



**AMERICAN LEGION NEWPORT HARBOR POST 291
EXECUTIVE COMMITTEE MINUTES
THURSDAY, 02 DEC 2021**

CALL TO ORDER: Appx. 1833 hrs.

INVOCATION: Ken Wilson

PLEDGE OF ALLEGIANCE: Commander, Evin Planto

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 st 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 nd Vice	<input type="checkbox"/> Bob Grundmeyer, Sgt-at-Arms	<input checked="" type="checkbox"/> Nick Giordano, M.a.L.
<input checked="" type="checkbox"/> Cindy Baker, 3 rd Vice	<input 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 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: Bob Grundmeyer, Cory Vigil

MEETING HAS QUORUM

INTRODUCTION OF GUESTS & GUEST COMMENTS:

K. McClure- No Comment

Ernest A- Spoke about his bridging Vets with current business owners (will speak at GMM)

Tony Price- Gold Star Rider Foundation (will speak at GMM)

Jim Bras- Home Front America, requested donation for \$5k.

Tommy Wheeler/ Dan O'Sullivan- update on seawall

Affiliates and Programs Reports:

- Auxiliary Unit 291 – 2nd Vice, Dana Johnston
 - Christmas Decorating- 12/4 and 12/6
 - Raffle Envelope Stuffing for Mardi gras, ongoing
 - Donations for Camp Pendleton Families
 - Spoke about other upcoming events
- SAL Squadron 291 – Tim Sullivan, Commander
 - Spoke about upcoming boat parade sales
- ALYC – Commodore Bruce Batcheller
 - Membership- 903
 - Announced incoming Commodore.
 - Bank Balance- \$174K approx.
 - Seeking Admin Assistant and putting ad in for it.
 - Jan 22nd, Commodore's Ball, all officers welcome.
- Honor Guard – Commander Brian Fleming Jr.
 - 70 Events completed
 - 2 pending this month
 - 26 active members (2 new recruits)
 - Averaging 6+ per month

Minutes Approval

- All Committee members received copies of the Executive Committee Minutes:
 - Minutes for 04 Nov 21 E Committee Meeting
- The Commander asked for a motion to approve the 04 Nov 21 E Committee Minutes
 - **M/S/C:** The motion approved unanimously.

Correspondence

- Adjutant David Zamudio – None to report

Committee Reports

- House Committee – Mike Mailman



- Finance Committee – Bob Wine
 - No Report
- Entertainment Committee- Commander Evin Planto
 - Commander asked for volunteers to join this committee.
 - Evin will send Anthony current schedule and hand off chairman duties to Anthony Morales.
- Lease Committee- Commander Evin Planto
 - No current issues with the city, audit is stopped.
 - Commander requests volunteers to join.
 - Eric Schroeder
 - Jon Reynolds
 - Anthony Morales
 - Committee has been formed.
- Audit Committee- Bob Wine
 - Currently working
- Donations Committee – Cory Vigil
 - No Report

OFFICERS' REPORTS

COMMANDER'S COMMENTS/REPORT -Evin Planto

- Overview of Veteran's Day event- reduced revenues by \$6k to accommodate the price roll backs.
- WWII Luncheon
 - 31-35 veterans attended
 - Offered invitation to national commander.
- Seawall update
 - RFP: April-May timeframe
 - Contractor selected: July – August
- EE Appreciation Day
 - 12/13- 6:30pm
 - Officers need to be here by 5:30pm
- Portable Heaters
 - Need to purchase 3 more
- Toast Consultant
 - Considering a Toast Consultant to help us to better understand and use the analytics.
- 12/11- Army/Navy game
 - Post will have playing on big screen

ADJUTANT – David Zamudio

- No report

1ST VICE COMMANDER – Brian Fleming Jr. – Membership



 **1st Vice Cmdr.- Brian Fleming Jr.**

- **Current Post Membership = 4,147 Legionnaires**
- **2021-2022 Goal = 4,151**
 - 160 over last years Goal (3991)
- **Current Membership Numbers for 2022@ National = 2,728 (65.7%)**
 - Oct 10th Goal = 75.0% (3113)
 - Good thru 2021 = 1,419
 - Good thru 2022 = 2,728
 - New Members 2022 = 324
 - +29 more new members this month

OFFICERS' REPORTS – cont. on next page

OFFICERS' REPORTS – continued

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

- Discussion concerning question concerning being cancelled concerning bands.

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



3rd Vice Cmdr.- Cindy Baker

3rd Vice Commander budget request

Boys State 2022 – Total estimate \$ 21,700.00

Boys State, 25 Delegate				
Program costs	25	\$	425.00	* \$ 10,625.00
Certificates & Medals	25	\$	30.00	* \$ 750.00
Postage for delegates packages		\$	125.00	* \$ 125.00
Transportation	25	\$	200.00	* \$ 5,000.00
District 29 luncheon (prior to program)	30	\$	40.00	* \$ 1,200.00
Banquet, after program (Delegates & Parents)	100	\$	40.00	* \$ 4,000.00 \$ 21,700.00 &

& = Sandy Schneeberger actual expenditures for 2019 was \$ 20,149.75 and Jim Updikes used this number for 2020.



3rd Vice Cmdr.- Cindy Baker

Boy Scouts – Total of \$ 5,425.00

1. District 29 and other charter organizations within the District Community: \$ 125.00

- All Scout Pack \$ 75.00
- Web Page \$ 15.00 and
- Girl Scout \$ 15.00

2. Unit Sponsorship (averaged 1.00 per pack with other opportunities)

3. Year Presentation for the Banquet Luncheon

4. District 29 and other charter organizations within the District Community: \$ 125.00

- All Scout Pack \$ 75.00
- Web Page \$ 15.00 and
- Girl Scout \$ 15.00

JR. PAST COMMANDER – Jon Reynolds

- No Report

FINANCE OFFICER – Bob Wine

- Profit and Loss / Cash Flow Projection



Finance Officer- Bob Wine

AL 291 BUSINESS P&L BY CLASS 12/31/2021

YTD 2021	ADMIN	BAR	RESTAUR	BANQUET	TOT REST BANQ	HALL	CUSTODIAL	MARINA	TOTAL	PYC	DIFF
TOT INC	3,600	417,503	1,082,588	229,758	1,312,346	71,135		796,619	2,101,203	1,513,688	587,514
COGS		302,304	1,069,268	225,111	1,294,380				1,586,684	1,276,964	319,720
GP	3,600	115,199	13,320	4,647	17,907	71,135		296,619	504,519	136,725	267,794
GP%		38%	1%	2%	1%						
EXPENSES	114,661	130,387	148,105	8,055	154,161	69,104	146,378	166,516	781,207	706,272	74,935
NET ORD INCOME	-111,061	-15,188	-184,786	-1,409	-136,194	2,031	-146,378	130,102	-276,688	-469,547	192,859
OTHER INC:	11,986		911		911				12,897	25,791	-12,895
FAC FEE	302,488								302,488	115,978	-13,485
PPP	254,100								254,100	0	254,100
ERTC	114,666								114,666	0	114,666
NET INCOME/LOSS	572,179	-15,188	-133,875	-1,409	-135,284	2,031	-146,378	130,102	407,462	127,783	535,246
BANK BALANCES:											
		PYC									
WELLS FARGO	239,742.27	218,251.95									
USBANK	237,675.25	187,130.05									
COMERICA	246,794.41	246,639.96									
CHASE	49,023.39	106,979.30									
CDs	300,001.00	104,307.13									
B OF A	250,029.00	250,004.00									
FARMERS	250,195.22	250,027.21									
CITY NATL	275,000.00										
TOTALS	1,798,460.54	1,423,425.60									

OFFICERS' REPORTS – continued

Finance Officer- Bob Wine

Newport Harbor Post 291
Cash Flow Projection for the Period 12/01/21 - 2/28/2022

	12/1 - 12/31	1/1 - 1/31	2/1 - 2/28	Totals
Cash: Beginning*	\$ 1,707,278.09	\$ 1,599,633.34	\$ 1,608,332.40	\$ 1,707,278.09
Add: Cash Inflows				
Membership Fees	28,500.00	28,500.00	28,500.00	79,500.00
Marina Rents	22,714.25	26,000.00	26,000.00	74,714.25
Restaurant Sales, ***	155,000.00	139,500.00	128,000.00	420,500.00
Hall Rentals	7,450.00	1,900.00	2,800.00	12,150.00
Banquet Food	42,000.00	10,100.00	5,420.00	57,520.00
Facility Fees		65,640.00		65,640.00
Total Cash Inflows	253,664.25	249,670.00	186,720.00	710,054.25
Deduct: Cash Outflows				
Food & Beverage Cost @ 45%	88,650.00	67,333.50	59,139.00	215,122.50
Entertainment	9,500.00	8,500.00	8,500.00	26,500.00
Payroll**	160,000.00	105,000.00	100,000.00	365,000.00
Health Insurance	6,200.00	6,200.00	6,200.00	18,600.00
Liability Insurance				
Marina Insurance	1,829.00	1,829.00	1,829.00	5,487.00
D&O Insurance	2,232.00			2,232.00
Covid 19 Cleaning	12,000.00	12,000.00	12,000.00	36,000.00
Repairs & Maintenance	1,000.00	1,000.00	1,000.00	3,000.00
Telephone	450.00	450.00	450.00	1,350.00
Utilities	5,600.00	5,600.00	5,600.00	16,800.00
Rent		11,500.00	11,500.00	23,000.00
Credit Card	2,500.00	2,500.00	2,500.00	7,500.00
Credit Card Fees	4,648.00	3,408.44	2,874.16	11,030.60
Misc	1,400.00	1,400.00	1,400.00	4,200.00
Mileage	2,800.00	1,400.00	1,400.00	5,600.00
Capital Outlays	62,500.00	32,850.00		95,350.00
Total Cash Outflows	301,309.00	260,970.94	214,492.16	886,772.10
Cash: Ending	\$ 1,399,633.34	\$ 1,608,332.40	\$ 1,380,560.24	\$ 1,380,560.24
Monthly increase /decrease	\$ (107,644.75)	\$ 8,699.06	\$ (27,772.16)	(126,717.85)

* Doesn't include VLAIF fund
** Includes P&R Taxes & WC
*** Dec 50k/day, Jan & Feb 54.3k/day

HISTORIAN – Richard Fraunzimmer

- No report

SERGEANT AT ARMS – Bob Grundmeyer

- Excused

CHAPLAIN – Ken Wilson

- Reinstated the Buddy Calls
 - 5 volunteers made 297 calls in 1.5 hours.

SERVICE OFFICER – Cory Vigil

- Chaplain Ken Wilson spoke on his behalf.

**AL291 Donation Committee Report
To the E-Committee - December 2, 2021**

Current Financial Results: 6517 VLAIF Restricted expenses is \$ for the year 2021.
Current balance in the VLAIF restricted account is \$

**Service Officer
Cory Vigil**

Veterans Served in November:

A. Items approved or rejected:

1. Taylor, USMC veteran, requested rental assistance for \$800.00. Referred from Cascade Community College.
2. Givens, USMC veteran, requested auto repair assistance for \$236.94. Referred by VVA Support Ass.
3. Brownson, USMC veteran, requested motel voucher for \$77.09 and \$561.85. Referred by Eric Cook from Mariners Church.
4. Sanchez, USMC veteran, requested rental assistance for \$1105.00. Referred by Working Wardens VetNet.
5. Blowers, USMC veteran deceased, requested assistance with relocation of personal to Oregon in the amount of \$1300.36.
6. Rancosovs, ARMY veteran, requested assistance with motel voucher for \$726.80.
7. Casado, ARMY veteran, requested assistance with auto past due of \$1423.06. Referred by Regina B. meeting. Simultaneous veteran.
8. Morales, AIR FORCE veteran, requested auto repair for \$731.42. Referred by the Tarryville Center.

Total is \$7,462.32

Referred 16 veteran families for Turkey giveaways.
Referred 8 veterans for employment services.
Referred 2 veterans for legal services.
Referred 7 veterans for disability compensation.
4 applications declined.

OFFICERS' REPORTS – cont on next page

OFFICERS' REPORTS – continued

JUDGE ADVOCATE – Ed Infante

- No Report

MEMBERS AT LARGE

- Eric Schroeder
 - Spoke about concerns of personal information being given to AUX for mailers.
 - Commander Evin states will look into it.
- Dennis DeRosia
 - Spoke about Korean War luncheon and speakers on 11/20.

UNFINISHED BUSINESS

- Cindy Baker- Resurfaces the need for a “zero tolerance” statement to be added to website.
- Brian Fleming, Jr- Motion
 - “I would like to make a motion to rescind the previous motion from the November 4th E-Comm meeting that stated, “Under no circumstances will there be any meal or beverage given outside of the TOAST system and no board member, past or present, or any Post member will be comped (free of charge) a meal or beverage.”
 - M/S/D/C- Ayes- 14, Nays- 2 (Motion Carries)
- Brian Fleming Jr., Motion
 - “I move that the house committee be charged with creating a set of policies that will govern our food and beverage practices, and that set of policies be approved by the Executive committee”
 - M/S/D/C- Motion carried unanimously.
- Brian Fleming, Jr.
 - At this time, the board was never provided with an update from Commander Planto, and he continues to hold on to the access and passwords to the Post administrative rights. We as a board need to nominate a trustworthy member (in good standing) to take control of those passwords immediately.
 - Motion to table until Jan meeting and Commander will provide an inventory.
 - M/S/C- Motion carried

NEW BUSINESS

- Anthony Morales, 2nd Vice
 - Presents motion to approve donation of \$5k to Home Front America
 - M/S/NC- Aye- 1, Nays- 14, motion does not carry.
- Rich Frauenzimmer, Historian
 - Presents motion to all Gold Star Rider Foundation to present at GMM.
 - M/S/D/C: Motion carried unanimously.
- Rich Frauenzimmer, Historian
 - Presents motion to accept elected officers of ALYC for 2022.
 - M/S/C: Motion Carried Unanimously

- Bob Wine, Finance Officer
 - Presents motion
 - I move the approve the proposed budget for Membership and Business and Capital budget, there will be a Dec 15th Finance Committee meeting and will review the budgets and prepare any amendments to be presented in the Jan E-Committee meeting for approval.
 - M/S/C- Motion carries unanimously
- Brian Fleming, Jr. 1st Vice Cmdr.
 - Presents motion
 - “I would like to make a motion that the Second Vice commander is reinstated with the responsibilities of the Post Entertainment, as per the Bylaws, section 5.6.4.3”
 - M/S/D
 - Discussion concerning bylaws and 2nd Vice responsibility
 - M/S/D/C- Ayes- 12. Nays- 2, motions carried by 2/3rd vote.
- Cindy Baker, 3rd Vice Commander
 - Motion to approve \$35,825 for Boys State, Boy Scouts, and AL Baseball budget
 - M/S/C- motion carries unanimously
- Commander
 - Request motion to approve House Committee’s request, not to exceed \$12k for repairs to long gate, and magnet lock.
 - M/S/C- Motion carries unanimously
- Brian Fleming, Jr.- Motion
 - “I would like to make a motion that the Post and its officers enforce the Newport Beach Municipal Code Section 11.08.040, and prevent all persons from parking on Post property with the intentions of staying in their vehicle overnight.”
 - M/S/C- motion carries unanimously

GOOD OF THE LEGION

- Commander, Evin Planto
 - Request 360 review as Commander from officers.
 - Feedback given, honest dialogue.
 - Commander thanks for honest and open feedback.

ADJOURNED: 2339 hours.