

AMERICAN LEGION NEWPORT HARBOR POST 291 215 15th Street, Newport Beach, CA 92663

GENERAL MEETING MINUTES Template Wednesday, 08 Sept 21

Meeting called to order at approximately 1902 hours

The Colors were advanced. Invocation: Chaplin Ken Wilson Pledge of Allegiance: Commander Evin Planto POW/MIA Ceremony: Kevin Van Otterloo Recited the Preamble of the Constitution of The American Legion: lead by Commander Evin Planto

ROLL CALL:

- Evin Planto, Commander
 Brian Fleming Jr., 1st Vice
 Anthony Morales, 2nd Vice
 Cindy Baker, 3rd Vice
- Jon Reynolds, Jr. Past Comm
- 🖂 David Zamudio, Adjutant
- Ed Infante, Judge Advocate
 Bob Wine, Finance Officer
 Bob Grundmeyer, Sgt-at-Arms
 Cory Vigil, Service Officer
 Ken Wilson, Chaplain
 Rich Frauenzimmer, Historian
- Kevin Van Otterloo, M.a.L.
 Eric Schroeder, M.a.L.
 Nick Giordano, M.a.L.
 Wayne Zippi, M.a.L.
 Mike Schubert, M.a.L.
 Dennis DeRosia, M.a.L.

Excused: Eric Schroeder, Nick Giordano, Mike Shubert

Honored Guests:

- Nick Anas
- Robert Brower

Reports from Legion Family Members & Other Guests:

Auxiliary – Dana Johnston, 2nd Vice President

- Update on Membership
- Kids Halloween Party- 10/30
- Blood Drive- 10/11
- Holiday Boutique- 11/18
- Kids Christmas Party- 12/11

Sons of the American Legion – No Report

American Legion Yacht Club – Tommy Wheeler, Vice Commodore

- Spoke about Membership and the selection of the Membership Committee
- Solicited more volunteers for upcoming coastal clean up
- Spoke about upcoming events

Honor Guard - Brian Fleming Jr., Commander -

Presented 1st Place trophy to membership for the National Honor Guard competition



Honor Guard / Color Guard

- 51 Events Completed
- · 3 additional pending for the month
- 21 active members
- ***6 new recruits***
- Averaging approx. 6+/ services per month
- Need more members for the team
- Team Participation is down



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

- A motion was made to approve the Minutes of the 11 August 21 General Meeting.
- M/S/C: Motion carried unanimously

Correspondence

None to report

Officer Reports:

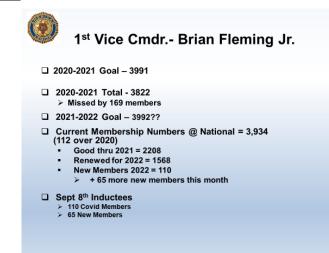
Commander, Evin Planto – Spoke on the following items:



Adjutant, David Zamudio – No report

1st Vice Commander, Brian Fleming Jr. –

Discussed Post Membership



2nd Vice Commander, Anthony Morales

- Thanked membership for support and attendance of all events
- Spoke about upcoming events throughout the week and the email that will go out weekly
- Announced that on Sundays (5:00-8:30pm) there will be Karaoke at the post.
- Spoke about Post Halloween Party- Beetle's cover band

3rd Vice Commander, Cindy Baker

 Spoke about Boys / Girls State Luncheon

Boys & Girls State Post 291 Delegation August 29, 2021



Jr. Past Commander, Jon Reynolds – Spoke about National Convention

| Frida | y 27 Augus | l Convention 202 t — Thursday 2 : penix, Arizona | |
|---|---|---|--|
| • Friday | 27 August | Honor Guard Compe | tition (Post 291 !!!) |
| Saturday | 28 August | Commission Meeting | gs (≈ 11) |
| Sunday | 29 August | Committee Meetings | (≈ 26) |
| Monday | 30 August | Department Caucus Baseball Game | |
| • Tuesday | 31 August | Convention Opens (Western Region Cau National Commande | cus |
| Wednesda | y 1 September | Convention Proceed | ings; Speakers |
| Thursday | 2 September | Election of New Nation | onal Officers |
| | | | |
| 0 | | ntional Office 121 – 2022 | |
| Commande | 20 | | |
| Vice Comm | 20 er F nander J n Region nander J nander A nander M | 21 – 2022 | ers |
| Vice Comm Wester Vice Comm Vice Comm Vice Comm Vice Comm | 20 er F n Region nander J nander J nander A nander M nander C | 21 – 2022 Paul E. Dillard lames T. Higuerra lerrold Wilson Ingel O. Narvaez Aichael F. Mitrione | PCS Texas California Downey Post 270 Ohio Ohio Puerto Rico Virginia Rhode Island |
| Vice Comm Wester Vice Comm | 20 er F n Region nander J nander M nander M nander C g / Princij | 21 – 2022 Paul E. Dillard lames T. Higuerra lerrold Wilson Jungel O. Narvaez Aichael F. Mitrione Cory D. Bates Pal Candidate 2023 | Texas California Downey Post 270 Ohio Puerto Rico Virginia Rhode Island es — 2022 - |





Key Areas of Emphasis

- PTSD and Veteran Suicide Prevention
- Veterans Administration improving benefits and access
- Membership

Finance Officer, Bob Wine – Post Financial Operations.

Revenue and Expenditures

| | State of the | |
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Finance Officer- Bob Wine

Condensed Business & Membership Revenue & Expenditures

| Newport Harb Condensed Business & Member | ship Revenue & Expe | nditures | |
|---|--------------------------------|---------------------------------------|------------------------------|
| 01/01/-07/31/21 and | 01/01/-07/31/20 | | |
| | Current Year Thru July 31st | Current Year Budget Thru July 31st | Prior Year Thru July 31st |
| Business: | | | |
| Revenue | \$ 1,127,784.00 | \$ 963,648.00 | \$ 960,221.00 |
| Expenditures | 1,317,777.00 | 1,230,155.00 | 1,283,683.00 |
| Net of Revenue and Expenditures | (189,993.00) | (266,507.00) | (323,462.00 |
| Membership: | | | |
| Revenue | 258,196.00 | 229,173.00 | 245,785.00 |
| Expenditures | 250,900.00 | 292,843.00 | 225,143.0 |
| Net of Revenue and Expenditures | 7,296.00 | (63,670.00) | 20,642.0 |
| Combined Totals | (182,697.00) | (330,177.00) | (302,820.0 |
| Facility Fees | 179,693.00 | 180,725.00 | 195,033.00 |
| Net Before Other Income | (3,004.00) | (149,452.00) | (107,787.0 |
| Other Income: PPP Loan Forgiveness | 254,100.00 | | |
| Combined Net of Revenue & Expenditures | \$ 251,096.00 | \$ (149,452.00) | \$ (107,787.0 |

Cash Flow



Finance Officer- Bob Wine Condensed Cash Flow Projection (8/3 – 10/31/21)

| Newport Harbor Post 291 Condensed Cash Flow Projection for the Period 9/07 - 11/30/21 | | | | |
|--|---------------|----------------|----------------|--|
| | 09/07 - 09/31 | 10/01 - 10/31 | 11/01 - 11/30 | |
| Cash Inflows- | | | | |
| Membership fees | \$ 80,000.00 | \$ 30,000.00 | \$ 20,000.00 | |
| Marina rents | 19,832.00 | 26,000.00 | 26,000.00 | |
| Restaurant sales @ \$5500-\$5000/day | 132,000.00 | 155,000.00 | 150,000.00 | |
| Hall rentals | 2,700.00 | 6,920.00 | 2,425.00 | |
| Banquet food | 18,807.00 | 29,552.00 | 12,960.00 | |
| Facility fees | 9,000.00 | | | |
| Employee Retention Tax Credit (ERTC) | 114,677.00 | | | |
| Total Cash Inflows | 377,016.00 | 247,472.00 | 211,385.00 | |
| Cash Outflows- | | | | |
| Food & Bev. Cost (@ 45%) | 67,863.15 | 83,048.40 | 73,332.00 | |
| Entertainment | 6,800.00 | 6,600.00 | 6,600.00 | |
| Payroll (Includes P/R taxes & WC) | 100,000.00 | 100,000.00 | 100,000.00 | |
| Insurance (Health, liab., Marina, D&O) | 8,029.00 | 8,829.00 | 8,829.00 | |
| Covid-19 Cleaning | 10,500.00 | 14,000.00 | 14,000.00 | |
| Repairs and maintenance | 1,000.00 | 20,000.00 | 1,000.00 | |
| Telephone & utilities | 315.00 | 3,815.00 | 3,815.00 | |
| Rent | - | 11,500.00 | 11,500.00 | |
| Capital Expenditures | 8,000.00 | 10,000.00 | | |
| All other expenditures | 10,183.40 | 9,947.00 | 9,359.00 | |
| Total Cash Outflows | 212,690.55 | 267,739.40 | 228,435.00 | |
| Monthly Cash Increase /Decrease | \$ 164,325.45 | \$ (20,267.40) | \$ (17,050.00) | |

Historian, Rich Frauenzimmer

No Report

Sergeant at Arms, Bob Grundmeyer

- Spoke in depth of the duties of Officer on Duty (OD)
 - We are a point of contact to assist
 - o Observe and report

Chaplin, Ken Wilson

- Asked for volunteers for Buddy Calls
- Spoke about Vet Coffee Talk

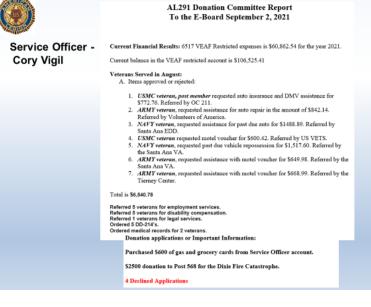


Service Officer, Cory Vigil



Service Officer – Cory Vigil

| Monthly Update for Service Officer | | | for the Sep 2, 2021 E-Board | | |
|--|--------------|-------------|-----------------------------|---------------------------------|-------------------------|
| 6510 Donations | 2020 Actuals | 2021 Budget | 2021 Actual thru Aug 31 | % of 2021 Budget thru Aug 31 | |
| 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 | 60,862.54 | 61% | Includes \$600 gas card |
| 6515 Oratorical | | | | 0% | |
| 6510 Donations other | 26,171.91 | 20,000.00 | 3,098.17 | 15% | |
| Total 6510 expenses | 113,548.97 | 132,500.00 | 72,068.89 | 54% | |
| 4520 VEAF current balance | | | 106,525.41 | | |
| Aug Donations Out | | | 311.7 | | |
| Aug VEAF Donations Out | | | 6822.62 | (Includes Gas cards \$600)) | |



Judge Advocate Ed Infante

No Report

Members at Large -

No Reports

Induction of New Members

- 1st Vice, Brian Fleming Jr. presented and read names of new inductees
- Total- 90
- Commander Evin Planto presents a motion to inductee new members

 M/S/C- Motion carried unanimously

Unfinished Business

No unfinished business

New Business

• No new business from membership

Good of the Legion

 2nd Vice, Anthony Morales spoke about 9/11 Memorial event and recognized the SAL's for taking the lead on this event and all the hard work that ensure we can have this event.

Chaplain Ken Wilson said the closing prayer.

The Meeting was adjourned 2041 hours.