



**AMERICAN LEGION NEWPORT HARBOR POST 291  
EXECUTIVE COMMITTEE MINUTES  
THURSDAY, 02 JUNE 2022**

**CALL TO ORDER:** Appx. 1830 hrs.

**INVOCATION:** Tim Bercovitz

**PLEDGE OF ALLEGIANCE:** 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 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 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 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:** K. Wilson, B. Grundmeyer, R. Frauentzimmer,

**MEETING HAS QUORUM**

**INTRODUCTION OF GUESTS & GUEST COMMENTS:**

Mike Mailman (Legionnaire)

Tim Bercovitz (Legionnaire)

Hal McNaughton (Legionnaire)

John Gates (Air Purification Representative)

**Affiliates and Programs Reports:**

- Auxiliary Unit 291 – 2<sup>nd</sup> Vice, Dana Johnston



- SAL Squadron 291 – Tim Sullivan, Commander
  - Fins & Fairways
    - 55 ppl. Fishing – 11 boats
    - 130 golfers
  - Membership is up by 214
  - Spoke about upcoming Flag Day Event

- ALYC –Commodore, Tommy Wheeler



## American Legion Yacht Club



**Membership**  
Up to 850 changing daily.

**Financial**  
Bank Balance ~\$

**Events**  
Opening Day 5/1 Great success  
May New Member Orientation new members  
Started Monday Evening Sundowners series and dinner  
Started the Model Yacht Tuesday Evening series at Mason Lake Irvine  
Saturday evening Social-Military Hum or approximately 60 members attended  
New Pictures on Facebook.  
Conducted first Standup Paddleboard (SUP) Clinic

**Events coming up**  
Sunday Harbor Cruise 6/5,7/10, 8/7 All sold out  
Valor Harbor Raft up 6/11  
Saturday Evening Social and Raft Up BBQ 6/11 5-7 PM West Patio  
Annual Sailboat Skippers Meeting 6/16  
OGBP Skippers Meeting #1 6/30  
Sundowners Series  
Model Yacht Racing Series  
Old Glory Boat Parade 7/4

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- Honor Guard – Commander Brian Fleming Jr.



## Post 291 Honor Guard / Color Guard

- 36 events completed in 2022
- 4 additional pending for the month
- 24 active members
- Averaging approx. 6+ services per month
- Department Competition: June 24th




### Minutes Approval

- All Committee members received copies of the Executive Committee Minutes:
  - Minutes for 05 May 2022 E Committee Meeting
- The Commander asked for a motion to approve the 05 May 2022 E Committee Minutes
  - **M/S/C:** The motion approved unanimously.

## Committee Reports

- House Committee –



**House Committee**

**May House Committee Report**

1. ALYC discussions to provide a Duffy and paddle boards to their members. Questions to ALYC from HC to be send in June.
2. ABC training to be completed by July 1– 2 completed, 18 required (completion mandate 6/15)
3. Adding two additional kitchen staff to full time
4. Sending a letter to the city requesting HVAC installation
5. City is going to require an economizer as part of the AC installation. We will receive a revise quote. The Commander will work with Ontario Refrigeration to help argue our case to the City.

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- Finance Committee – Bob Wine
  - Held meeting 4/15/22
  - Reviewed financials with no anomalies.
- Entertainment Committee- Anthony Morales
  - No Report
- Lease Committee- Commander Evin Planto
  - Announced Lease Committee Chair: Terry Banger
- Audit Committee- Bob Wine
  - Requested Commander Planto to appoint more members. Current only two.
- Donations Committee – Cory Vigil
  - Will speak during officer report.

## OFFICERS' REPORTS

### COMMANDER'S COMMENTS/REPORT -Evin Planto

- No Report

### ADJUTANT – David Zamudio

- Read letter from Legionnaire addressing concern about elections. Issue given to Judge Advocate and Commander Planto.
- Request for motion during Unfinished Business to destroy election ballots.

OFFICERS' REPORTS – cont. on next page

## 1ST VICE COMMANDER – Brian Fleming Jr. – Membership



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

- Current Post Membership = **4,063** Legionnaires
- 2021-2022 Goal = **4,151**
  - **88** more needed to reach our Goal
- Current Membership Numbers for 2022@ National = **4,063** (97.8%)
  - Goal = 100.0% (4,151)
  - Good thru 2021 = **289**
  - New Members 2022 = **468**
    - 39 more new members this month

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

- No Report

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

- Presented on the following:



**3rd Vice Cmdr. Cindy Baker**

- Boys State
- American Legion Baseball
- Boy Scouts
- Oratorical Scholarship Contest

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## JR. PAST COMMANDER – Jon Reynolds

- No Report.

OFFICERS' REPORTS – cont. on next page

**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	PHYC	DIFF
TOT INC	3,600	174,873	298,359	100,982	399,341	26,790		112,078	716,682	962,182	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/LOS	-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
<b>BANK BALANCES:</b>											
		<b>PHYC</b>									
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									
<b>TOTALS</b>	<b>1,901,085.37</b>	<b>1,602,074.77</b>									

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### Newport Harbor Post 291 Cash Flow Projection for the Period 5/24/22 - 8/31/2022

	5/24-5/31	6/1-6/30	7/1-7/31	8/1-8/31	Totals
Cash: Beginning*	\$ 1,737,002.79	\$ 1,710,475.07	\$ 1,674,544.21	\$ 1,806,525.79	\$ 1,737,002.79
Add: Cash Inflows					
Membership Fees	1,000.00	5,000.00	100,000.00	100,000.00	206,000.00
Marina Rents	3,858.25	26,000.00	26,000.00	26,000.00	81,858.25
Restaurant Sales (\$500)	4,400.00	165,000.00	170,500.00	170,500.00	510,400.00
Hall Rentals		9,200.00	4,300.00	1,935.00	15,435.00
Banquet Food	2,088.00	42,745.00	16,872.00	6,222.00	67,927.00
Facility Fees			62,000.00		62,000.00
Fourth of July		13,000.00	54,000.00		67,000.00
Total Cash Inflows	11,346.25	260,945.00	433,672.00	304,657.00	1,010,620.25
Deduct: Cash Outflows					
Food & Beverage Cost @ 40%	2,595.20	83,098.00	74,948.80	70,688.80	231,330.80
Fourth of July	7,000.00	2,200.00	11,000.00		20,200.00
Entertainment	2,000.00	8,000.00	8,000.00	8,000.00	26,000.00
Payroll**		100,000.00	150,000.00	150,000.00	400,000.00
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	2,900.00	11,600.00
D&O Insurance		2,235.00			2,235.00
JB Cleaning Co.	2,960.00	12,000.00	12,000.00	12,000.00	38,960.00
Repairs & Maintenance	2,500.00	2,500.00	2,500.00	2,500.00	10,000.00
Telephone	450.00	450.00	450.00	450.00	1,800.00
Utilities	5,600.00	5,600.00	5,600.00	5,600.00	22,400.00
Rent		11,500.00	11,500.00	11,500.00	34,500.00
Credit Card		2,500.00	2,500.00	2,500.00	7,500.00
Credit Card Fees	157.02	4,897.86	4,291.62	3,993.42	13,349.92
Misc	1,400.00	1,400.00	1,400.00	1,400.00	5,600.00
Mileage	1,400.00	1,400.00	1,400.00	1,400.00	5,600.00
Capital Outlays		50,000.00	7,000.00	16,700.00	73,700.00
Total Cash Outflows	37,873.97	296,875.86	301,690.42	295,882.22	982,272.47
Cash: Ending	\$ 1,710,475.07	\$ 1,674,544.21	\$ 1,806,525.79	\$ 1,815,350.57	\$ 1,815,350.57
Monthly Increase /Decrease	\$ (26,527.72)	\$ (35,930.86)	\$ 131,981.58	\$ 8,824.78	\$ 78,347.78
* Doesn't include VEAF fund					
** includes P&R taxes & WC					

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OFFICERS' REPORTS – continued



**Finance Officer  
Bob Wine**

Grace Leung, City Manager  
City of Newport Beach  
100 Civic Center Drive  
Newport Beach, Ca 92660

Re: Lease dated December 6, 2002  
Proposal to City of Newport Beach

Dear Ms. Leung:

Pursuant to the meeting between representatives of American Legion Post 291 and the City of Newport Beach, which included yourself, Seimone Jurjis and Laura Wooding Whitlinger for the City, and Evin Planto and Robert Wine for Post 291, the following proposal is hereby submitted. This proposal was introduced at the Post's Executive Committee meeting on May 5, 2022, and was approved by a majority of the Committee members.

Post 291 proposes that:

1. Our current lease dated December 6, 2002, remain unchanged.
2. Hall rental revenues as described in Section 4.2(a) will continue to mean simply rental of the facility, without including any services, food, beverages, or other items that might be separately provided by Post 291 to the renter.
3. Post 291 will continue with the same accounting and payment practices for Hall rent that it has followed since the rent commencement date of January 1, 2003.
4. The City will withdraw the Davis Farr audit and all associated charges.
5. All late fees and interest charges shown on the Davis Farr audit will be withdrawn.
6. The Egan & Egan "confirming audit" funded by Post 291 will be accepted by the City.
7. The Post will withdraw the \$2,500 charge to the City for the Egan & Egan audit.
8. The City will send a letter to Post 291 agreeing with all these items.

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**Finance Officer  
Bob Wine**

The Executive Committee understands that the City's expectation is for a renegotiation of the entire lease, but it wishes to express its satisfaction with the way the current lease had operated for the seventeen years prior to the Davis Farr audit. The Committee does not believe that a renegotiation of its lease will serve the Post's best interests, but does remain open to a counterproposal from the City that the Post might find acceptable.

Very truly yours,

Evin D. Planto  
Commander  
Newport Harbor Post 291 of the American Legion

CC: Seimone Jurjis  
Laura Wooding Whitlinger  
Post 291 Executive Committee

**HISTORIAN – Richard Frauenzimmer**

- Excused

**SERGEANT AT ARMS – Bob Grundmeyer**

- Excused

**CHAPLAIN – Ken Wilson**

- Excused

**SERVICE OFFICER – Cory Vigil**



**Service Officer  
Cory Vigil**

**Veterans Served in May:**

A. Items approved or rejected:

1. **ARMY veteran**, Robert Metz requested assistance with motel voucher for \$74.61. Referral from Santa Ana CRRC.
2. **COAST GUARD veteran**, Lidia Flores requested assistance with past due vehicle for \$1523.96.
3. **ARMY veteran**, Bridgette Rambo requested assistance with rent and owners' insurance for \$480.00 and \$132.00. Referred by VOA Santa Ana.
4. **ARMY veteran**, Johnathan Kauffman requested assistance with auto mechanic for \$1,000.00. Referred by the Tierney Center and HUMV Unit.
5. **ARMY veteran**, Tim Woodrow requested assistance with DMV registration renewal for \$281.00. Self-referral.
6. **ARMY veteran**, Roger Morris requested assistance with auto past due for \$1000.00. Referred by OC 211.
7. **ARMY veteran**, Mike Barco requested assistance with public utilities for the amount of \$967.70. Referred by the West LA VA.
8. **ARMY veteran**, Dominic Boiling requested assistance with cracked rim for \$172.00 from discount tire.
9. **ARMY veteran**, Dylan White requested assistance with moving truck to relocate for \$2,040.44. Referred by Support the Enlisted Project.

**\$7,671.71**

- 10 Food Cards
- 12 Gas Cards
- 4 referrals to VLI
- Ordered 10 DD-214's
- 5 referrals for disability compensation
- 4 Uber Rides
- 4 Lyft Rides
- 3 Burial Referrals
- 2 Dental Referrals
- Purchased \$1200 in gas cards/Lyft.

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**Service Officer, Cory Vigil**

**Monthly Update for Service Officer**

**for the June 2, 2022 E-Board**

6510 Donations	2021 Actuals	2022 Budget	2022 Actual thru May 31	% of 2022 Budget thru May 31
6519 Honor Guard	2,842.34	2,500.00	-	0%
6521 Unrestricted Service Officer Expense	10,000.00	15,000.00	10,400.81	69%
6522 Restricted VEAF expense	84,573.73	100,000.00	37,858.05	38%
6515 Oratorical	-	-	-	0%
6510 Donations other	21,804.50	20,000.00	26,636.59	133%
<b>Total 6510 expenses</b>	<b>119,220.57</b>	<b>137,500.00</b>	<b>74,895.45</b>	<b>54%</b>
4520 VEAF current balance			<b>89,286.88</b>	
May Donations Out			2275	
May VEAF Donations Out			7671.71	

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OFFICERS' REPORTS – continued

**JUDGE ADVOCATE – Richard Reyna**

- Requested closed Session at end of meeting.

**MEMBERS AT LARGE**

- No Reports

**UNFINISHED BUSINESS**

- Motion to direct the Adjutant to destroy the 2022 Election Ballots.
  - M/S/C: Motion Carries Unanimously

**NEW BUSINESS**

- M.a.L. – Eric Schroeder
  - Motion that the that was drafted and edited in response to the city letter, is signed and delivered to the City of Newport Beach, no later than the 8<sup>th</sup> of June by Commander Evin Planto and Finance Officer Bob Wine.
    - M/S/D/C: Move vote
      - 9- Ayes
      - 1-Nay
      - 1- abstain
    - Motion Carries by majority vote.

**GOOD OF THE LEGION**

- John Gates (Legionnaire)
  - Presents information of Air-Pure 2100
    - States it is free via a grant and is a COVID Purifier.
    - M.a.L.- Dennis DeRosia will review and present findings at next meeting.

**MEETING NOTE:** *Commander Planto had to leave for flight, gives chair to 1<sup>st</sup>. Vice Commander, Brian Fleming, Jr.*

**CLOSED SESSION**

- Judge Advocate presents follow-up of Legionnaire conduct toward a SAL member concerning egregious behavior.
- M.a.L.- Kevin Van Otterloo
  - Motion: Any Post Member (Legionnaire), in good standing, can attend any official Post Committee meeting, during it's open session.
    - M/S/D/C: Motion Carries Unanimously

**ADJOURNED: 1957 hours.**