	Parrish	Vietnam	Army
Richard	Perez	Persian Gulf	Navy



**New Members**  
March

First	Last	Era	Service
Roy	McQuaig	Persian Gulf	Marines
Michael	Miller	Vietnam	Army
Michael P	O'Brien	Korea	Air Force
Larry W	Osborne	Vietnam	Navy
James D	Salio	Open	Army
Mick	Sharp	Persian Gulf	Army
Byron K	Walton	Lebanon	Marines
Glenn A	Warrington	Open	Marines
Norman C	Whitfield	Korea	Navy
Richard	Winans	Vietnam	Navy
Roger	Woolums	Vietnam	Army

- 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

- Nominations for 2021-2022 Command Year

**Nominations of Post Officers**

- **Structure**
  - Videoconference
  - Nominations at two successive GMMs — March and April
- **Process**
  - “Raise Hand” to be recognized by Chair
  - Nominations will focus on only one Position at a time
  - Nominations do not require a Second (Robert’s Rules)
  - Nominee must verbally acknowledge acceptance (Post Policy)
- **Sequence of Elected Officer Positions for Nominations**
  - Commander
  - First Vice Commander
  - Second Vice Commander
  - Third Vice Commander
  - Finance Officer
  - Historian
  - Sergeant at Arms
  - Chaplain
  - Member at Large

## **New Business**

- Nominations for 2021-2022 Command Year Commander

- Evin Planto - Accepted
- Mike Berdine - Accepted
- Jon Reynolds - Declined

### First Vice Commander

- Brian Fleming, Jr. - Accepted
- Burt McChesney - Accepted

### Second Vice Commander

- Anthony Morales - Accepted

### Third Vice Commander

- Dave Zamudio – Accepted

### Finance Officer

- Bob Wine - Accepted

### Historian

- Rich Fraenzimmer - Accepted

### Sargeant at Arms

- Michael Mailman – Accepted
- Bob Grundmeyer - Accepted

### Chaplain

- Ken Wilson - Accepted

### Member at Large

- Kevin Van Otterloo – Accepted
- Dennis De Rosia – Accepted

## **Good of the Legion**

- No comments

**Chaplin Ken Wilson** said the closing prayer.

The Meeting was adjourned at approximately 1940 hours.

Respectfully submitted,

Mike Berdine

Adjutant

Newport Harbor Post 291 of the American Legion