



**AMERICAN LEGION NEWPORT HARBOR POST 291
EXECUTIVE COMMITTEE MINUTES
THURSDAY, 07 OCTOBER 2021**

CALL TO ORDER: Appx. 1830 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 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 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 type="checkbox"/> Nick Giordano, 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"/> 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 type="checkbox"/> Rich Frauentzimmer, Historian | <input checked="" type="checkbox"/> Dennis DeRosia, M.a.L. |

Excused: Bob Grundmeyer, Rich Frauentzimmer, Kevin Van Otterloo, Eric Schroeder, Nick Giordano

MEETING HAS QUORUM

INTRODUCTION OF GUESTS & GUEST COMMENTS:

M Mailman, K. McClure – No Comments

Affiliates and Programs Reports:

- Auxiliary Unit 291 – 2nd Vice, Dana Johnston
 - Collecting School Supplies
 - 10/30- Children’s Halloween Party
 - 11/18- Holiday Boutique
 - End of Feb- Sweethearts Ball
- SAL Squadron 291 – Commander Tim Sullivan
 - Spoke of upcoming events
- ALYC – Commodore Bruce Batcheller
 - Membership rose to 884
 - Spoke of other upcoming events
- Honor Guard – Commander Brian Fleming Jr.
 - 58 Events completed
 - 5+ pending this month
 - 21 active members

Minutes Approval

- All Board members received copies of the Executive Board Minutes:
 - Minutes for 02 September 21 Regular E Board Meeting
- The Commander asked for a motion to approve the 02 September E Board Minutes
 - M/S/C:** The motion approved unanimously.

Correspondence

- Adjutant David Zamudio – None to report

Committee Reports

- House Committee – Mike Mailman



House Committee- Chef Toys

- Kitchen Equipment Bid- Chef Toys
 - <https://review.aq-fes.com/quote/CEzuFNC5>
 - 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

- Finance Committee – Bob Wine
 - Discussion Finance Committee meeting.
- Audit Committee- Chair
 - No Report
- Donations Committee – Cory Vigil
 - Will report during Officer Report

OFFICERS' REPORTS

COMMANDER'S COMMENTS/REPORT -Evin Planto

- Email blast to post members soliciting for volunteers, had 32 responses.
- Discussion on meeting with City Councilmen to discuss lease
 - Discussion presented by Jr. Past Commander questioning why we are discussion the lease since it is until 2028.
 - Presented concerns about the ADA compliance of the post.

OFFICERS' REPORTS – cont on next page

OFFICERS' REPORTS - continued

ADJUTANT – David Zamudio

- No Reports

1ST VICE COMMANDER – Brian Fleming Jr. – Membership

- 2021 Membership Goal- 4151
 - Renewal by Oct 15th (52%) 65 new members

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

- Spoke of upcoming events
 - 2021 Holiday Events
 - 11/7 – due to time change, will move bands start times back one hour.

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

- Discussion concerning Boys Scouts (want to sponsor 6-8 scouts)
- Discussion on AL Baseball and list of volunteer opportunities.


JR. PAST COMMANDER – Jon Reynolds

- Presented discussion on Audit done by city
 - Our auditor shows we don't owe and is contradictory with the City stating we owe \$250K
 - States the problem is not an audit issue but more a legal issue.
 - States that the Post needs to push back and engage our new counsel and bring them up to speed on the situation.

OFFICERS' REPORTS – continued

FINANCE OFFICER – Bob Wine


- Profit and Loss / Cash Flow Projection



Finance Officer- Bob Wine

AL 291 BUSINESS P&L BY CLASS 10/6/2021

YTD 2021	ADMIN	BAR	RESTAUR	BANQUET	TOT REST BANQ	HALL	CUSTODIAL	MARINA	TOTAL	PYC	DIFF
TOT INC	3,600	313,080	914,448	141,932	1,056,380	43,595		270,137	1,686,793	1,314,112	372,681
COGS		234,424	870,308	162,265	1,032,572				1,266,996	1,081,588	185,408
GP	3,600	78,656	44,141	-20,333	23,808	43,595		270,137	419,797	232,524	187,273
GP %		25%	5%	-14%	2%						
EXPENSES	89,591	92,648	108,597	5,024	113,620	55,618	123,866	141,296	616,639	590,992	25,647
NET ORD INCOME/LOSS	-85,991	-13,991	-64,456	-25,356	-89,812	-12,023	-123,866	128,841	-196,842	-358,468	161,626
OTHER INC	10,634		723		723				11,357	25,168	-13,811
PAC FEE	225,463								225,463	276,113	-50,650
PPP	254,100								254,100	254,100	
ERTC	114,666								114,666		114,666
NET INCOME/LOSS	404,205	-13,991	-63,733	-25,356	-89,089	-12,023	-123,866	128,841	294,077	-57,188	351,265
BANK BALANCES:											
										PYC	
WELLS FARGO	386,788.79		273,308.07								
UNION	241,391.39		195,817.80								
COMERICA	246,783.93		246,594.86								
CHASE	249,023.39		241,979.30								
CD'S	1.00		104,298.84								
B OF A	250,027.00		250,004.00								
FARMERS	250,184.60		200,000.44								
CITY	250,000.00										
TOTALS	1,874,200.10	1,512,003.31									



Finance Officer- Bob Wine

Newport Harbor Post 291
Cash Flow Projection for the Period 10/05- 12/31/2021

	10/5 - 10/31	11/1 - 11/30	12/1 - 12/31
Cash: Beginning*	\$ 1,746,568.13	\$ 1,760,597.38	\$ 1,729,637.55
Add: Cash Inflows			
Membership Fees	70,000.00	15,000.00	26,500.00
Marina Rents	20,855.63	26,000.00	26,000.00
Restaurant Sales @ \$5000/day	130,000.00	150,000.00	155,000.00
Hall Rentals	5,970.00	600.00	5,700.00
Banquet Food	27,892.00	15,985.00	15,630.00
Facility Fees	9,000.00		
Total Cash Inflows	263,717.63	207,585.00	228,830.00
Deduct: Cash Outflows			
Food & Beverage Cost @ 45%	71,051.40	74,693.25	76,783.50
Entertainment	8,500.00	8,500.00	8,500.00
Payroll**	105,000.00	100,000.00	150,000.00
Health Insurance	7,000.00	7,000.00	7,000.00
Liability Insurance			
Marina Insurance	1,829.00	1,829.00	1,829.00
D&O Insurance			
Outside Custodial Service	14,000.00	14,000.00	14,000.00
Repairs & Maintenance	20,000.00	1,000.00	1,000.00
Telephone	315.00	315.00	315.00
Utilities	5,600.00	5,600.00	5,600.00
Rent		11,500.00	11,500.00
Credit Card	2,500.00	2,500.00	2,500.00
Credit Card Fees	3,692.98	3,807.58	3,909.64
Misc	1,400.00	1,400.00	1,400.00
Mileage	2,800.00	1,400.00	1,400.00
Capital Outlays	6,000.00	5,000.00	15,000.00
Total Cash Outflows	249,688.38	238,544.83	300,737.14
Cash: Ending	\$ 1,760,597.38	\$ 1,729,637.55	\$ 1,657,730.41
Monthly Increase /Decrease	\$ 14,029.25	\$ (30,959.83)	\$ (71,907.14)

* Doesn't include VEF fund
** Includes P&R taxes & WC

HISTORIAN – Richard Frauenzimmer

- Excused

SERGEANT AT ARMS – Bob Grundmeyer

- Excused

OFFICERS' REPORTS – continued

CHAPLAIN – Ken Wilson

- ❑ Reinstated the Buddy Calls
 - GWOT 193
 - 141 had emails
- ❑ Discussed Vet Coffee Talk
- ❑ Two Memorial services scheduled for October, looking for additional Pastor
- ❑ Condolence Cards on hold until we can access the names

SERVICE OFFICER – Cory Vigil

- ❑ Gave Monthly Update



Service Officer – Cory Vigil

Monthly Update for Service Officer			for the Oct 7, 2021 E-Board	
6510 Donations	2020 Actuals	2021 Budget	2021 Actual thru Sept 30	% of 2021 Budget thru Sept 30
6519 Honor Guard	\$ 3,279.98	\$ 2,500.00	\$ 2,170.79	87%
6521 Unrestricted Service Officer Expense	\$ 13,180.74	\$ 10,000.00	\$ 7,983.33	80%
6522 Restricted VEAF expense	\$ 70,916.34	\$100,000.00	\$ 66,758.61	67%
6515 Oratorical				0%
6510 Donations other	\$ 26,171.91	\$ 20,000.00	\$ 5,598.17	28%
Total 6510 expenses	\$113,548.97	\$132,500.00	\$ 82,510.90	62%
4520 VEAF current balance			\$ 107,119.61	
Sept Donations Out			\$ 2,500.00	
Sept VEAF Donations Out			\$ 6,225.75	



Service Officer - Cory Vigil

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

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

Total is **\$8,225.75**

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

- Will discuss in closed session.

MEMBERS AT LARGE

- No Reports

UNFINISHED BUSINESS

- Cindy Baker- discussion on having something on website discussing sexual harassment.
 - Update all signage rules.

NEW BUSINESS

- Commander Evin Planto
 - Motion to allow the kitchen remodel expenditure not to exceed \$105,652.34
 - M/S/C: Motion Carried unanimously
 - Motion to purchase airphone install for \$7,72.32
 - M/S/C; Motion carried not to surpass amount.
- Finance Officer, Bob Wine
 - Motion to move forward with A/C for hall not to exceed \$185,000.00.
 - M/S/C: Motion carried unanimously.
- 3rd Vice Cmdr., Cindy Baker
 - Discussion on retention of video data for post security.
 - Presents motion to change the retention of video date from 2 weeks to 4 weeks.
 - M/S/C: motion carried unanimously.
- M.a.L., Dennis De Rosia
 - Motion to purchase airphone install, not to exceed \$7,72.32.
 - M/S/C; Motion carried not to surpass amount.
 - Motion presented- To form a Lease Committee, participants to be picked by Commander Evin and findings will be presented to E Board prior to any action for approval.
 - M/S/C- Motion carried unanimously.
 - Service Officer, Cory Vigil
 - Motion to donate \$1500.00 for this event and in general to this veteran organization.
 - M/S/C: Motion carries unanimously.

GOOD OF THE LEGION

- No Comments

Closed Session

- Judge Advocate, Ed Infante
 - Judicial Findings
 - Discussion of August 12, 2021 Incident Report and findings
 - Against Post Legionnaire, driving intoxicated
 - Motion to suspend privileges of Post Legionnaire for six (6) months and one (1) year probation after. Adjutant to send letter to legionnaire.
 - M/S/C- Motion carried unanimously

ADJOURNED: 2119 hours.