



**AMERICAN LEGION NEWPORT HARBOR POST 291  
EXECUTIVE BOARD MINUTES  
THURSDAY, 05 AUGUST 2021**

**CALL TO ORDER:** Appx. 1829 hrs.

**INVOCATION:** Ken Wilson

**PLEDGE OF ALLEGIANCE:** 1<sup>st</sup> Vice Commander- Brian Fleming Jr. (Acting Commander)

**ROLL CALL:**

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> Evin Planto, Commander                  | <input checked="" type="checkbox"/> Ed Infante, Judge Advocate    | <input checked="" type="checkbox"/> Kevin Van Otterloo, M.a.L. |
| <input checked="" type="checkbox"/> Brian Fleming Jr., 1 <sup>st</sup> Vice | <input checked="" type="checkbox"/> Bob Wine, Finance Officer     | <input checked="" type="checkbox"/> Eric Schroeder, 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"/> Nick Giordano, M.a.L.      |
| <input checked="" type="checkbox"/> Cindy Baker, 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"/> Jon Reynolds, Jr. Past Comm             | <input checked="" type="checkbox"/> Ken Wilson, Chaplain          | <input type="checkbox"/> Mike Schubert, M.a.L.                 |
| <input checked="" type="checkbox"/> David Zamudio, Adjutant                 | <input checked="" type="checkbox"/> Rich Frauentzimmer, Historian | <input type="checkbox"/> Dennis DeRosia, M.a.L.                |

**Excused:** Mike Shubert, Dennis De Rosia,

**CALL IN:** Evin Planto, Commander

**Acting Commander:** Brian Fleming Jr., 1<sup>st</sup>. Vice Commander

**INTRODUCTION OF GUESTS & GUEST COMMENTS:**

Mike Berdine, No Comments

**Affiliates and Programs Reports:**

- Auxiliary Unit 291 –  
No representative from Auxiliary
  
- SAL Squadron 291 – Tim Sullivan, SAL Commander
  - Spoke about speaker at SAL GMM, connected Vets with activities.
  - 20<sup>th</sup> Anniversary of 9/11 Campaign, expecting great turnout
  - Spoke about general overall items
  
- ALYC – Commodore Bruce Batcheller
  - Last month for weekly races on Monday nights.
  - August 21- Opening Day for Yacht Club
  - Spoke about sailing program for 8-18 years of age
  - Aug 15, Regatta- Sailing for the Blind
  - Spoke about other general club items
  
- Honor Guard – Commander Brian Fleming Jr.
  - 47 Events completed
  - 4 pending this month
  - 21 active members
  - Solicited for more volunteers

## Minutes Approval

- All Board members received copies of the two (2) Executive Board Minutes:
  - Minutes for 7/1/21 Regular E Board Meeting
  - Minutes for 7/19/21 Special E Board Meeting
- The Acting Commander asked for a motion to approve the two (2) July Executive Board Minutes.
  - **M/S/C:** The motion approved unanimously.

## Correspondence

- Adjutant David Zamudio – None to report

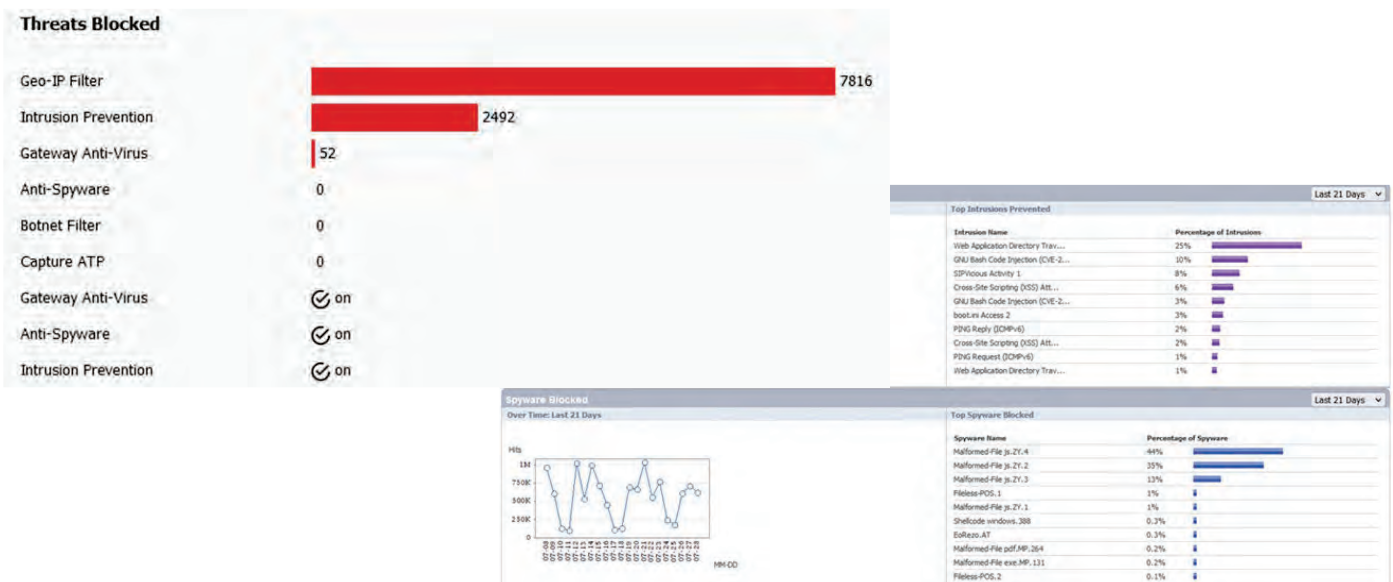
## Committee Reports

- House Committee – David Zamudio
  - Spoke about upcoming projects, Marina, Bar Sales, Kitchen, and staff
- Finance Committee – Bob Wine
  - Will report during Officer Report
- Audit Committee- Chair
  - No Report
- Donations Committee – Cory Vigil
  - Will report during Officer Report

## OFFICERS' REPORTS

### COMMANDER'S COMMENTS/REPORT -Evin Planto

- Discussion and Report of Post Vice, Video, and Data Security Report



OFFICERS' REPORTS - continued

**ADJUTANT – David Zamudio**

- ❑ Introduced House Committee Members
- ❑ Spoke about Items Committee is working on.



**House Committee**

- **Marina**
  - ❑ Finalizing Dock Finger Repair
  - ❑ Gangway Repair- expect to be complete by next week
- **Bar**
  - ❑ Great success with cost reduction of Well Vodka, Coors Light and Bud Light.
- **Kitchen / Staff**
  - ❑ Positive outcome with increasing hours of service:
    - Last Week: \$46,534.00
  - ❑ Just approved Shelving/Heating unit not to exceed \$4800.00
  - ❑ Working on Dress uniformity / Duties / and accountability

**1ST VICE COMMANDER – Brian Fleming Jr. – Membership**

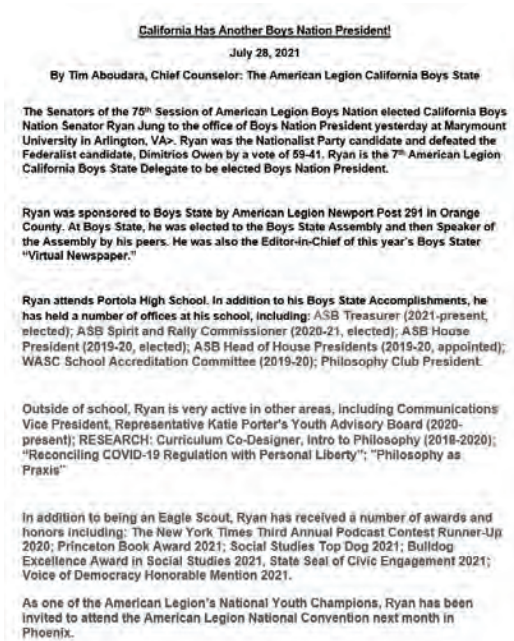
- 1300 Members have renewed
- For GMM invited 160 new members

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

- New Weekend band hours, with two bands:
  - 1-5pm under the Patio
  - 5-7:30pm next to the bar window
  - Only four vehicles are allowed from the band at one time.

**3RD VICE COMMANDER – Cindy Baker - Speaking about Boys State and Americanism.**

- Spoke about Boys State



California Has Another Boys Nation President!  
July 28, 2021  
By Tim Aboudara, Chief Counselor: The American Legion California Boys State

The Senators of the 75<sup>th</sup> Session of American Legion Boys Nation elected California Boys Nation Senator Ryan Jung to the office of Boys Nation President yesterday at Marymount University in Arlington, VA. Ryan was the Nationalist Party candidate and defeated the Federalist candidate, Dimitrios Owen by a vote of 59-41. Ryan is the 7<sup>th</sup> American Legion California Boys State Delegate to be elected Boys Nation President.

Ryan was sponsored to Boys State by American Legion Newport Post 291 in Orange County. At Boys State, he was elected to the Boys State Assembly and then Speaker of the Assembly by his peers. He was also the Editor-in-Chief of this year's Boys State "Virtual Newspaper."

Ryan attends Portola High School. In addition to his Boys State Accomplishments, he has held a number of offices at his school, including: ASB Treasurer (2021-present, elected); ASB Spirit and Rally Commissioner (2020-21, elected); ASB House President (2019-20, elected); ASB Head of House Presidents (2019-20, appointed); WASC School Accreditation Committee (2019-20); Philosophy Club President.

Outside of school, Ryan is very active in other areas, including Communications: Vice President, Representative Katie Porter's Youth Advisory Board (2020-present); RESEARCH: Curriculum Co-Designer, Intro to Philosophy (2018-2020); "Reconciling COVID-19 Regulation with Personal Liberty"; "Philosophy as Praxis"

In addition to being an Eagle Scout, Ryan has received a number of awards and honors including: The New York Times Third Annual Podcast Contest Runner-Up 2020; Princeton Book Award 2021; Social Studies Top Dog 2021; Bulldog Excellence Award in Social Studies 2021, State Seal of Civic Engagement 2021; Voice of Democracy Honorable Mention 2021.

As one of the American Legion's National Youth Champions, Ryan has been invited to attend the American Legion National Convention next month in Phoenix.

**75<sup>th</sup> Boys Nation President**



**Mr. Ryan Jung**

OFFICERS' REPORTS – continued

**JR. PAST COMMANDER – Jon Reynolds**

- No Comment but will have comments later during Good of the Legion.

**FINANCE OFFICER – Bob Wine**

- Profit and Loss / Cash Flow Projection

AL 291 BUSINESS P&L BY CLASS											
8/4/2021											
YTD 2021	ADMIN	BAR	RESTAUR	BANQUET	TOT REST BANQ	HALL	CUSTODIAL	MARINA	TOTAL	PVC	DIFF
TOT INC	3,600	205,784	652,075	66,478	718,553	27,035		216,838	1,177,809	974,957	196,853
COGS		159,775	622,753	109,517	732,271				892,045	843,197	48,848
GP	3,600	46,009	29,322	-43,039	-13,718	27,035		216,838	279,764	131,759	148,005
GP %		22%	4%	-6%	-2%						
EXPENSES	74,143	54,008	79,439	3,717	83,156	41,897	55,480	117,077	425,761	462,338	-36,576
NET ORD INCOME	-70,543	-7,999	-50,118	-46,756	-96,874	-14,862	-55,480	99,761	-145,997	-330,578	184,581
OTHER INC	6,541		328		528				7,069	21,533	-14,464
FAC FEE	173,193								173,193	195,033	-21,840
NET BEFORE PPP LOAN	109,190	-7,999	-49,590	-46,756	-96,346	-14,862	-55,480	99,761	34,264	-114,013	148,277
PPP LOAN FORGIVENESS	254,100								254,100		254,100
NET INCOME	363,290	-7,999	-49,590	-46,756	-96,346	-14,862	-55,480	99,761	288,364	-114,013	402,377
BANK BALANCES:	CURRENT	PFC									
WELLS FARGO	291,125.24	346,095.25									
UNION	246,112.38	261,803.06									
COMERICA	246,752.83	246,553.77									
CHASE	249,023.39	247,622.51									
CDI	1.26	103,902.36									
B OF A	250,021.00	250,004.00									
FARMERS	250,143.41										
CITY	250,000.00										
TOTALS	1,783,179.51	1,455,379.95									

Newport Harbor Post 291			
Cash Flow Projection for the Period 08/03- 10/31/2021			
	8/3 - 8/31	9/1 - 9/30	10/1 - 10/31
Cash: Beginning*	\$ 1,661,662.51	\$ 1,669,985.89	\$ 1,766,881.37
Add: Cash Inflows			
Membership Fees	50,000.00	100,000.00	30,000.00
Marina Rents	22,382.00	26,000.00	26,000.00
Restaurant Sales @ \$6000/day	174,000.00	180,000.00	186,000.00
Hall Rentals	2,580.00	5,115.00	10,070.00
Banquet Food	20,590.00	32,340.00	40,810.00
Facility Fees	6,695.00		
Total Cash Inflows	276,247.00	343,455.00	292,880.00
Deduct: Cash Outflows			
Food & Beverage Cost @ 45%	87,565.50	95,553.00	102,064.50
Entertainment	8,000.00	8,000.00	8,000.00
Payroll**	100,000.00	100,000.00	100,000.00
Health Insurance	5,425.00	5,425.00	5,425.00
Liability Insurance	10,345.00		
Marina Insurance	1,829.00	1,829.00	1,829.00
D&O Insurance	2,225.00		
Covid 19 Cleaning	10,000.00	10,000.00	10,000.00
Repairs & Maintenance	1,000.00	1,000.00	1,000.00
Telephone	675.00	315.00	315.00
Utilities	2,700.00	2,700.00	2,700.00
Rent		11,500.00	11,500.00
Credit Card	12,500.00	2,500.00	2,500.00
Credit Card Fees	4,474.12	4,937.52	5,309.08
Misc	1,400.00	1,400.00	1,400.00
Mileage	1,400.00	1,400.00	1,400.00
Capital Outlays	18,385.00		
Total Cash Outflows	267,923.62	246,559.52	253,442.58
Cash: Ending	\$ 1,669,985.89	\$ 1,766,881.37	\$ 1,806,318.79
Monthly Increase /Decrease	\$ 8,323.38	\$ 96,895.48	\$ 39,437.42
* Doesn't include VEAF fund			
** Includes P&R taxes & WC			

- M.a.L. Eric Schroeder requests that we could consider investments during budget planning for next year.

**HISTORIAN – Richard Fraenzimmer**

- Comments concerning his OD on a Sunday. States it was a “packed patio”.
  - Solicited comments concerning the beach toys and food on the beach.
  - Brought up concerns of swing gate and people walking in

**SERGEANT AT ARMS – Bob Grundmeyer**

- Spoke about new and updated OD guidelines.
  - Spoke about the responsibilities of the OD
  - OD is here to help and the point of contact.

**CHAPLAIN – Ken Wilson**

- Members that have passed, membership cards are given to 1<sup>st</sup> Vice Commander.
- Spoke about a Celebration of Retirement he officiated.



OFFICERS' REPORTS – continued

**SERVICE OFFICER – Cory Vigil**

- Gave Monthly Update

Monthly Update for Service Officer			Aug 5, 2021 E-Board	
6510 Donations	2020 Actuals	2021 Budget	2021 Actual thru July 30	% of 2021 Budget thru July 30
6519 Honor Guard	\$ 3,279.98	\$ 2,500.00	\$ 830.85	33%
6521 Unrestricted Service Officer Expense	\$ 13,180.74	\$ 10,000.00	\$ 7,277.33	73%
6522 Restricted VEAF expense	\$ 70,916.34	\$100,000.00	\$ 54,039.99	54%
6515 Oratorical	-	-	-	0%
6510 Donations other	\$ 26,171.91	\$ 20,000.00	\$ 2,786.47	14%
<b>Total 6510 expenses</b>	<b>\$113,548.97</b>	<b>\$132,500.00</b>	<b>\$ 64,934.64</b>	<b>49%</b>
4520 VEAF current balance			\$ 110,184.66	
July Donations Out			\$ 692.58	
July VEAF Donations Out			\$ 6,725.87 (Includes Shel I/Target/Ralph's cards 9985)	



**Service Officer - Cory Vigil**

**AL291 Donation Committee Report To the E-Board August 4, 2021**

Current Financial Results: 6517 VEAF Restricted expenses in \$54,039.99 for the year 2021.

Current balance in the VEAF restricted account is \$110,184.66

**Veterans Served in July:**

**A. Items approved or rejected:**

1. Dixon, **ARMY** veteran, requested auto repair assistance for \$222.59. Referred by DC 211.
2. Bacon, **AIR FORCE** veteran, requested motel voucher for \$630.70. Referred by VA Long Beach and linked to permanent housing.
3. Madine, **ARMY** veteran, requested assistance with public utility for \$608.37. Referred by the VA Long Beach.
4. Lewis, **ARMY** veteran, requested rental assistance for \$247.98. Referred by VA Santa Ana.
5. Pense, **NAVY** veteran, requested rental assistance for \$2150.00. VA Employee laid off at the Santa Ana VA Hollow brook facility. Child with learning disabilities.
6. Michael, **NAVY** veteran, requested assistance with access ramp for \$800.00. Purchased Home Depot credit to help with project. Project to be completed by August 14, 2021. Worked with American Legion Huntington Beach Service Officer.
7. Whitman, **NAVY** veteran, requested assistance with auto past due bill for \$1,081.23. Referred by VRC staff at Saddleback College.

Total is \$6,035.29

Referred 11 veterans for employment services.  
 Referred 3 veterans for disability compensation.  
 Referred 2 veteran families for funeral burial assistance.  
 Referred 2 veterans for legal services.  
 Referred 1 veteran to congressional services.  
 Ordered 3 DD-214's.  
 Helped 2 student veterans with rental assistance in Orange County.

**Donation applications or Important Information:**

Purchased \$500.00 in gas cards and \$465.00 in grocery cards from Service Officer account.

Request money for USO Emblems.

**\$ Declined Application**

**JUDGE ADVOCATE – Ed Infante**

- Requested the Commander to appoint more members to the Judicial Committee.
- Discussion on who can be on the committee

**MEMBERS AT LARGE**

- Eric Schroeder
  - Requested that the AL 291 website have a link with information about suicide prevention.
    - Discussion involved to the organization that presented in the SAL GMM- Stop, Drop and Push
      - <https://stopdroppush.org/>
      - Motion moved to link “Stop, Drop, and Push” to the AL Post 291 website within next week.
      - **M/S/C:** Motion carried unanimously

**UNFINISHED BUSINESS**

- None

New Business- Cont. on next page

## NEW BUSINESS

- Commander Evin Planto brings a motion:

**Motion**  
**Request a motion to approve the following Bank Signatories:**  
**Evin Planto, Commander**  
**Bob Wine, Finance Officer**  
**David Zamudio, Adjutant**  
**Brian Fleming Jr., 1<sup>st</sup> Vice Commander**

- **M/S/C:** Motion carried unanimously

- Adjutant David Zamudio presents and request from House Committee for a purchase over \$5000.00

**New Business**

**Motion**  
Request Motion to approve the purchase 1 Top Sandwich/Salad Unit and 1 Top Refrigerator in the amount of \$6,230.62

Items have been approved and recommended by the House Committee.

Item	Description	Price	Est. Price
1	Top Sandwich/Salad Unit	\$2,200.00	\$2,200.00
1	Top Refrigerator	\$4,030.62	\$4,030.62
<b>Total</b>		<b>\$6,230.62</b>	<b>\$6,230.62</b>

- **M/S/D/C:** Motion carried unanimously, not to exceed \$6500.00.

- Service Officer- Cory Vigil
  - Request approval to purchase a Space Force Emblem for the John Wayne Airport USO, in the amount of \$500.00.
    - Discussion on why we support the USO. Jr. Past Commander- Jon Reynolds gives the history of our support.
    - 1<sup>st</sup> Vice Commander- Brian Fleming Jr., states that is too much and has purchase one for the post for \$250.00
    - Amount for request was changed to \$250.00, Motion brought forth to approve the purchase of the Space Force Emblem for the John Wayne Airport in the amount of \$250.00
      - **M/S/D/C:** Motion carried unanimously.

Good of the Legion- Cont. on next page

## GOOD OF THE LEGION

- Jr. Past Commander- Jon Reynolds
  - Addressed some concerns on the name of the band for the Korean War Luncheon in relation to the “Zoot Suit” riots. Asked if the band can have a different name for the event.
  - 2<sup>nd</sup> Vice Commander, Anthony Morales agreed to request.
  - Discussion on the Noise dB during when lunch being served so guest can hold conversations.

## Closed Session

- Commander Evin Planto discusses inability to obtain administrative rights on website, email from prior holder.
  - Passionate discussion on avenues to take.
  - Motion brought forward for Adjutant, David Zamudio, to send a certified letter, to recipient, stating the 2-motions made by M.a.L., Kevin Van Otterloo:
    - “I move that we send a certified letter from the Post Adjutant, to [Name Omitted], informing him of the Executive Committee’s decision, to immediately relinquish the rights to the administrative account information, which will include username and password, to the Post Voice, Video, and Data Systems to the current Commander, Evin Planto. This will exclude the administrative accounts to QuickBooks.”
  - **Motion #1- M/S/D/C-** carried unanimously
    - “The motion is that the Executive Committee authorize Nick Giordano and Ken Wilson to be the holders of the administrative rights, which will include username and password, to the QuickBooks program that the Post uses as long as they are “good standing” members of the Post and directs [Name Omitted] to give these administrative rights to those two members.”
  - **Motion #2- M/S/D/C-** carried unanimously
- Incident with SAL member concerning unprofessional and aggressive behavior towards OD and Officer of the Post.
  - SAL Commander, Tim Sullivan asked to be present and give overview of member.
  - Incident Report(s) were read to E Board.
  - Discussion on whether this matter should go to Judicial Committee or stay at E Board.
  - Judge Advocate, Ed Infante gives overview on discretionary levels of action the E Board can take and when it is proper to send to the Judicial Committee.
  - E Board makes determination to handle matter and not send to Judicial Committee.
    - Suspension of Post privileges for 60- days to begin on 07/25/21 and end on 10/06/2021. Any further infractions will result in loss of Post Membership.
    - Motion given to have Commander Evin Planto draft a letter, sign, and give to SAL Commander, Tim Sullivan, to present to his member indicating a 60-day suspension of Post Privileges and any further infraction will result in loss of membership.
    - **M/S/C:** Motion carried unanimously.

**ADJOURNED: 2146 hours.**