



**AMERICAN LEGION NEWPORT HARBOR POST 291
EXECUTIVE COMMITTEE MINUTES
THURSDAY, 07 APRIL 2022**

CALL TO ORDER: Appx. 1830 hrs.

INVOCATION: Kevin Van Otterloo

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 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 checked="" 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 checked="" type="checkbox"/> Rich Frauentzimmer, Historian | <input type="checkbox"/> Dennis DeRosia, M.a.L. |

Excused: B Grundmeyer, D. DeRosia, N. Giordano

MEETING HAS QUORUM

INTRODUCTION OF GUESTS & GUEST COMMENTS:

Skipper "Tim" Bercovitz

Affiliates and Programs Reports:

- Auxiliary Unit 291 – 2nd Vice, Dana Johnston
 - 100% Membership
 - April is Month of Military Child
 - Talked about upcoming events.

- SAL Squadron 291 – Tim Sullivan, Commander
 - No Report

- ALYC –Commodore, Tommy Wheeler
 - No Report

- Honor Guard – Commander Brian Fleming Jr.



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

Minutes Approval

- All Committee members received copies of the Executive Committee Minutes:
 - Minutes for 03 March 2022 E Committee Meeting
- The Commander asked for a motion to approve the 03 March 2022 E Committee Minutes
 - **M/S/C:** The motion approved unanimously.

Committee Reports

- House Committee – Mike Mailman
 - Discussed post sales
 - Discussed upcoming improvements
 - Discussed upcoming post events
 - Discussed staffing items

- Finance Committee – Bob Wine
 - Held meeting on 3/16
 - Reviewed financials with not anomalies.

- Entertainment Committee- Anthony Morales
 - No Report

- Lease Committee- Commander Evin Planto
 - No report

- Audit Committee- Bob Wine
 - No report

- Donations Committee – Cory Vigil
 - No Report

OFFICERS' REPORTS


COMMANDER'S COMMENTS/REPORT -Evin Planto

- Discussion on meeting with City concerning audit on 4/20/2022.
 - Will be attended by Finance Officer and Commander
 - Will discuss history of Legion
 - Discuss \$300k donated to veterans
 - Discuss Civic Activities

ADJUTANT – David Zamudio

- Present letter to give background for discussion of former AL 291 member requesting transfer to AL 291

1ST VICE COMMANDER – Brian Fleming Jr. – Membership




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

- **Current Post Membership = 3,845 Legionnaires**
- **2021-2022 Goal = 4,151**
 - 306 over last years Goal
- **Current Membership Numbers for 2022@ National = 3,845 (92.6%)**
 - **April 13th Goal = 95.0% (3,943)**
 - **Good thru 2021 = 603**
 - **New Members 2022 = 396**
 - 45 more new members this month

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

- No Report

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



 **3rd Vice Cmdr. Cindy Baker**

- **Boys State 2022**
- **American Legion Baseball**
- **Boy Scouts**


OFFICERS' REPORTS – continued

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											
4/6/2022											
YTD 2022	ADMIN	BAR	RESTAUR	BANQUET	TOT REST BANQ	HALL	CUSTODIAL	MARINA	TOTAL	PYC	DIFF
TOT INC	3,600	174,873	298,359	100,982	399,341	26,790		112,078	716,682	362,182	354,500
COGS		103,452	308,088	62,972	371,060				474,512	294,488	180,025
GP	3,600	71,421	-9,729	38,010	28,281	26,790		112,078	242,170	67,694	174,476
GP %		41%	-3%	38%	7%						
EXPENSES	43,909	44,010	53,879	1,082	54,961	21,307	29,815	56,413	250,414	171,337	79,077
NET ORD INCOME/LOSS	-40,309	27,411	-63,608	36,928	-26,681	5,483	-29,815	55,665	-8,245	-103,643	95,399
OTHER INC	2,508		200		200				2,707	4,021	-1,313
FAC FEE	82,425								82,425	66,105	16,320
NET INCOME	44,624	27,411	-63,409	36,928	-26,481	5,483	-29,815	55,665	76,887	-33,518	110,405
BANK BALANCES:											
		PYC									
WELLS FARGO	351,807.45	183,739.91									
UNION	228,130.05	211,862.75									
COMERICA	246,834.98	246,709.70									
CHASE	49,023.39	249,652.63									
CDs	300,015.15	1.26									
B OF A	250,038.00	250,015.00									
FARMERS	250,236.35	250,093.52									
CITY NAT'L	225,000.00	210,000.00									
TOTALS	1,901,085.37	1,602,074.77									



Finance Officer Bob Wine

Newport Harbor Post 291				
Cash Flow Projection for the Period 4/05/22 – 6/30/2022				
	4/5-4/30	5/1-5/31	6/1-6/30	Totals
Cash: Beginning*	\$ 1,806,997.72	\$ 1,782,799.12	\$ 1,761,650.10	\$ 1,806,997.72
Add: Cash Inflows				
Membership Fees	10,000.00	10,000.00	3,000.00	23,000.00
Marina Rents	19,175.00	26,000.00	26,000.00	71,175.00
Restaurant Sales (Apr \$4500; May-Jun \$5000)	117,000.00	155,000.00	150,000.00	422,000.00
Hall Rentals	2,227.00	7,475.00	7,970.00	17,672.00
Banquet Food	16,600.00	34,965.00	36,960.00	88,525.00
Facility Fees	39,325.00			39,325.00
Total Cash Inflows	204,327.00	233,440.00	223,930.00	661,697.00
Deduct: Cash Outflows				
Food & Beverage Cost @ 40%	53,440.00	75,986.00	74,784.00	204,210.00
Entertainment	7,800.00	8,000.00	8,000.00	23,800.00
Payroll**	105,000.00	100,000.00	100,000.00	305,000.00
Health Insurance	6,200.00	6,200.00	6,200.00	18,600.00
Liability Insurance			8,911.75	8,911.75
Marina Insurance	2,900.00	2,900.00	2,900.00	8,700.00
D&O Insurance		2,235.00		2,235.00
JB Cleaning Co.	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	3,085.60	4,451.02	4,394.88	11,931.50
Misc	1,400.00	1,400.00	1,400.00	4,200.00
Mileage	1,400.00	1,400.00	1,400.00	4,200.00
Capital Outlays	25,750.00	18,967.00	45,000.00	89,717.00
Total Cash Outflows	228,525.60	254,589.02	286,040.63	769,155.25
Cash: Ending	\$ 1,782,799.12	\$ 1,761,650.10	\$ 1,699,539.47	\$ 1,699,539.47
Monthly Increase /Decrease	\$ (24,198.60)	\$ (21,149.02)	\$ (62,110.63)	(45,347.62)
* Doesn't include VCAF fund				
** Includes P&R taxes & WC				

OFFICERS' REPORTS – continued

HISTORIAN – Richard Fraenzimmer

- No Report

SERGEANT AT ARMS – Bob Grundmeyer

- Excused

CHAPLAIN – Ken Wilson

- Spoke about veteran outreach calls (50% of 500 Members)
- Spoke about memorials in May

SERVICE OFFICER – Cory Vigil



**Service Officer
Cory Vigil**

Veterans Served in March:
A. Items approved or rejected:

1. *NAVY veteran*, Micheal Villegas requested assistance with emergency dental at Sunbit for \$1,039.39. Referred by Rosey Dental.
2. *USMC veteran*, David Gallegos requested clothing and hygiene from Ross Store for \$364.23. Found during outreach.
3. *NAVY veteran*, Danessa Cordova requested assistance with Xcel past due bill for \$1,419.61. Referred by OC211.
4. *NAVY veteran*, Gustavo Rosas requested assistance with AWS certification for \$102.99. Referred by Coastline Community College.
5. *ARMY veteran*, Thomas Balko requested assistance for wheelchair ramp for \$1500.00 in collaboration with Habitat for Humanity.
6. *NAVY veteran*, Ehron Miller, requested assistance with college tuition for specialized program for \$1000.00. Referred by Tom Boscamp from Coastline Community College.
7. *ARMY veteran*, Tiffani Lewis, requested assistance for sports program/daycare for the amount of \$364.00. Referred by Tustin Family Resource Center.
8. *ARMY veteran*, Jennifer Hughes, requested assistance with past due auto payment for \$1412.01.

\$7649.06

Ordered 7 DD-214's
Delivered 8 gas cards
Delivered 14 grocery cards
Assisted 1 burial
Referred 3 for employment services
Referred 1 to the American Legion H B 133
Assisted 2 homeless veterans
Assisted 5 veterans with disability compensation
Purchased clothing for 1 veteran
Assisted 8 veterans with Lyft and Uber transportation
Referred 1 to Riverside American Legion

\$100 Life Aid Donations
\$1000 Veteran's Legal Institute
\$1000 in grocery cards for Coastline Community College (Foley's Office)
\$2000 Stand & Salute Campaign
\$2500 Boy Scouts of America
\$100 Gas cards

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 VEAFF 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%
Total 6510 expenses	119,220.57	137,500.00	29,374.41	21%
4520 VEAFF current balance			99,823.19	
Feb Donations Out			6657.44	
Feb VEAFF Donations Out			8137.69	

OFFICERS' REPORTS – continued

JUDGE ADVOCATE – Richard Reyna

- Request closed Session at end of meeting.

MEMBERS AT LARGE

- Mike Shubert
 - Law & Order event April 26th. (Ordered 25 plaques)
 - Vietnam Welcome Home Event- April 8-10. (Large turnout expected)

UNFINISHED BUSINESS

- M.a.L, Mike Shubert – In support of Vietnam Welcome Home Event.
 - Motion to approve additions funds totaling \$6k, \$2500 to San Diego Maritime Museum, \$2500 to El Toro Sea Cadets, \$1000 to Swift Boat Crew for preventative maintenance.
 - M/S/C: Motion carried unanimously

- Commander Evin Planto
 - Motion moved to discussion during closed session.

NEW BUSINESS

- None to report

GOOD OF THE LEGION

- None to report

CLOSED SESSION

- Item # 1- Discussion of prior member's requesting approval of transfer.
 - Prior member was prohibited from rejoining Post 291.
 - Issues was adjudicated and matter closed.
 - First Vice Commander (membership) instructed by Commander to draft and send letter.
- Item # 2 - Judge Advocate presents findings on member from Judicial Committee.
 - Recommendations of suspension of Post Privilege for 30 days.
 - M/S/D/C: Motion Carried Unanimously
- Item # 3- Commander Planto holds discussion on donating money to assist in boat repairs
 - E- Comm requests more information before bringing to vote.

ADJOURNED: 2111 hours.