



**AMERICAN LEGION NEWPORT HARBOR POST 291
EXECUTIVE BOARD MINUTES
THURSDAY, 02 JANUARY 2025**

CALL TO ORDER: Appx. 1831 HRS

INVOCATION: Cory Vigil, Service Officer

PLEDGE OF ALLEGIANCE: Commander Brian Fleming Jr.

ROLL CALL:

- | | | |
|--------------------------------------------------------------------------|-----------------------------------------------------------------|------------------------------------------------------------|
| <input checked="" type="checkbox"/> Brian Fleming Jr., Commander | <input checked="" type="checkbox"/> Cindy Baker, Judge Advocate | <input checked="" type="checkbox"/> Jon Reynolds, M.a.L. |
| <input checked="" type="checkbox"/> Ernest Alonso., 1 st Vice | <input checked="" type="checkbox"/> Bob Wine, Finance Officer | <input checked="" type="checkbox"/> Walter Roberts, M.a.L. |
| <input checked="" type="checkbox"/> Ray Ricard, 2 nd Vice | <input checked="" type="checkbox"/> Mike Mailman, Sgt-at-Arms | <input checked="" type="checkbox"/> Mike Berdine, M.a.L. |
| <input checked="" type="checkbox"/> David Heinle, 3 rd Vice | <input checked="" type="checkbox"/> Cory Vigil, Service Officer | <input type="checkbox"/> Mike Schubert, M.a.L. |
| <input type="checkbox"/> VACATED , Jr. Past Comm | <input type="checkbox"/> Barry Butzloff, Chaplain | <input checked="" type="checkbox"/> Nick Giordano, M.a.L. |
| <input checked="" type="checkbox"/> David Zamudio, Adjutant | <input checked="" type="checkbox"/> Johnny Arganda, Historian | <input checked="" type="checkbox"/> David Zamudio, M.a.L. |

Excused: Mike Schubert, Barry Butzloff

Unexcused:

Quorum is held.

INTRODUCTION OF GUESTS & GUEST COMMENTS:

Tommy Wheeler, Legionnaire

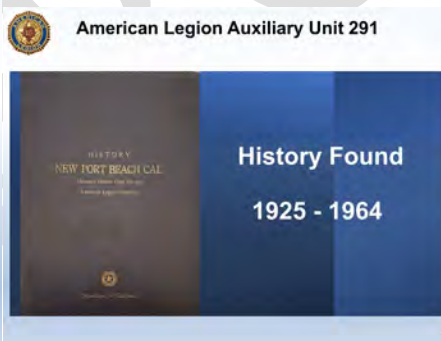
Paul Hart, Legionnaire

Rick Sundell, Legionnaire

Stanley Behrens, Legionnaire

Affiliates and Programs Reports:

- Auxiliary Unit 291 – Mary Beth Martin, President



Auxiliary Unit 291 continued on next page.

Auxiliary Unit 291 (cont.)



- ☐ SAL Squadron 291 – Tim Sullivan
 - Boat Parade Event
 - \$43k made in event
 - \$23k in merchandise
 - \$5k in raffle tickets

- ☐ ALYC –Commodore– David Campagnari



American Legion Yacht Club

ALYC Report Jan. 2025

Membership
Active: 1072

-Please confirm Post 291 E Board approval of ALYC 2025 Board of Directors elected by ALYC membership (requested in Dec. 2024):
 Commodore - David Campagnari
 Vice Commodore - Wyatt Hoag
 Rear Commodore - Tammy Rones
 Fleet Captain - Walt White
 Port Captain - Lonnie Bennett
 Director - Steve Defflettsen
 Director - Cindy Baker
 Director - Sylvia Wheeler
 Director - Ken Perrine
 Director - Peter Saine
 Director - Glenn Stanley



American Legion Yacht Club

Events last month

12/5/2024	ALYC Holiday Party
12/7/2024	New ALYC Board Orientation
12/7/2024	ALYC Bridge meeting – Old to New
12/14/2024	Valor Decorating Day – Newport Harbor Boat Parade
12/14 & 12/15	Post 291 Legionnaires Harbor Lights Cruise
12/18-23/2024	Newport Harbor Boat Parade
12/19/2024	Boat Parade Viewing Party
12/23/2024	Valor & Duffy Decorations Removal



American Legion Yacht Club



Upcoming Events

1/18/2025	ALYC 2025 Commodore's Ball
1/23/2025	ALYC Bridge Meeting (2025 Budget Approval)
1/29/2025	New Member Orientation
1/29/2025	Dive and Snorkel Team Meeting
2/8/2025	ALYC Monthly Social
2/20/2025	New Member Orientation
2/20/2025	ALYC GMM and Volunteer Recognition Buffet
2/26/2025	Dive and Snorkel Team Meeting
3/27/2025	ALYC Bridge Meeting

- ☐ Honor Guard – Vice Commander , Mike Mailman



Post 291 Honor Guard / Color Guard

- >68 events completed in 2024
- >1 additional pending for the month
- >21 active members
- >0 New Recruit

Minutes Approval

- Executive Committee Minutes: 06 December 2024
 - Copies given to all officers
 - Motion presented, Mike Berdine to approve the 06 December 2024 Minutes
 - Seconded by Mike Mailman
 - M/S/No D/MC- Motion carries unanimously.

Correspondence

- Adjutant David Zamudio – No Report

Committee Reports


- House Committee- Mike Berdine (Chair)
 - Review of House Committee completed items and pending items to resolve.

 House Committee Major In-Process Activities	 House Committee Major Completed Activities
<ul style="list-style-type: none">• Additional dry storage spaces• Kitchen storage wall in Main Hall• Marina utility building• Hut ceiling repair• Main Hall kitchen doors• Dock electrical system evaluation• Main Hall A/V• Restroom step replacement	<ul style="list-style-type: none">• Mail Hall roof repair• West Patio entry gate replacement• 2024 employee bonuses• View Room window replacement

- Finance Committee- Bob Wine
 - No Report
- Donations Committee- Cory Vigil (Chair)
 - \$83k in VEAF balance

OFFICERS' REPORTS

COMMANDER- Brian Fleming Jr.

 Commander Brian Fleming Jr.
<ul style="list-style-type: none">• Post 291 Donations Committee Operating Policy (revised)• Post 291 Judicial Committee Procedures (revised)• Financial Assistance Application (revised)

ADJUTANT – David Zamudio

- No Report

OFFICERS' REPORTS (cont.)

1ST VICE COMMANDER – Ernest Alonso. – Membership

- No Report submitted

2ND VICE COMMANDER – Ray Ricard - Speaking about upcoming events and bands.

- Discussion of upcoming events.
- Feb. 1st, starting swing and line dancing lesson in main hall.
 - Swing Dance Lessons (1st and 3rd Tuesday of Month)
 - Line Dancing Lessons (2nd and 4th Tuesday of Month)

3RD VICE COMMANDER – David Heinle - Speaking about Boys & Girls State and Americanism.


- ☐ Upcoming Baseball Gala, April 12th.
- ☐ January 11th, starting Boys/Girls State interviews.

JR. PAST COMMANDER – VACATED

- ☐ No Report

FINANCE OFFICER – Bob Wine

- ☐ Presented Executive Summary of Post 291 Financials



Finance Officer - Executive Summary

EXECUTIVE SUMMARY
YEAR TO DATE 2024
THRU 011/30/2024

	2024		2023		\$	%	2024	
	11/30/2024	11/30/2023	11/30/2023	11/30/2023	CHG	CHG	ANNUAL	%
	YTD	YTD	YTD	YTD			BUDGET	OF ANNUAL
								BUDGET
MEMBERSHIP								
INCOME	946,446	803,987			142,459	17.7%	925,710	102%
OTHER INCOME	7,263	5,770			1,494	25.9%	5,600	130%
TOTAL INCOME	953,709	809,756			143,952	17.8%	931,310	102%
EXPENSES	984,415	936,845			47,570	5.1%	949,400	104%
NET INCOME	-30,706	-127,088			96,382	-75.8%	-18,090	170%
OPERATING								
INCOME								
BAR SALES	773,404	646,413			126,991	19.6%	685,000	113%
BANQUET SALES	570,349	522,338			48,010	9.2%	653,200	87%
RESTAURANT SALES	1,684,615	1,492,050			192,565	12.9%	1,565,600	108%
TOTAL FOODSERVICE	3,028,368	2,660,801			367,567	13.8%	2,903,800	104%
OTHER INCOME	461,525	409,018			52,507	12.8%	568,500	81%
GROSS INCOME	3,489,892	3,069,818			420,074	13.7%	3,472,300	101%
COGS	2,499,305	2,290,947			208,359	9.1%	2,439,850	102%
GROSS PROFIT	990,587	778,872			211,715	27.2%	1,032,450	96%
OTHER EXPENSES	1,196,366	1,102,201			94,165	8.5%	1,218,700	98%
TOTAL EXPENSE	3,695,671	3,393,148			302,523	8.9%	3,658,550	101%
NET ORDINARY INCOME	-205,779	-323,330			117,551	-36.4%	-186,250	110%
OTHER INCOME	78,175	65,592			12,583	19.2%	65,000	120%
FACILITY FEE	320,873	330,980			-10,108	-3.1%	470,000	68%
OTHER EXPENSE					0	0.0%		
NET INCOME	193,269	73,243			120,026	163.9%	348,750	55%
SUMMARY								
	2024		2023				CASH	
	NET	BANK	NET	BANK			CHG	
	INCOME	CASH	INCOME	CASH				
MEMBERSHIP	-30,706	149,443	-127,088	312,215			-162,773	
OPERATING	193,269	182,060	73,243	249,287			-67,227	
RESERVE ACCT		1,137,766		1,273,335			-135,570	
TOTAL AL 291	162,563	1,469,268	-53,846	1,834,838			-365,570	

OFFICERS' REPORTS (cont. on next page)

OFFICERS' REPORTS (cont.)



Finance Officer - Cash Flow Projection

Newport Harbor Post 291				
Cash Flow Projection for the Period 1/1/2024 - 3/31/25				
	01/01 -01/31	02/01 -02/28	03/01 -03/31	Totals
Cash: Beginning*	\$ 1,502,267.58	\$ 1,614,491.38	\$ 1,558,438.88	\$ 1,502,267.58
Add: Cash Inflows				
Membership Fees	50,000.00	25,000.00	25,000.00	100,000.00
Marina Rents	34,500.00	27,500.00	27,500.00	89,500.00
Restaurant Sales -6000 Jan/5500 Feb/6000 Mar	186,000.00	154,000.00	186,000.00	526,000.00
Hall Rentals	1,150.00	3,600.00	4,725.00	9,475.00
Banquet Food	15,350.00	14,925.00	19,250.00	49,525.00
Facility Fees	120,000.00			120,000.00
Total Cash Inflows	407,000.00	225,025.00	262,475.00	894,500.00
Deduct: Cash Outflows				
Food & Beverage Cost @ 40%	80,540.00	67,570.00	82,100.00	230,210.00
Entertainment	8,300.00	8,300.00	8,300.00	24,900.00
Payroll**	120,000.00	120,000.00	120,000.00	360,000.00
Health Insurance	6,225.00	6,225.00	6,500.00	18,950.00
Liability Insurance				-
Marina Insurance	4,500.00	4,500.00	4,500.00	13,500.00
D&O Insurance				-
JB Cleaning Co.	26,000.00	26,000.00	26,000.00	78,000.00
Repairs & Maintenance	5,000.00	5,000.00	5,000.00	15,000.00
Telephone	315.00	315.00	315.00	945.00
Utilities	5,000.00	5,000.00	5,000.00	15,000.00
Rent	18,000.00	18,000.00	18,000.00	54,000.00
Credit Card	3,500.00	3,500.00	3,500.00	10,500.00
Credit Card Fees	4,596.20	3,867.50	4,705.40	13,169.10
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	10,000.00	10,000.00		20,000.00
Property Tax				-
Total Cash Outflows	294,776.20	281,077.50	286,720.40	862,574.10
Cash: Ending	\$ 1,614,491.38	\$ 1,558,438.88	\$ 1,534,193.48	\$ 1,534,193.48
Monthly Increase /Decrease	\$ 112,223.80	\$ (56,052.50)	\$ (24,245.40)	56,171.30

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

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HISTORIAN – Johnny Arganda

- Discussion of Christmas Boat Parade Video that will be presented at General Membership Meeting.

SERGEANT AT ARMS – Mike Mailman

- No Report


CHAPLAIN – Barry Butzloff

- No Report (excused absence)

OFFICERS' REPORTS (cont. on next page)

OFFICERS' REPORTS (cont.)

SERVICE OFFICER – Cory Vigil



Service Officer Report, Cory Vigil

Monthly Update for Service Officer for the Jan 2, 2024 E-Board

	2023 Actuals	2024 Budget	2024 Actual thru Dec 31	% of 2024 Budget thru Dec 31
6510 Donations				
6519 Honor Guard	7,478.36	2,500.00	4,830.53	193%
6521 Unrestricted Service Officer Expense	114,718.13	78,000.00	55,464.49	71%
6523- SO Discretionary		2,000.00	11,047.31	552%
6522 Restricted VEAF expense	129,645.07	65,000.00	93,580.94	144%
6515 Oratorical	-	-	-	0%
6510 Donations other	60,978.76	50,000.00	13,750.00	28%
Total 6510 expenses	312,820.32	197,500.00	178,673.27	90%
4520 VEAF current balance			83,235.92	
Dec Donations Out			3856.6	
Dec VEAF Donations Out			2093.38	

JUDGE ADVOCATE- Cindy Baker


- Request Closed Session

MEMBERS AT LARGE

- Jon Reynolds- No Report
- Walter Roberts- No Report
- Mike Berdine- No Report
- Mike Schubert- No Report (excused absence)
- Nick Giordano- No Report
- David Zamudio- No Report

UNFINISHED BUSINESS

- Finance Office, Bob Wine
 - Discussion on Restricted Fund of Mr. Stanley



Stanley Behrens Legacy Fund

Post 291 and Mr. Stanley Behrens want to establish a perpetual, restricted fund which will operate under the following terms and conditions:

- Stanley Behrens is the founder of the Stanley Behrens Legacy Fund.
- The purpose of the fund is to support veterans and veteran organizations, both locally and nationally.
- Initial contribution to the fund of \$100,000 from Mr. Behrens.
- Subsequent contributions to the fund by donors.
- The principal balance of the fund will not be distributed; interest earnings of the fund to be distributed according to decisions by the Post Donations Committee.
- Post 291 will match the interest earned by the first \$100,000 in principal each year for the first five years. The interest will be paid into the fund yearly to be distributed by the Donations Committee.
- Post 291 will endeavor to increase the principal of the fund by soliciting donors, and by hosting a major fundraising event each Veterans Day.

Upon agreement in principle by both parties, Post 291 will have a formal agreement drawn up by its attorney.

UNFINISHED BUSINESS (cont.)

- MOTION (by Bob Wine): To move forward with Attorney to review and draft document for Stanley Behrens Legacy Fund, not to exceed \$3500.00.
 - Seconded: Member at Large, Jon Reynolds
 - Discussion: None
 - MOVE TO VOTE: **(M/S/no D/ MC)- Motion Carries Unanimously**

NEW BUSINESS

- MOTION presented Member at Large, Mike Berdine
 - Motion to accept the Donations Committee Policy as presented.
 - SECONDED by Member at Large, Jon Reynolds
 - Discussion- None
 - MOVE TO VOTE:
 - **M/S/D/ MC: Motion Carries Unanimously**
- MOTION presented Member at Large, Mike Berdine
 - Motion to accept Judicial Procedures as presented.
 - SECONDED by Member at Large, Walter Roberts
 - Discussion- None
 - MOVE TO VOTE:
 - **M/S/D/ MC: Motion Carries Unanimously**
- Commander Brian Fleming Jr informs Executive Committee that he has received and will immediately accept the voluntary resignation from 1st vice Commander, Ernest Alonso.
 - Informs the Executive Committee that it would be appropriate to temporarily appoint a member in good standing and ask for ratification of named legionnaire at the January 9th General Membership Meeting.
 - Commander Brian Fleming Jr. temporarily appoints Member in Good Standing, Paul Parkhurst.
 - Motion to accept the appointment is solicited.
- MOTION presented Sgt. At Arms, Mike Mailman
 - Motion to accept temporary appointment by Commander Brian Fleming Jr. for Paul Parkhurst to the vacated position of 1st Vice Commander.
 - SECONDED by Member at Large, Walter Roberts
 - Discussion- None
 - MOVE TO VOTE:
 - **M/S/D/ MC: Motion Carries Unanimously**

MEETING BREAK GIVEN BY COMMANDER (2001 hrs.)- 10 minutes
MEETING READJURED AT 2011hrs. into Closed Session

CLOSED SESSION (2012 hrs.)

- Four (4) incident reports were presented by Judge Advocate
 - One (1) retracted statement which led to the retraction of one (1) incident report.
 - Judicial Committee recommendations read to Executive Committee
 - Discussion on recommendations.
 - Three (3) motions made to accept the Judicial Committee recommendations for 3 Legionnaires.
 - Two (2) 12 month Post 291 privileges suspended.
 - One (1) 1 month Post 291 privileges suspended.
- Two (2) new incident reports submitted to Judicial Committee by the Executive Committee.

END OF CLOSED SESSION (2140 hrs.)

Meeting back in open forum.

GOOD OF THE LEGION

- Discussion of Veterans Coffee Talk
- Discussion on New Years Event and patrons coming in party that did not pay.

CLOSING PRAYER- Cory Vigil, Service Officer

ADJOURNED: 2157 hours.