



**AMERICAN LEGION NEWPORT HARBOR POST 291**  
**215 15<sup>th</sup> Street, Newport Beach, CA 92663**  
**GENERAL MEETING MINUTES Template**  
**Wednesday, 13 October 21**

Meeting called to order at approximately 1901 hours

The Colors were advanced.

Invocation: Chaplin Ken Wilson

Pledge of Allegiance: Commander Evin Planto

POW/MIA Ceremony: Dennis De Rosia

Recited the Preamble of the Constitution of The American Legion: lead by Commander Evin Planto

**ROLL CALL:**

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> Evin Planto, Commander                  | <input type="checkbox"/> Ed Infante, Judge Advocate               | <input 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 type="checkbox"/> Bob Grundmeyer, Sgt-at-Arms              | <input 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 type="checkbox"/> Wayne Zippi, M.a.L.               |
| <input checked="" type="checkbox"/> Jon Reynolds, Jr. Past Comm             | <input checked="" type="checkbox"/> Ken Wilson, Chaplain          | <input checked="" type="checkbox"/> Mike Schubert, M.a.L.  |
| <input checked="" type="checkbox"/> David Zamudio, Adjutant                 | <input checked="" type="checkbox"/> Rich Frauentzimmer, Historian | <input checked="" type="checkbox"/> Dennis DeRosia, M.a.L. |

**Excused:** Ed Infante, Wayne Zippy, Bob Grundmeyer, Nick Giordano, Kevin Van Otterloo

**Meeting has Quorum**

**Honored Guests:** No Guest

**Reports from Legion Family Members & Other Guests:**

**Auxiliary** – Dana Johnston, 2<sup>nd</sup> Vice President

- Update on Membership
- Kids Halloween Party- 10/30
- Envelope Stuffing- 11/8
- Holiday Boutique- 11/18
- Kids Christmas Party- 12/11

**Sons of the American Legion** – Tim Sullivan, Commander

- Current Membership – 1643 (Largest in the world)
- Donation of over \$100k per year to children and charities.
- Spoke about Christmas Boat Parade (12/15-12/19)

**American Legion Yacht Club** – Tommy Wheeler, Vice Commodore

- Sailing of the Blind event- took out over 80 individuals
- Spoke about upcoming events

**Honor Guard** – Brian Fleming Jr., Commander



The slide features the American Legion logo in the top left corner. The title "Honor Guard / Color Guard" is centered at the top. Below the title, a list of statistics is provided. In the bottom right corner, there is a small graphic of a group of people in uniform holding rifles, with the text "HONOR GUARD" above it and "American Legion Post 1271 Newport Beach, CA" below it.

**Honor Guard / Color Guard**

- 59 Events Completed
- 3 additional pending for the month
- 21 active members
- \*\*\*7 new recruits\*\*\*
- Averaging approx. 6+/- services per month

**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 08 Sept 2021 General Meeting.
- M/S/C: Motion carried unanimously

**Correspondence**

- None to report

**Officer Reports:**

**Commander, Evin Planto** – Spoke on the following items:



### Commander's Report

- **Volunteers Are Needed:**
  - Bylaws 3.4.4 – “Post members who are able are expected to serve a minimum of 12 hours per year in the programs or events of their choice.” [Volunteers@al291.com](mailto:Volunteers@al291.com)
- **Upcoming Events**
  - Vet Talk - Saturday Mornings from 8:30 to 10:30
  - Veterans Day
  - WWII Veteran Luncheon
  - Belayed Vietnam Veterans Day
  - Holiday Events – Halloween



### House Committee Airphone Video Comm - Intercom Replacement

• **E Board Motion carried not to exceed- \$7,672.32**



**PROJECT DESCRIPTION & INVESTMENT**

**Client Information:**  
 Name: [Redacted]  
 Address: [Redacted]  
 Contact: [Redacted]


**Scope of Work:**  
 For the job work, ASO proposes to replace the existing (01) audio intercoms with (02) new JP Series Video Intercoms.

**Intercom Locations:**  
 Front Entrance Door  
 Perimeter Parking Lot Gate  
 Parking Lot Vehicle Gate

**Intercom Master Station Location:**  
 The Reception Desk  
 On the Bar wall.

**Project Investment:**

Item	Description	Quantity	Unit Price	Total Price
01	JP Series Video Intercom	2	\$3,836.16	\$7,672.32
02	JP Series Video Intercom	1	\$0.00	\$0.00
03	JP Series Video Intercom	1	\$0.00	\$0.00
04	JP Series Video Intercom	1	\$0.00	\$0.00
05	JP Series Video Intercom	1	\$0.00	\$0.00
06	JP Series Video Intercom	1	\$0.00	\$0.00
07	JP Series Video Intercom	1	\$0.00	\$0.00
08	JP Series Video Intercom	1	\$0.00	\$0.00
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97	JP Series Video Intercom	1	\$0.00	\$0.00
98	JP Series Video Intercom	1	\$0.00	\$0.00
99	JP Series Video Intercom	1	\$0.00	\$0.00
100	JP Series Video Intercom	1	\$0.00	\$0.00



### House Committee- Chef Toys

- **Kitchen Equipment Bid- Chef Toys**  
**Total Bid: \$88,152.34**  
 This Quote does not include:
  1. Installation of the Hood: Not to exceed \$6500.00
  2. Additional Fire Suppression System for the new hood: Not to exceed \$5000.00
  3. Plumber and Electrician for Installation: Not to exceed \$6000.00
- **E- Board Motion Carried to not exceed- \$105,652.34**



### House Committee- Chef Toys

- **Kitchen Equipment Bid- Chef Toys**  
**Total Bid: \$88,152.34**  
 This Quote does not include:
  1. Installation of the Hood: Not to exceed \$6500.00
  2. Additional Fire Suppression System for the new hood: Not to exceed \$5000.00
  3. Plumber and Electrician for Installation: Not to exceed \$6000.00
- **E- Board Motion Carried to not exceed- \$105,652.34**




### House Committee Ontario Refrigeration

- **Hall Air Conditioning Bid**
- **E- Board Motion Carried to not exceed- \$185,000.00**

Adjutant, David Zamudio – No report

1<sup>st</sup> Vice Commander, Brian Fleming Jr. –

- Discussed Post Membership



**1<sup>st</sup> Vice Cmdr.- Brian Fleming Jr.**

- ❑ Current Post Membership = 4084 Legionnaires
- ❑ 2021-2022 Goal - 4151
  - 160 over last year's goal (3991)
- ❑ Current Membership Numbers for 2022 @ National = 2298 (53.9%)
  - Oct 15<sup>th</sup> Goal = 55.0% (2283)
  - Good thru 2021 = 1786
  - Renewed for 2022 = 2058
  - New Members 2022 = 245
    - + 68 more new members this month
- ❑ Oct 13<sup>th</sup> Inductees
  - 120 Covid Members
  - 68 New Members

2<sup>nd</sup> 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

3<sup>rd</sup> Vice Commander, Cindy Baker

- Spoke about Boy Scouts and American Legion Baseball




**3<sup>rd</sup> Vice Commander  
Cindy Baker**

- Orange County Boy Scouts of America
- American Legion Baseball- Orange County
  - Registration Admin
  - Uniforms
  - Fields
  - Umpires
  - Scorekeepers
  - Field Monitors
  - Team Mom
  - Fundraiser
  - High School Promoter

Jr. Past Commander, Jon Reynolds – No Report

Finance Officer, Bob Wine – Post Financial Operations.

Revenue and Expenditures




### Finance Officer- Bob Wine

#### Condensed Business & Membership Revenue & Expenditures

Newport Harbor Post 291  
Condensed Business & Membership Revenue & Expenditures  
For the Periods Beginning January 1 Through September 30, 2021, 2020 and 2019

	01/01 - 09/30/21	01/01 - 09/30/20	01/01 - 09/30/19
<b>Business:</b>			
Revenue	\$ 1,642,500.00	\$ 1,290,129.00	\$ 1,699,290.00
Expenditures	1,863,352.00	1,643,030.00	1,756,646.00
Net of Revenue and Expenditures	(220,852.00)	(352,901.00)	(57,356.00)
<b>Membership:</b>			
Revenue	336,076.00	385,069.00	273,642.00
Expenditures	367,837.00	317,824.00	456,875.00
Net of Revenue and Expenditures	(31,761.00)	67,245.00	(183,233.00)
Combined Totals	(252,613.00)	(285,656.00)	(240,589.00)
Facility Fees	232,743.00	273,318.00	266,695.00
Net Before Other Income	(19,870.00)	(12,338.00)	26,106.00
<b>Other Income:</b>			
PPP Loan Forgiveness	254,100.00	-	-
Employee Retention Tax Credit	114,666.00	-	-
<b>Combined Net of Revenue &amp; Expenditures</b>	<b>\$ 348,896.00</b>	<b>\$ (12,338.00)</b>	<b>\$ 26,106.00</b>

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 10/12 to 12/31/21

	10/12 - 10/31	11/01 - 11/30	12/01 - 12/31
<b>Cash Inflows-</b>			
Membership fees	\$ 10,000.00	\$ 15,000.00	\$ 26,500.00
Marina rents	11,864.00	26,000.00	26,000.00
Restaurant sales @ \$5000/day	100,000.00	150,000.00	155,000.00
Hall rentals	4,095.00	1,625.00	4,850.00
Banquet food	19,122.00	19,705.00	16,480.00
Facility fees	7,280.00		
<b>Total Cash Inflows</b>	<b>152,361.00</b>	<b>212,330.00</b>	<b>228,830.00</b>
<b>Cash Outflows-</b>			
Food & Bev. Cost (@ 45%)	53,604.90	76,367.25	77,166.00
Entertainment	7,400.00	8,500.00	8,500.00
Payroll (Includes P/R taxes & WC)	55,000.00	100,000.00	150,000.00
Insurance (Health, liab., Marina, etc.)	1,829.00	8,829.00	8,829.00
Covid-19 Cleaning & Custodial	7,000.00	14,000.00	14,000.00
Repairs and maintenance	20,000.00	1,000.00	1,000.00
Telephone & utilities	315.00	5,915.00	5,915.00
Rent	-	11,500.00	11,500.00
Capital Expenditures	5,000.00	13,500.00	15,000.00
All other expenses	4,175.42	9,211.71	9,233.44
<b>Total Cash Outflows</b>	<b>154,324.32</b>	<b>248,822.96</b>	<b>301,143.44</b>
<b>Monthly Cash Increase / (Decrease)</b>	<b>\$ (1,963.32)</b>	<b>\$ (36,492.96)</b>	<b>\$ (72,313.44)</b>

**Historian, Rich Fraenzimmer**

- No Report

**Sergeant at Arms, Bob Grundmeyer**

- No Report

**Chaplin, Ken Wilson**

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



**Post Everlasting  
Moment of Silence**

- |                         |                         |
|-------------------------|-------------------------|
| <i>Gene Anderson</i>    | <i>Donald Kennedy</i>   |
| <i>Andrew Armato</i>    | <i>Richard Kester</i>   |
| <i>Kenneth Barrett</i>  | <i>Charles Langley</i>  |
| <i>Robert Carpenter</i> | <i>Richard Riccardi</i> |
| <i>George Hancock</i>   | <i>Don West</i>         |
| <i>James Hawkins</i>    | <i>Charles White</i>    |

**Service Officer, Cory Vigil**



**Service Officer – Cory Vigil**

6510 Donations	2020 Actuals	2021 Budget	for the Sep 2, 2021 E-Board	
			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 cards
6515 Oratorical	-	-	-	0%
6510 Donations other	26,171.91	20,000.00	3,098.17	15%
<b>Total 6510 expenses</b>	<b>113,548.97</b>	<b>132,500.00</b>	<b>72,068.89</b>	<b>54%</b>
4520 VEAF current balance			106,525.41	
Aug Donations Out			311.7	
Aug VEAF Donations Out			6822.62 (Includes Gas cards \$600)	



**AL291 Donation Committee Report  
To the E-Board October 7, 2021**

**Service Officer -  
Cory Vigil**

**Current Financial Results:** 6517 VEAF Restricted expenses is \$67,088.29 for the year 2021.

Current balance in the VEAF restricted account is 107,119.61

**Veterans Served in September:**

A. Items approved or rejected:

1. *NAVY veteran* requested housing deposit for \$850.00. Referred by AL 133.
2. *AIR FORCE veteran* requested assistance with past due auto bill and auto insurance in the amount of \$786.15 and \$492.14.
3. *AIR FORCE veteran* requested assistance with deposit and rental assistance. Split with AL 133. Amount was \$1600.00. Referred by the VA Santa Ana.
4. *AIR FORCE veteran* requested assistance for school payment of \$173.00. Referral from Coastline Community College.
5. *USMC veteran* requested motel voucher for \$501.29. referred by Patriots & Paws. Linkage to Santa Ana CRRCC VA.
6. *AIR FORCE veteran* requested assistance with DMV bill for \$401.00. referred by Strong Families, Strong Children.
7. *ARMY veteran* passed away and needed assistance with burial in the amount of \$1000.00. Referred by MHA Santa Ana.
8. *ARMY veteran*, requested assistance for books at Orange Coast College in the amount of 422.17. Referred by VRC OCC.

Total is \$6,225.75

**Donation applications or Important Information:**

- 8 VEAF applications declined.
- 4 referrals for financial literacy at STEP.
- 12 employment referrals to Tierney Center & Working Wardrobes VetNet
- 2 legal referrals to Veteran's Legal Institute
- 6 referrals for disability compensation.
- Assisted 2 student veterans from OCC and Coastline Community College.
- Assisted 4 senior veterans with food & gas cards.
- Assisted a family with burial of veteran father.

**Judge Advocate Ed Infante**

- No Report

**Members at Large –**

- No Reports

**Induction of New Members**

- 1<sup>st</sup> Vice, Brian Fleming Jr. presented and read names of new inductees
- Total- 71
- 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**

- None

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

The Meeting was adjourned 2021 hours.

