



AMERICAN LEGION NEWPORT HARBOR POST 291
EXECUTIVE BOARD MINUTES
THURSDAY, JUNE 3, 2021

CALL TO ORDER: Appx. 1835 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 checked="" type="checkbox"/> Brian Fleming Jr., M.a.L.
<input checked="" type="checkbox"/> Bob Brennen, 1 st 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 nd Vice	<input type="checkbox"/> Bob Grundmeyer, Sgt-at-Arms	<input checked="" type="checkbox"/> Kevin Van Otterloo, M.a.L.
<input checked="" type="checkbox"/> Cindy Baker, 3 rd 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 checked="" type="checkbox"/> Eric Schroeder, M.a.L.
<input checked="" type="checkbox"/> Mike Berdine, Adjutant	<input checked="" type="checkbox"/> Rich Frauentzimmer, Historian	<input type="checkbox"/> Nick Giordano, M.a.L.

Excused: Bob Grundmeyer, Nick Giordano

INTRODUCTION OF GUESTS & GUEST COMMENTS: Evin Planto, Paul Breithauet

Affiliates and Programs Reports:

- ☐ Auxiliary Unit 291 – 2nd Vice President Dana Johnston – Review of activities and donations over the last year. Troop shipping, garage sale to fund baby shower coming up. Renewal season starting in July. Will prepare and distribute sand toys on July 4.
- ☐ SAL Squadron 291 – Vice Commander Jeff Gottfredson – Review of recent golf tournament – raised about \$40,000. 1,526 current members. Preparing for the Department Convention, Flag Day and 9/11.
- ☐ ALYC – Commodore Bruce Batcheller – Membership renewal = 825 Bank balance = \$177,000. Overview of activities.
- ☐ Honor Guard – Commander Brian Fleming Jr. – May events down from previous month. Two new members added.

Minutes Approval

- ☐ All Board members received copies of the May 6, 2021 Executive Board Minutes
 - ☐ The Commander asked for a motion to approve the May 6, 2021 Executive Board Minutes
 - ☐ M/S/C: The motion to approve the May 6, 2021 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

Tablesider ordering

- As of May 3
- Plated target June 15
 - More labor required

Returned to fixed menu

- May test daily specials

Patio and indoor activities

- Gatherings

Marina

- Main gangway
- Finger repair

- Finance Committee – Bob Wine
 - Met May 19
 - Followed routine agenda
 - Reviewed Post and SAL financial statements
 - Changed description for VEAF account

Committee Reports - continued

- Audit Committee – Mike Berdine for Sverre Thomasson
- Proposed firm for 2021 audit and 2020 tax filing

ACCEPT PROPOSAL FROM EGAN AND EGAN, CPA'S TO PREPARE OUR 2020 FYE AUDITED FINANCIAL STATEMENT AND OUR 2020 TAX RETURN.

COST:

2020 FYE Audited Financial Statement: \$7,000

2020 Tax Return Preparation and Filing: \$2,000

Total: \$9,000

Note: This amount is unchanged from 2019

EGAN AND EGAN IS THE INCUMBENT CPA FIRM

IN DECEMBER, 2019 WE DID INTERVIEW TWO OTHER FIRMS:

WHITE, NELSON, DIEHL EVANS - \$15,600

MARCUM - \$50,000 - \$56,000

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Committee Reports - continued

- ❑ Donations Committee – Cory Vigil

AL291 Donation Committee Report To the E-Board June 3, 2021

Current Financial Results: 6517 VEAFF Restricted expenses is \$36,722.42 for the year 2021.

Current balance in the VEAFF restricted account is \$126,026.00

Veterans Served in May:

A. Items approved or rejected:

1. Ybarra, **ARMY veteran**, requested motel voucher for \$469.16. Referred by Santa Ana VA and linked to Hud-Vash Program. \$100 in TJ Maxx gift cards.
2. Cerda, **ARMY Spouse**, requested rental assistance for \$1350.00. Referred by the Child Guidance Center.
3. D. Naranjo, **ARMY veteran**, requested past due vehicle payment for \$1,122.56. Referred by the Tierney Center. Referred to Abrazar for financial counseling.
4. Manuel, **USMC veteran**, requested public utility assistance for \$1,342.46. Referred by USS Iowa Battleship Resources.
5. J. Naranjo, **USMC veteran**, requested assistance with motel voucher for \$515.95. Referred by Tierney Center and Santa Ana VA.
6. Gonzalez, **AIR FORCE veteran**, requested assistance with rolling backpack for disability. \$140.08. Referred by Human Options.
7. Cajudo, **USMC veteran**, requested motel voucher for \$520.54, Referred by the Tierney Center and Santa ana VA.
8. Oliver, **ARMY veteran**, requested assistance with auto repair for \$500.00. Referred by Santa Ana VA.
9. Long, **NAVY veteran**, requested motel voucher for \$700.00. Referred by Service Officer Robert McClish and Santa Ana VA.

Total is \$6,819.65

4 veterans referred to Veteran Service Office.
4 homeless veterans were assisted and linked to VA housing.
2 veterans linked to legal services with Veteran's Legal Institute.
6 veterans referred for employment services.

Donation applications or Important Information:

\$1800.00 for the Field of Honor event. Voted at the May E-Board Meeting.
\$1200.00 scholarship for veteran family/daughter accepted into Tennessee University
Service Officer unrestricted account.

- ❑ Fourth of July Committee – Mike Berdine
 - ❑ Regular meetings are held
 - ❑ All tasks on plan
- ❑ Constitution and Bylaws Committee – Mike Berdine
 - ❑ First reading done last GMM
 - ❑ Second reading to be done this coming meeting
 - ❑ Comments relating to delaying GMM vote

Commander Comments/Announcements

Commander's Comments / Report

• Recent Activities

- GMM [Election] 1:45 pm Wednesday 12 May
- Armed Forces Day Saturday 15 May
- Troop Shipping — Auxiliary 10:00 am Saturday 15 May
- Hootenanny Restarted at Post 12:00 noon Tuesday 25 May
- Fins and Fairways — SAL 8:00 am Friday 28 May
- Drive-thru takeout food discontinued Monday 31 May
- Memorial Day Ceremony 10:30 am Monday 31 May

Commander's Comments / Report (cont)

• Upcoming Events / Meetings

- E-Board Meeting [Onsite] 6:30 pm Thursday 3 June
- GMM [Onsite] 7:00 pm Wednesday 9 June
- Installation of Officers [Onsite] 4:00 pm Sunday 13 June
- Flag Day Monday 14 June
- E-Board Meeting [Onsite] 6:30 pm Thursday 1 July
- Independence Day Sunday 4 July

- Department Convention [Videoconference] Friday 25 June
- District 29 Caucus 8:00 am Sunday 22 June
- National Convention Phoenix, AZ Friday 27 Aug

Current Post Operations

- Governing Direction:
 - Blueprint for a Safer Economy — Activities and Businesses
 - www.cdph.ca.gov
 - Orange County in Tier 4 (Yellow) — Wednesday 19 May
- Post 291 is mostly open
 - Administrative services at Front Office window
 - Drive-thru takeout food and beverage service — also open to public — discontinued
 - Outdoor patio dining for Post 291 Family members and guests
 - Inside dining for Post 291 Family members and guests — up to 50 percent capacity
 - Outdoor gatherings of no more than 100 people
 - Marina is open — wet slip and dry storage renters have full access to their vessels
- Reopening Planning Committee continues to explore further options
- Continuing support of military veterans needing assistance
- COVID-19 still here
 - Primarily a respiratory illness
 - Transmitted among humans mostly by airborne particles and aerosols expressed from the lungs, mouth, and nose of infected individuals
 - Continuation of health and safety protocols is essential
 - Appropriate facemask usage
 - Social Distancing
 - Ventilation
 - Sanitation of shared surfaces and equipment

Commander Comments/Announcements – continued

Expanded Reopening of Post Tier 4 (Yellow) Wednesday 19 May			
• Outdoor Events			
○ Gatherings	[100 people or less]	Wednesday	19 May
○ Music			
• Hootenanny		Tuesday	25 May
• Bands — West Patio			
○ Saturday Afternoons — with Dancing		Saturday	19 June
○ Thursday Evenings — Jazz Nights		Thursday	24 June
○ Burn Your Own		TBD	
• Indoor Events			
○ Line Dancing		Tuesday	1 June
○ Post Family Organizational Meetings		Thursday	3 June
○ Banquets and Hall Rentals		Tuesday	15 June
○ Popular Music (Tuesday Evenings)		Tuesday	22 June
○ Dinner Dance (Dinner Music)		Friday	25 June
• Health and Safety Protocols			
○ Facemasks		— Continuing; modified	
○ Social Distancing		— Continuing	
○ Ventilation		— Continuing	
○ Sanitation of shared surfaces and equipment		— Continuing	

OFFICERS' REPORTS

ADJUTANT – Mike Berdine

- No report

1ST VICE COMMANDER – Bob Brennen– Membership

- No report
- The Commander presented a Membership Summary
- National extended free renewal offer
- Still gathering information

Post 291 Membership Summary End of May 2021			
• Membership — Friday 30 April 2021			3,748
○ Plus (During May 2021):			
• Member Renewals for 2021	13		
• New Members	20		
• Transfers In	Unknown		
• TOTAL ACCESSIONS during May		33	
○ Minus (During May 2021):			
• Member Deaths	8		
• Transfers Out	Unknown		
• TOTAL ATTRITIONS during May		8	
• Membership — Monday 31 May 2021			3,773
• Membership Goal for 2021:			3,991

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

- Many band inquiries

3RD VICE COMMANDER – Cindy Baker

- Boys State update

JR. PAST COMMANDER – Doug Nye

- No report

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FINANCE OFFICER – Bob Wine

- ❑ Cash flow projection

Newport Harbor Post 291			
Cash Flow Projection for the Period 06/01 - 08/31/2021			
	6/1 - 6/30	7/1 - 7/31	8/1 - 8/31
Cash: Beginning*	\$ 1,496,273.00	\$ 1,501,698.65	\$ 1,574,081.96
Add: Cash Inflows			
Membership Fees	6,000.00	60,000.00	60,000.00
Marina Rents	28,638.00	26,000.00	26,000.00
Curbside/Restaurant Sales @ \$4000/day	120,000.00	124,000.00	124,000.00
Hall Rentals	2,813.00	3,225.00	4,125.00
Banquet Food	16,143.00	19,837.00	16,152.00
Facility Fees	-	60,000.00	
Total Cash Inflows	173,594.00	293,062.00	230,277.00
Deduct: Cash Outflows			
Food & Beverage Cost @ 45%	61,264.35	64,726.65	63,068.40
Payroll**	80,000.00	120,000.00	80,000.00
Health Insurance	5,115.00	5,115.00	5,115.00
Liability Insurance	-		8,345.00
Marina Insurance	1,829.00	1,829.00	1,829.00
D&O Insurance		2,500.00	
Covid 19 Cleaning	4,000.00	2,000.00	
Repairs & Maintenance	4,000.00	1,000.00	1,000.00
Telephone	820.00	675.00	675.00
Utilities	2,700.00	2,700.00	2,700.00
Rent		11,500.00	11,500.00
Credit Card	2,500.00	2,500.00	2,500.00
Credit Card Fees	3,140.00	3,333.04	3,229.86
Misc	1,400.00	1,400.00	1,400.00
Mileage	1,400.00	1,400.00	1,400.00
Total Cash Outflows	168,168.35	220,678.69	182,762.26
Cash: Ending	\$ 1,501,698.65	\$ 1,574,081.96	\$ 1,621,596.70
Monthly Increase (Decrease)	\$ 5,425.65	\$ 72,383.31	\$ 47,514.74
* Doesn't include VEAF fund			
** Includes P&R taxes & WC			

- ❑ Directors and officers insurance application
 - ❑ Need to disclose any potential claims

OFFICERS' REPORTS - continued

- ❑ **FINANCE OFFICER – Bob Wine**
- ❑ Profit and Loss

AL 291 BUSINESS P&L BY CLASS										6/1/2021		
YTD 2021		ADMIN	BAR	RESTAUR	BANQUET	TOT REST BANQ	HALL	CUSTODIAL	MARINA	TOTAL	PYC	DIFF
TOT INC		3,600	76,161	390,808	809	391,616	850		137,303	609,530	658,512	-48,982
COGS			73,172	387,731	57,932	445,663				518,835	578,260	-59,425
GP		3,600	2,989	3,077	-57,123	-54,046	850		137,303	90,695	80,252	10,443
GP %			4%	1%	-7064%	-14%				15%	12%	
EXPENSES		49,465	26,948	49,223	3,529	52,752	25,615	35,973	75,008	265,761	308,383	-42,622
NET ORD INCOME		-45,865	-23,959	-46,146	-60,652	-106,798	-24,765	-35,973	62,294	-175,066	-228,131	53,064
OTHER INC		4,464		489		489				4,953	18,417	-13,464
FAC FEE		71,240								71,240	60,775	10,465
PPP		254,100								254,100		254,100
OTHER EX											0	
NET INCOME		283,939	-23,959	-45,657	-60,652	-106,309	-24,765	-35,973	62,294	155,227	-148,939	304,165
BANK BALANCES:												
			PYC									
WELLS FARGO		191,038.68	353,230.78									
UNION		223,291.97	264,258.42									
COMERICA		246,725.93	246,512.68									
CHASE		249,652.63	183,739.97									
CD'S		1.26	360,928.49									
B OF A		250,017.00										
FARMERS		250,109.97										
CITY		210,000.00										
		1,620,837.44	1,408,670.34									

HISTORIAN – Richard Frauenzimmer

- ❑ Comments about Legion bureaucracy
- ❑ Difficulty

SERGEANT AT ARMS – Bob Grundmeyer

- ❑ Excused – No report

CHAPLAIN – Ken Wilson

- ❑ Next phase of Buddy Calls planned
- ❑ WWII, Korean War and Vietnam veterans to be contacted

SERVICE OFFICER – Cory Vigil

- ❑ No report

JUDGE ADVOCATE – Burt McChesney

- ❑ No report

OFFICERS' REPORTS - continued

MEMBERS AT LARGE

- ❑ No report

UNFINISHED BUSINESS

- ❑ No unfinished business

NEW BUSINESS

- ❑ Auditor of 2020 calendar year
 - ❑ A motion was made to approve Egan and Egan as the auditor as recommended by the Audit Committee.
 - ❑ M/S/C: The motion to approve Egan and Egan as the auditor as recommended by the Audit Committee carried.
- ❑ Delegates and alternates – Department Convention
 - ❑ A motion was made to approve the suggested list of delegates and alternates per the list sent to all Executive Committee members
 - ❑ Discussion
 - ❑ Review of Department election process
 - ❑ M/S/C: The motion to approve the suggested list of delegates and alternates carried.
- ❑ A motion was made to approve the 2021-2022 Sons of the American Legion officers as presented
 - ❑ M/S/C: The motion to approve the 2021-2022 Sons of the American Legion officers as presented carried.



2021-2022 Election Results Post 291 Sons of the American Legion

- ❖ Commander Tim Sullivan
- ❖ 1st Vice Commander Jeff Gottfredson
- ❖ 2nd Vice Commander Art Jimenez
- ❖ Adjutant Don Allen
- ❖ Finance Officer Todd Clucas
- ❖ Chaplain Jeff White
- ❖ Donation Committee Chairman John Long
- ❖ Judge Advocate and Historian Rene Alvarez
- ❖ Sgt. at Arms Brad Semonell

- ❑ A motion was made to approve the Installation Budget of \$3,000
 - ❑ M/S/C: The motion to approve the Installation Budget of \$3,000 carried
- ❑ A motion was made to approve the Fathers Day meal expense for in the amount of \$600 five single father veteran families
 - ❑ M/S/C: The motion to approve the Fathers Day meal expense for in the amount of \$600 five single father veteran families carried
- ❑ A motion was made to have a current Department Officer perform the 2021-2022 Post 291 Installation per the 2021 Officers Guide.
 - ❑ Discussion
 - ❑ Chair declared the motion out of order
 - ❑ Different views discussed
 - ❑ M/S/C: The motion made to have a current Department Officer perform the 2021-2022 Post 291 Installation per the 2021 Officers Guide carried on the division of the assembly.
- ❑ A motion was made to invite Department Judge Advocate Chris Yates to perform the 2021-2022 Post 291 Installation.
 - ❑ M/S/C: The motion made to invite Department Judge Advocate Chris Yates to perform the 2021-2022 Post 291 Installation carried.

NEW BUSINESS

- ☐ A motion was made to postpone the vote to update the bylaws.
- ☐ No second was made
- ☐ M/S/F:

GOOD OF THE LEGION

- ☐ None

ADJOURNED: Approximately 2040 hours.

Delegate list (full list circulated to members via email)

Fname	Lname
Robert	Acosta
Dan	Adams
Stephen	Alfano
Andrew	Anaya
Vladimir	Anderson
Justin	Anderson
Martin	Auslander
Mark	Ayers
William	Badenoch
Cindy	Baker
George	Barfield
Shane	Barrows
Bruce	Batcheller
David	Bates
Leif	Beiley
Mickey	Bennett
Michael	Berdine
Bryn	Berge
Nicholas	Beye
Robert	Brennan
Dan	Brewton
Paul	Buehler
Jack	Buffa
Scott	Callahan
Robert	Carolan
William	Carter
Graham	Casey
Barbara	Chammas
Keith	Collins
Marshall	Colt
Joseph	Constantino
Mark	Cooper
Christophe	Corn
Dennis	Dahlman
Reginald	Daley
Robert	DeBussey
Dennis	DeRosia
Steven	Dethlefsen
William	Dickie
Jim	Digrado
John	Donahue
Robert	Duff
George	Ellis
William	Ellis
Richard	Esposito
John	Etheridge

Fname	Lname
Brent	Evans
Robert	Everett
Dan	Ferrari
Brian	Fleming Jr
Richard	Frauenzimmer
Walter	Friedman
John	Gaido
Gus	Ganotis
Jesse	Garcia
David	Garrett
Nick	Giordano
Roger	Glazer
Eugene	Goda
Milton	Grannatt
Doug	Green
Thomas	Grimes
Richard	Grogan
Robert	Grundmeyer
Alan	Gussin
Timothy	Hagan
Jack	Haller
Barbara	Hallett
Gary	Halliburton
Dennis	Halloran
Timothy	Hollar
Jon	Howell
Michael	Huhndorf
Norman	Jetton
Tom	Jones
Lynn	Jordon
George	Kopylow
Truman	Legg
Patricia	Lemieux
Gerald	Lester
Frank	Leysen
Stuart	Liggan
John	Lindgren
John	Lindseth
John	Loarie
Brock	Lorber
Philip	Lowry
Mike	Mailman
John	Manly
Robert	Manna
Burt	McChesney
Kelso	McClure

Fname	Lname
Daniel	McIntyre
Steven	McLaughlin
Chester	McMillion
Hal	McNaughton
Robert	Mechikoff
Steven	Medland
Tony	Melum
Eugene	(Ge) Micco
Richard	Migala
James	Miller
Darryl	Miller
Anthony	Morales
Jim	Moss
Douglas	Nye
Robert	Ouellette
Evin	Planto
Steven	Powers
Rich	Puccini
Don	Putzig
Paul	Rader
Robert	Ramirez
Steve	Randall
Connie	Rapp
Michael	Reling
Jim	Renaghan
Jon	Reynolds
Jon	Reynolds Jr
Richard	Riccardi
David	Robbins
Larry	Robertson
Bob	Rogers
Kent	Rogers
Martin	Romero
Nick	Saifan
Gordon	Schmitt
Eric	Schroeder
Robert	Shackleton
George	Shinrock
Lewis	Shradler
Craig	Smith
Dennis	Solomon
Harry	Stahl
Rick	Sundell
Albin	Swanson
Christophe	Taylor
Sverre	Thomassen

Fname	Lname
Michael	Thornton
Erik	Thorsen
Rich	Tonti
Irwin	Trester
Carl	Ulrich
Kevin	Van Otterloo
Charlie	Vandervort
Robert	Vaughan
Richard	Vaughn
Manju	Vig
Cory	Vigil
Ric	Webb
Tommy	Wheeler
Sylvia	Wheeler
Scott	Whiteman
Walter	Whitman
Carmen	Williams
Ken	Wilson
Bob	Wine
William	Wood
Robert	Wright
Al	Yarrington
Sung	Yi
Dave	Zamudio
Joseph	Zelenay
Wayne	Zippi