



**AMERICAN LEGION NEWPORT HARBOR POST 291**  
**215 15<sup>th</sup> Street, Newport Beach, CA 92663**  
**GENERAL MEETING MINUTES Template**  
**Wednesday, 09 March 2022**

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:**

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> Evin Planto, Commander                  | <input checked="" type="checkbox"/> Richard Reyna, 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 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 Frauzimmer, Historian               | <input checked="" type="checkbox"/> Dennis DeRosia, M.a.L.     |

Meeting has Quorum

**Excused:** Rich Frauzimmer, Nick Giordano

**Honored Guests:** Robert Brower, Dean Kessel (AL National)  
 Chanin Nuntavong (AL National)

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

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

**Auxiliary Unit 291**  
**Dana Johnston, 2<sup>nd</sup> Vice President**

- Poppy Stuffing
  - March 14, Main Hall (11am – 5pm)
- E-Board mtg- 10 March 2022
- GMM - 03/16/2022
- Sees Candy Fundraiser- now until 25 March 2022
- Mardi Gras party - Huge Success
  - 100 Attendees
  - Great raffle ticket sales

**Auxiliary Unit 291**  
**Dana Johnston, 2<sup>nd</sup> Vice President**

- Mardi Gras

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

- Spoke about upcoming event: Fins and Fairways

## American Legion Yacht Club – Tommy Wheeler, Commodore




### American Legion Yacht Club Commodore, Tommy Wheeler

**Membership:**

- Up to 794 changing daily.
- Managing renewals now.

**Events**


- February New Member Orientation -10 new members
- General Membership Meeting held via zoom - 45 members
- SCYA Midwinters Regatta and awards Dinner - 11 boats registered
- Saturday evening Social - 50 members attended
- Administrative Assistant has made many updates to the website and Facebook.

**Events coming up:**

- Saturday Evening Social 3/12 5 - 7 PM West Patio
- Valor Harbor Cruise Auxiliary National President 3/15
- ALYC Commodore's Ball and Change of Watch scheduled for 3/19/2022
- New Open Ocean Race Series - 3/26 Whale Regatta and 8/14 Refraction Regatta.
- Introduction to Sailboat racing conducted by BCYC Paul DeCapua


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



### Post 291 Honor Guard / Color Guard

- **14 events completed in 2022**
- **2 additional pending for the month**
- **26 active members**
- **Averaging approx. 6+ services per month**



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## House Committee – Mike Mailman, Chair



### House Committee - Chair, Mike Mailman

- Saint Patrick's Day
- Researching Bingo or Poker Night
- New hardware for alarm system to include new motion sensors and smoke detectors
- HVAC Update for Main Hall
- New antislip and fatigue mats for the bar.
- Researching consultants to create goals for staff bonus structure and job descriptions.
- SK Design Group Prepare electrical / mechanical plumbing kitchen plans 4500.00
- Looking at enhancing our wine list.
- Helix oven in the kitchen needs to be repaired not to exceed \$3500.00
- HC approved BBSI contract extension for 1 more year. Part of which is also to renew post workers comp policy.
- HC determined we need to be making 44K a month to break even Kitchen
- HC approved BBSI contract extension for 1 more year. Part of which is also to renew post workers comp policy.
- AES Structures Inc will provide structural engineering design for kitchen hood. 4800.00

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### House Committee - Chair, Mike Mailman

- **Front Office Remodel**
  - Wednesday - painters will patch ceiling, servers and computers will be moved.
  - Thursday - Junk and stuff will dispose of furniture, new shutters will be installed 3-5pm
  - Thursday or Friday - they will start painting
  - Saturday - flooring to be installed
  - Sunday - base boards installed
  - Monday - new furniture, computers and servers are reinstalled.
- We are boxing up any product from Russia


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**General Membership Meeting Minutes:** Commander Planto requested the following motion be presented.

- A motion was presented to waive the reading of the Minutes for 09 March 2022 General Meeting.
- M/S/C: Carried Unanimously
- A motion was presented to approve the Minutes for 09 March 2022 General Meeting.
- M/S/C: Carried Unanimously

**Executive Committee Reading of Motions:** Commander Planto requested the following motion be presented.

- A motion was presented to waive the reading of the Minutes for 09 Jan 2022 Executive Committee Meeting.
- M/S/C- Carried Unanimously



**Executive Committee Meeting Motions**  
**03 March 2022**

**Unfinished Business**

**Motion #1**  
Commander, Evin Planto requests for a motion:  
Member at Large, Mike Shubert presents motion  
"Motion to approve the 2022 Election Campaign Rules"  
M/S/D/C Motion Carries Unanimously

**Motion #2**  
Lt. Past Commander, Jon Reynolds presents motion:  
"I move that the following Post 291 Officers be designated the sole and exclusive Post 291 representatives to engage with personnel with the City of Newport Beach, both Staff and City Counsel, on all matters related to Post 291 Audits and the Post 291 Lease; and these two Post 291 Officers shall have authority to consult with attorney Paul Tetzkoff of the firm Newmeyer Dillon and his recommended consultant. The two Post 291 Officers are: Finance Officer Bob Wine and Member at Large Eric Schroeder. Any and all Post 291 decisions on actions related to Post 291 audits and the Post 291 Lease must be approved by the Post 291 Executive Committee."  
M/S/D/C Motion Carries

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**Executive Committee Meeting Motions**  
**03 March 2022**

**NEW BUSINESS**

**Motion #1**  
Service Officer, Cory Vigil presents motion:  
"A motion to approve an eight-week campaign to raise restricted donations for the Veteran Emergency Assistance Fund (VEAF) starting March 30<sup>th</sup>, 2022 and ending on Memorial Day, May 30<sup>th</sup>, 2022. Campaign goal is \$30,000.00."  
M/S/C Motion Carries Unanimously

**Motion #2**  
Lt. Past Commander, Jon Reynolds presents motion:  
"Motion to approve the American Legion Yacht Club 2022 updated Bylaws."  
M/S/D/C Motion Carries Unanimously

**Motion #3**  
Adjutant, David Zamudio requests for a motion:  
Lt. Past Commander, Jon Reynolds presents motion:  
"Motion to change the General Membership Meeting agenda and place the New Member Induction after Unfinished Business."  
M/S/D/C Motion Carries Unanimously

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**Executive Committee Meeting Motions**  
**03 March 2022**

**Motion #4**  
Adjutant, David Zamudio requests for a motion:  
1<sup>st</sup> Vice Commander, Brian Fleming Jr. presents motion:  
"Motion to read the Executive Committee motions, from the last meeting, at the General Membership meeting after the approval of the minutes."  
M/S/C Motion Carries Unanimously

**Motion #5**  
Finance Officer, Bob Wine presents motion:  
"I move that the Executive Committee authorize the amount, not to exceed \$10,000.00 if a retainer is needed for a consultant as Eric Schroeder and I start the approved city audit motion."  
M/S/D/C Motion Carries Unanimously

"NO FURTHER MOTIONS"

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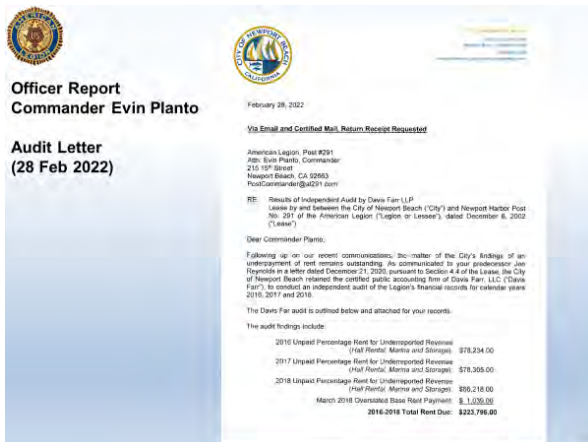
**Correspondence**

- None to report

## Officer Reports:

### Commander Evin Planto –

- Commander discussing upcoming events
- Discussion and passionate conversation concerning Audit Letter received from City of Newport Beach.



### Adjutant David Zamudio –

No Report

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

- Discussed recruitment strategy for Post 1000 members within our region.

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

- **Current Post Membership = 3,639 Legionnaires**
- **2021-2022 Goal = 4,151**
  - 512 over last years Goal
- **Current Membership Numbers for 2022@ National = 3,639 (87.6%)**
  - Mar 9<sup>th</sup> Goal = 90.0% (3,528)
  - Good thru 2021 = 603
  - New Members 2022 = 373
    - 23 more new members this month

### 2<sup>nd</sup> Vice Commander Anthony Morales

- Spoke about upcoming band events and thanked members for attending.

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

- Discussion on what is Boy's State, Girl's State, AL Baseball and Boy Scouts.



**3rd Vice Cmdr., Cindy Baker**

- **Boys State 2022**
  - 29 Candidates interviewed
  - Sponsoring 26 Delegates
  - <https://www.youtube.com/watch?v=ViiYJzqGC5w>
- **Girls State**
- **American Legion Baseball**
- **Boy Scouts**
  - Coordinating Merit Badge clinic at the Post.


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**Jr. Past Commander Jon Reynolds –**

- Comments an explanation on history concerning the Audit Letter presented.
  - Explained the Motion approved by EC to have two officers included.
  - Discussion and comments from membership floor.

**Finance Officer Bob Wine – Post Financial Operations.**

- Revenue and Expenditures



**Finance Officer, Bob Wine**

Newport Harbor Post 291 Condensed Business & Membership Revenue & Expenditures Two Months Ended 2/28/22 and 2/29/20			
	Two Months ended 2/28/22	Two Months Ended 2/29/20	Difference
<b>Business:</b>			
Revenue	\$ 377,728.00	\$ 335,724.00	\$ 42,004.00
Expenditures	430,840.00	369,987.00	60,853.00
Net of Revenue and Expenditures	(53,112.00)	(34,263.00)	(18,849.00)
<b>Membership:</b>			
Revenue	37,650.00	78,720.00	(41,070.00)
Expenditures	81,417.00	81,115.00	2,302.00
Net of Revenue and Expenditures	(43,767.00)	(2,395.00)	(43,372.00)
Combined Totals	(98,879.00)	(36,658.00)	(62,221.00)
Facility Fees	21,585.00	43,160.00	(21,575.00)
<b>Combined Net of Revenue &amp; Expenditures</b>	<b>(77,294.00)</b>	<b>6,502.00</b>	<b>(83,796.00)</b>

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**Historian Rich Fraenzimmer**

- Excused

**Sergeant at Arms Bob Grundmeyer**

- No Report

**Chaplain Ken Wilson**

- No report, words of wisdom to membership

**Service Officer Cory Vigil (presented by Chaplain Ken Wilson)**

**Service Officer, Cory Vigil**

Monthly Update for Service Officer		for the March 3, 2022 E-Board		
6510 Donations	2021 Actuals	2022 Budget	2022 Actual thru Feb 28	% of 2022 Budget thru Feb 28
6519 Honor Guard	2,842.34	2,500.00	-	0%
6521 Unrestricted Service Officer Expense	10,000.00	15,000.00	6,177.44	41%
6522 Restricted VFAF expense	84,573.73	100,000.00	15,889.51	16%
6515 Oratorical	-	-	-	0%
6510 Donations other	21,804.50	20,000.00	7,307.46	37%
<b>Total 6510 expenses</b>	<b>119,220.57</b>	<b>137,500.00</b>	<b>29,874.41</b>	<b>21%</b>
<b>4520 VFAF current balance</b>			<b>99,823.19</b>	
Feb Donations Out			6657.44	
Feb VFAF Donations Out			8137.69	

**Service Officer - Cory Vigil**

**Veterans Served in February:**  
A. Items approved or rejected:

1. **ARMY** veteran requested assistance with storage item for \$859.60. Referral from the AL front office after calling in.
2. **NAVY** veteran, Turley Center requested assistance with motel vouchers for \$311.36.
3. **ARMY** veteran requested rental assistance for \$1000.00 and was referred by OC 211.
4. **ARMY** veteran passed away and sister requested cremation services for \$1050.00. Cremation shipped to Surprise, Arizona.
5. **NAVY** veteran requested assistance with auto past due amount for \$1775.00. Referred by CRRC Santa Ana VA.
6. **USMC** veteran requested assistance for motel in Brea for \$284.45. Referred by Wound Walk.
7. **ARMY** veteran requested rental assistance for \$675.00. Referred by Tom Blacamp.
8. **ARMY** veteran requested motel assistance for \$685.31. Referred by the Turley Center.
9. **NAVY** veteran requested motel assistance for \$151.00 and clothing from Ross for \$65.67. Referred by the Turley Center.
10. **ARMY** veteran requested \$400 in transportation assistance with Lyft and Uber. Recommended by the SOC FRC in Lake Forest.

**\$8,137.69**

**\$2500.00 donation to American Veterans Assistance Group**

Ordered 7 DD 214's  
Delivered 5 gas cards  
Assisted 3 grocery cards to Senior veterans  
Assisted 2 burials  
Referred 3 for employment services  
Referred 4 to the American Legion H.B. 133  
Referred 2 to Dana Point VFW  
Assisted 2 homeless veterans  
Referred 2 to Veterans Legal Institute  
Assisted 5 veterans with disability compensation  
Furnished clothing for 7 veterans  
Assisted 2 veterans with Lyft and Uber transportation

**Judge Advocate, Richard Reyna**

- No Report

**Members at Large –**

**Member at Large Mike Shubert**



VIETNAM-Era U.S. NAVY SWIFT BOAT  
in recognition of National Vietnam War Veterans Day

**Vietnam-Era U.S. Navy Swift Boat PCF816**  
will dock at Post 291 from  
San Diego Maritime Museum  
Friday, April 8th thru Sunday, April 10th  
10:00 am - 4:00 pm

Dear the last fully restored swift boat  
from the Vietnam Era. Donations welcome.  
Proceeds will go to the museum.  
All guests visiting for Swift Boat tour enter through parking lot gate.

**WELCOME HOME VIETNAM PARTY**  
Saturday, April 9th  
All Post 291 members and their guests are invited!  
Tickets \$10 - \$200 (909) 479-5070 ext. 1100

Headquarters Post 291 of the American Legion  
133 29th Street, Newport Beach, California, 92663  
(949) 479-5070 | www.291.com

Mike Shubert

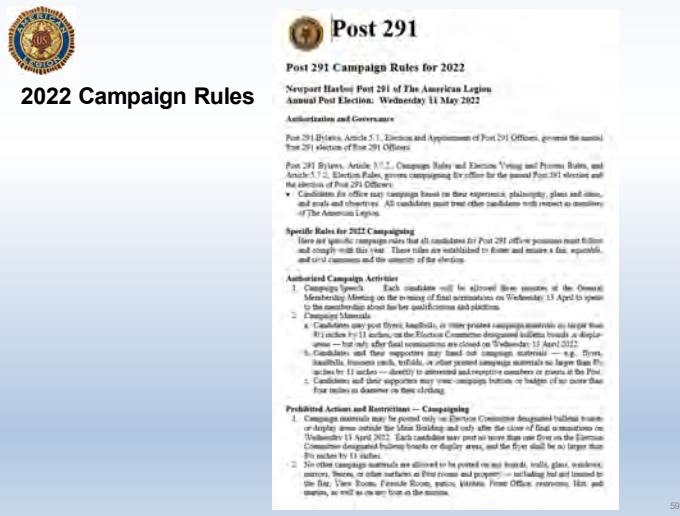
**Member at Large Mike Shubert**





# Unfinished Business

- 2022 Campaign Rules



**2022 Campaign Rules**

**Post 291**

**Post 291 Campaign Rules for 2022**

Newport Harbor Post 291 of The American Legion  
Annual Post Election: Wednesday 11 May 2022

**Authentication and Governance**

Post 291 Bylaws, Article 5.1, Election and Appointment of Post 291 Officers, governs the annual Post 291 election of Post 291 Officers.

Post 291 Bylaws, Article 5.1.2, Campaign Rules and Election Voting and Primary Rules, and Article 5.7.2, Election Rules, govern campaigning for office for the annual Post 291 election and the election of Post 291 Officers.

- Candidates for office may campaign based on their experience, philosophy, plans and ideas, and goals and objectives. All candidates must treat other candidates with respect as members of The American Legion.

**Specific Rules for 2022 Campaigning**

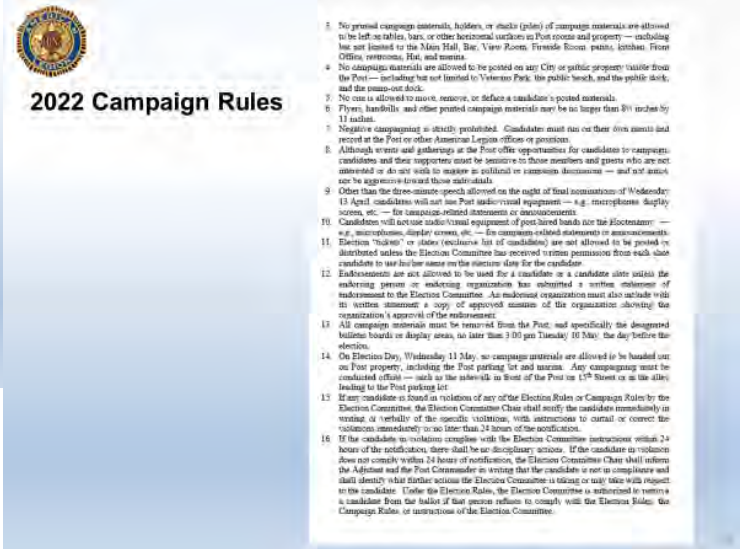
Here are specific campaign rules that all candidates for Post 291 office positions must follow and comply with this year. These rules are submitted to Home and ensure a fair, equitable, and level campaign and the success of the election.

**Authorized Campaign Activities**

- Campaign Speeches** — Each candidate will be allowed three minutes at the General Membership Meeting on the evening of final nominations on Wednesday, 13 April to speak to the membership about his/her qualifications and platform.
- Campaign Materials**
  - Candidates may post flyers, handbills, or other printed campaign materials no larger than 8 1/2 inches by 11 inches, on the Election Committee designated bulletin boards at display areas — but only after final nominations are closed on Wednesday, 13 April 2022.
  - Candidates and their supporters may hand out campaign materials — e.g. flyers, handbills, business cards, etc., or other printed campaign materials no larger than 8 1/2 inches by 11 inches — directly to interested and receptive members or guests at the Post.
  - Candidates and their supporters may wear campaign buttons or badges of no more than four inches in diameter on their clothing.

**Prohibited Actions and Restrictions — Campaigning**

- Campaign materials may be posted only on Election Committee designated bulletin boards or display areas outside the Main Building and only after the close of final nominations on Wednesday, 13 April 2022. Each candidate may post no more than one flyer on the Election Committee designated bulletin boards or display areas, and the flyer shall be no larger than 8 1/2 inches by 11 inches.
- No other campaign materials are allowed to be posted on any boards, walls, glass, windows, counters, benches, or other surfaces at Post rooms and property — including but not limited to the Bar, View Room, Parade Room, patio, kitchen, Front Office, restrooms, Hall, and entrance, as well as on any tree on the grounds.



**2022 Campaign Rules**

- No personal campaign materials, handbills, or checks (prints) of campaign materials are allowed to be left on tables, bars, or other horizontal surfaces in Post rooms and property — including but not limited to the Main Hall, Bar, View Room, Parade Room, patio, kitchen, Front Office, restrooms, Hall, and entrance.
- No campaign materials are allowed to be posted on any City or public property (outside from the Post) — including but not limited to Veterans Park, the public beach, and the public dock, and the ocean-out dock.
- No one is allowed to move, remove, or deface a candidate's posted materials.
- Flyers, handbills and other printed campaign materials may be no larger than 8 1/2 inches by 11 inches.
- Negative campaigning is strictly prohibited. Candidates must not use their own assets and record at the Post or other American Legion offices or positions.
- Although events and gatherings at the Post offer opportunities for candidates to campaign, candidates and their supporters must be sensitive to those members and guests who are not interested or do not wish to engage in political or campaign discussions — and not attempt nor be aggressive toward those individuals.
- Other than the three-minute speech allowed on the night of final nominations of Wednesday, 13 April, candidates will not use Post audio-visual equipment — e.g. microphones, display screens, etc. — for campaign-related messages or announcements.
- Electron "badges" or other electronic list of candidates are not allowed to be provided or distributed unless the Election Committee has received written permission from each state candidate to use for her name on the election day for the candidate.
- Endorsements are not allowed to be used for a candidate or a candidate slate within the endorsing person or endorsing organization has submitted a written endorsement of endorsement to the Election Committee. An endorsing organization must also include with its written endorsement a copy of approved mission of the organization allowing the organization's approval of the endorsement.
- All campaign materials must be removed from the Post and specifically the designated bulletin boards or display areas, no later than 3:00 pm Tuesday, 10 May, the day before the election.
- On Election Day, Wednesday, 11 May, no campaign materials are allowed to be handed out on Post property, including the Post parking lot and areas. Any campaigning must be conducted off-site — such as the sidewalk in front of the Post on 15th Street or in the alley leading to the Post parking lot.
- If any candidate is found in violation of any of the Election Rules or Campaign Rules by the Election Committee, the Election Committee Chair shall notify the candidate immediately in writing of violation of the specific violation, with instructions to correct or correct the violation immediately or no later than 24 hours of the notification.
- If the candidate in violation complies with the Election Committee instructions within 24 hours of the notification, there shall be no disciplinary actions. If the candidate in violation does not comply within 24 hours of notification, the Election Committee Chair shall inform the Adjutant and the Post Commander in writing that the candidate is not in compliance and shall identify what further actions the Election Committee is taking or may take with respect to the candidate. Under the Election Rules, the Election Committee is authorized to remove a candidate from the ballot if that person refuses to comply with the Election Rules, the Campaign Rules, or instructions of the Election Committee.

# Induction of New Members

- 1st Vice Commander, Brian Fleming Jr., presents inductees
- COUNT: 34 Inductees
- Motion to approve the induction of New Members to Post 291
  - M/S/C: Carried Unanimously
  - Commander Planto reads rules to new members.


# New Business

- 2022 Post 291 Elections – Officer Nominations (1st Round)



**Nominations of Post Officers**

- Structure**
  - Nominations at two successive GMMs — **March and April**
- Process**
  - “Raise Hand” to be recognized by Chair
  - Nominations will focus on only one Position at a time
  - Nominations do not require a Second (Robert's Rules)
  - Nominee must verbally acknowledge acceptance (Post Policy)
- Sequence of Elected Officer Positions for Nominations**
  - Commander
  - First Vice Commander
  - Second Vice Commander
  - Third Vice Commander
  - Finance Officer
  - Historian
  - Sergeant at Arms
  - Chaplain
  - Member(s) at Large



**2022 First Officer Nominations**

Second Nominations to be held at  
April 13th General Meeting

<b>COMMANDER</b>	Evin Planto
<b>1stVICE</b>	Brian Fleming, Jr., Richard Reyna
<b>2ndVICE</b>	Ray Ricard, Nick Giordano
<b>3rdVICE</b>	Cindy Baker
<b>FINANCE OFFICER</b>	None
<b>SGT AT ARMS</b>	Michael Mailman, Tim Bercovitz
<b>CHAPLAIN</b>	Ken Wilson
<b>HISTORIAN</b>	None
<b>MEMBERS AT LARGE</b>	Mike Shubert, Wayne Zippi, Fran Capitano, Bob Brower, Hector Storman

## Good of the Legion



## Good of the Legion

- **Campaigning Reminders**
  - Campaign Rules and Election Rules for 2022 will be posted on Post website and on Bulletin Board on west side of building
  - White Boards will be provided on West Patio to post candidate flyers
  - **No postings until after Second Nominations on Wednesday 13 April 2022**
  - Lamination of flyers for White Boards will be provided upon request
  - Candidates and supporters must be sensitive to those members and guests who are not interested or do not wish to engage in political or campaign discussions and must not annoy nor be aggressive toward those individuals
- **Individuals and Organizations not members of Post 291**
  - Employees
    - All Employees must remain uninvolved and neutral in campaign.
    - Must not be confronted nor subjected to abuse by campaigning efforts.
  - Post 291 Family Organizations
    - Inappropriate for non-Post members of Post Family organizations to publicly involve themselves in the campaign or on behalf of a candidate.

- Member in good Standing: Lynette Planto
  - Spoke about buddy calls
  - Women Vet Event on 2/20 was a great success.

**Chaplain Ken Wilson** - closing prayer.

The Meeting was adjourned at 2018 hours.