



AMERICAN LEGION NEWPORT HARBOR POST 291
EXECUTIVE BOARD MINUTES
THURSDAY, 06 FEBRUARY 2024

CALL TO ORDER: Appx. 1830 HRS

INVOCATION: Chaplain Barry B.

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"/> Paul Parkhurst, 1 st Vice | <input checked="" type="checkbox"/> Bob Wine, Finance Officer | <input 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 checked="" 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, Walter Roberts

Unexcused:

Quorum is held.

INTRODUCTION OF GUESTS & GUEST COMMENTS:

Judy Leonardi (AL Baseball) – Played short video to show event and thanks Commander Fleming for the support and presentation trophy to display to membership.

Ray Flores, Legionnaire (AL Baseball)

Dr. Vasil Gatsinaris- Presented 22 Strong Foundation, seeking donation of \$5k (would cover 5 veterans for treatment)

Ernest Alonso, Legionnaire – offered endorsement to Dr. Gatsinaris' 22 Strong Foundation

Brad McDermott, Legionnaire

Affiliates and Programs Reports:

- Auxiliary Unit 291 – Mary Beth Martin, President

American Legion Auxiliary Unit 291

100th Anniversary Logo Contest Winner

- Kendall Madsen



American Legion Auxiliary Unit 291

100th Anniversary – Beach Walk



American Legion Auxiliary Unit 291

Feb. 17th

BE SOMEONE'S HERO
Give Blood

American Red Cross

text 949-230-3032
email Susan DiFonzo
susandifonzo1@gmail.com

American Red Cross Blood Drive
American Legion Auxiliary

American Legion Auxiliary Unit 291

Rosario's Girls

Feb. 17th 2024
8:30 - 10:00 PM



Auxiliary Unit 291 continued on next page.

Auxiliary Unit 291 (cont.)



Poppy Making Event

- February 27th
- 4 – 7 PM
- Inviting Juniors to Join
- Would any Veterans like to help?

sample assembled poppies (enlarged)

American Legion Auxiliary Unit 291



New Members
- Open

Membership
- 1826
- Goal 1957

Note: Membership count correction: 1847 members

- SAL Squadron 291 – Tim Sullivan
 - Boat Parade Event
 - \$44k made in event
 - Gave away \$50k so far
 - \$25k to 9/11 Foundation
 - Had membership meeting on Feb 5th, was a great turnout.

- ALYC –Commodore– David Campagnari



American Legion Yacht Club

ALYC Report Feb. 2025

Membership
Active – 2025 = **950** (Dec. 2024 = 1072)

Events last month

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




American Legion Yacht Club

Upcoming Events

2/8/2025	ALYC Monthly Social
2/4-2/5/2025	Midwinter Regatta (need mark set boat)
2/20/2025	New Member Orientation
2/20/2025	ALYC GMM and Volunteer Recognition Buffet
2/26/2025	Dive and Snorkel Team Meeting
2/27/2025	ALYC Bridge Meeting
2/26/2025	Dive and Snorkel Team Meeting
2/27/2025	ALYC Bridge Meeting
3/08/2025	New Member Orientation (Rear Commodore)
3/08/2025	ALYC Monthly Social (Cindy Baker & Sylvia Wheeler)
3/26/2025	Dive and Snorkel Team Meeting
3/27/2025	ALYC Bridge Meeting
4/13/2025	C's the Day Harbor 20 Race and Seminar

- Honor Guard – Vice Commander , Mike Mailman



Post 291 Honor Guard / Color Guard

- 4 events completed in 2025
- 2 additional pending for the month
- 21 active members
- 0 New Recruit

Minutes Approval



- Executive Committee Minutes: 02 January 2025
 - Copies given to all officers
 - Motion presented, Mike Berdine to approve the 02 January 2025 Minutes with recommended changes.
 - 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)
 - o Review of House Committee completed items and pending items to resolve.

 <p style="text-align: center;">House Committee Completed Projects</p> <ul style="list-style-type: none"> • Marina Restroom / Utility Building Remodel • Wrought Iron Gate Replacement • Replacement, Legion Sign Installation 	 <p style="text-align: center;">House Committee In-Process Projects</p> <ul style="list-style-type: none"> • Wrought Iron Gate Donation Recognition Plaque • Additional Dry Storage- 6 Spaces • Storage Shed Interior Painting • Kitchen Storage Wall in Main Hall • Main Hall / Kitchen Door Replacement • Repair Hut Ceiling • Main Hall A/V Control Panel • Ladies Restroom Step Replacement
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- Finance Committee- Bob Wine
 - o Committee looking at Financial Statement / Year End
 - o Announced the passing of Bob Carolan.
 - Past Post Commander
 - Finance Committee Member
 - Strong attention to detail of financials and also offered so many rich historical viewpoints.
 - Will be sadly missed.
- Donations Committee- Cory Vigil (Chair)
 - o \$85k in VEAF balance and a building up of funds with the use of other grants now available.

OFFICERS' REPORTS

COMMANDER- Brian Fleming Jr.

- No report

ADJUTANT – David Zamudio

- No Report

1ST VICE COMMANDER – Paul Parkhurst – Membership



**AMERICAN LEGION POST 291
1ST VICE REPORT**

- **Current Post Membership = 3,431 Legionnaires**
- **Current Membership Numbers for 2025@ National 3774 (87.5%)**
 - > **2024-2025 Goal = 4,311**
 - > **536 more than needed to reach our goal.**
 - > **Good thru 2024 = 609**
 - > **New Members 2025 = 178 2024 = 375**
 - > **23 are new members this month**

As of 2/4- 25 new members have joined.

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

- Discussion of upcoming events.
- Changed the Swing Dancing to the 1st and 3rd Mondays.

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


- Discussion upcoming Boys Girls State Interview in the following weeks.
- Commander Fleming request for a motion to be put on the table to all Brad McDermott to speak on behalf of David Heinle.
 - MOTION presented Sergeant at Arms. Mike Mailman
 - SECONDED by Member at Large, Mike Berdine
 - Discussion- None
 - MOVE TO VOTE:
 - **M/S/D/ MC: Motion Carries Unanimously**
 - Discussion on Post 291 AL Baseball fund raiser.

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 12/31/2024

	2024 12/31/2024 YTD	2023 12/31/2023 YTD	\$ CHG	% CHG	2024 ANNUAL BUDGET	% OF ANNUAL BUDGET
MEMBERSHIP						
INCOME	1,301,671	902,246	399,425	44.3%	925,710	141%
OTHER INCOME	17,985	6,478	11,508	177.7%	5,600	321%
TOTAL INCOME	1,319,656	908,723	410,933	45.2%	931,310	142%
EXPENSES	1,162,766	1,074,560	88,206	8.2%	949,400	122%
NET INCOME	156,890	-165,837	322,727	-194.6%	-18,090	-867%
OPERATING						
INCOME						
BAR SALES	844,255	719,986	124,269	17.3%	685,000	123%
BANQUET SALES	674,786	605,348	69,438	11.5%	653,200	103%
RESTAURANT SALES	1,813,668	1,634,129	179,539	11.0%	1,565,600	116%
TOTAL FOODSERVICE	3,332,709	2,959,464	373,246	12.6%	2,903,800	115%
OTHER INCOME	514,769	447,440	67,330	15.0%	568,500	91%
GROSS INCOME	3,847,478	3,406,903	440,575	12.9%	3,472,300	111%
COGS	2,732,600	2,559,160	173,440	6.8%	2,439,850	112%
GROSS PROFIT	1,114,878	847,743	267,135	31.5%	1,032,450	108%
OTHER EXPENSES	1,426,507	1,332,912	93,595	7.0%	1,218,700	117%
TOTAL EXPENSE	4,159,107	3,892,072	267,035	6.9%	3,658,550	114%
NET ORDINARY INCOME	-311,629	-485,169	173,540	-35.8%	-186,250	167%
OTHER INCOME	83,807	75,033	8,773	11.7%	65,000	129%
FACILITY FEE	457,405	467,968	-10,563	-2.3%	470,000	97%
OTHER EXPENSE	0	0	0	0.0%	0	0%
NET INCOME	229,583	57,832	171,751	297.0%	348,750	66%
SUMMARY						
	2024		2023			
	NET INCOME	BANK CASH	NET INCOME	BANK CASH	CASH CHG	
MEMBERSHIP	156,890	303,807	-165,837	341,442	-37,635	
OPERATING	229,583	149,351	57,832	126,829	22,522	
RESERVE ACCT		1,140,746		1,278,729	-137,983	
TOTAL AL 291	386,473	1,593,904	-108,004	1,747,000	-153,096	

OFFICERS' REPORTS (cont.)

HISTORIAN – Johnny Arganda

- Ruck March- on March 22, 2025
- All proceeds go directly to VAAF.
- Looking for volunteers to help with event.


SERGEANT AT ARMS – Mike Mailman

- Reminds Executive Committee that if an OD shift is missed please send email.

CHAPLAIN – Barry Butzloff

- Prayer offered for the family of Bob Carolan.

SERVICE OFFICER – Cory Vigil



Service Officer- Donations Committee

Thursday, February 6th, 2025

Purpose Statement: The Service Officer will approve grants and financial aid to veterans & military families.
Donation Committee: Cory Vigil, Ray Ricard and Barry Butzloff.

Veterans Served in January 2025: VAAF


1. AIR FORCE Veteran requested assistance with moving for \$500.00.
2. ARMY Veteran requested assistance with a rental deposit of \$1000.00.
3. NAVY Veteran requested a 7-day motel stay for \$875.00.00.

\$2,375.00

Service Officer Account:

VLI Cocktails for a Cause, \$500.00
 1st & Goal Golf Tournament, \$2,000.00
 Patriots Promise Cigar Fundraiser, \$578.35

\$3,078.35

Service Officer January Report

Monthly Update for Service Officer *for the Feb 6, 2025 E-Board*

6510 Donations	2024 Actuals	2025 Budget	2025 Actual thru Dec 31	% of 2025 Budget thru Dec 31
6519 Honor Guard	4,830.53	2,500.00		0%
6521 Unrestricted Service Officer Expense	54,454.49	40,000.00	3,078.35	8%
6523- SO Discretionary	11,438.44	10,000.00	391.13	4%
6522 Restricted VAAF expense	93,513.30	100,000.00	3,375.00	3%
6515 Oratorical	-	-	-	0%
6510 Donations other	13,494.62	25,000.00		0%
Total 6510 expenses	177,731.38	177,500.00	6,844.48	4%
4520 VAAF current balance			81,443.56	
Jan Donations Out			3469.48	
Jan VAAF Donations Out			3375.00	

JUDGE ADVOCATE- Cindy Baker

- Requests Closed Session
- Judicial Committee has some recommendations for website policies.

OFFICERS' REPORTS (cont. on next page)

OFFICERS' REPORTS (cont.)

MEMBERS AT LARGE

- Jon Reynolds- No Report
- Walter Roberts- No Report (excused absence)
- Mike Berdine- No Report
- Mike Schubert- No Report (excused absence)
 - Slide presented by Adjutant for Mike Schubert



Members at Large Mike Schubert

- Vietnam welcome home weekend is Scheduled for March 29th. Which will be the 50th anniversary of the war ended.
- The Swiftboat will arrive at Post 291 Dock on Thursday, March 29th and will be available for Tours on Friday and Saturday, March 28th and 29th.
- The Dust-off helicopter will arrive Friday, March 28th in Veteran's Park and will depart Sunday, March 30th.
- Hall decorations will go up Friday March 28 and come down Sunday March 30th. I am counting on the Auxiliary and the sons to assist with decorations.
- A disc- jockey has been hired!
- Menu and cost for banquet meal TBD

- Nick Giordano- No Report
- David Zamudio- No Report

UNFINISHED BUSINESS

- Finance Office, Bob Wine
 - Discussion on Restricted Fund of Mr. Stanley
 - Bob Wine will follow up after reviewing agreement with Mr. Stanley.

NEW BUSINESS

- MOTION presented Member at Large, Mike Berdine
 - Motion to accept the Election Committee as presented.
 - SECONDED by Member at Large, Jon Reynolds
 - Discussion- None
 - MOVE TO VOTE:
 - **M/S/D/ MC: Motion Carries Unanimously**



New Business

- **Motions needed to approve the 2025 Election Committee.**
 - **Cindy Baker, Committee Chair (former 3rd Vice)**
 - **Lawrence Brown, former Judge Advocate**
 - **Kevin Van Otterloo, former Member at Large**

NEW BUSINESS (cont.)

- ❑ Post 291 Campaign Rules and Post Election Rules printed and given to Executive Committee to review.
- ❑ Commander Fleming request a motion to be placed on the table.
 - MOTION presented by Sergeant at Arms, Mike Mailman
 - Motion to accept Post 291 Campaign and Post Election Rules as presented.
 - SECONDED by Member at Large, Mike Berdine
 - Discussion- None
 - MOVE TO VOTE:
 - **M/S/D/ MC: Motion Carries Unanimously**
- ❑ MOTION presented by Member at Large, Mike Berdine
 - Motion to accept the Marina Rules as presented.
 - SECONDED: Member at Large, Jon Reynolds
 - Discussion- None
 - MOVE TO VOTE:
 - **M/S/NoD/MC: Motion Carries Unanimously**
- ❑ Member at Large, Mike Berdine gives presentation of AV challenges in the Main Hall, provides recommendations that have been approved by the House Committee to submit to Executive Committee.
 - MOTION presented by Sergeant at Arms, Mike Mailman
 - Motion to accept the recommendations of the House Committee to repair the Hall AV system, not to exceed \$8000.00.
 - SECONDED: Member at Large, Nick Giordano
 - Discussion-
 - Member at Large, Jon Reynolds, requests there be full documentation of all deliverables.
 - 2nd Vice Cmdr. Ray Ricard- Looking into service providers for ongoing maintenance once installed.
 - MOVE TO VOTE:
 - **M/S/D/MC: Motion Carries Unanimously**
- ❑ General Discussion on the request of \$5000.00 to be donated to 22 Strong Foundation.
 - 1st Vice Cmdr., Paul Parkhurst gives personal experience of the 22 Foundation and offers full support.
 - Service Officer, Cory Vigil presents possibility of only offering \$2500 and reevaluate after the initial donation is used.
 - MOTION presented Member at Large, David Heinle
 - Motion to donate \$2500 to the 22 Strong Foundation and reevaluate at a later time if the addition money to donate is warranted.
 - SECONDED by 1st Vice Cmdr., Paul Parkhurst
 - Discussion- Member at Large, Jon Reynolds raises the question if the foundation is a valid 501(c). Executive Committee agrees not to send the donation until validation is given.
 - MOVE TO VOTE:
 - **M/S/D/MC: Motion Carries**
 - **Aye- 11**
 - **Abstention- 1**

***MEETING BREAK GIVEN BY COMMANDER (2010 hrs.)- 10 minutes
MEETING READJURED AT 2020hrs. into Closed Session***

CLOSED SESSION (2020 hrs.)

- Four (4) incident reports updates were presented by Judge Advocate.
 - 3 of the 4 are in final interviews, recommendations will be in March Executive Committee Meeting.
- Judicial Committee recommendations read to Executive Committee on 1 incident report.
 - Discussion on recommendations.
 - Motion presented and seconded to accept the recommendations of the Judicial Committee.
 - 30 Day post privileges to be suspended, effective 07 Feb 2025.
 - Reinstated on March 9, 2025
 - Discussion of further questions and clarifications on recommendations.
 - Executive Committee accepts the Judicial Committee's recommendations.

END OF CLOSED SESSION (2047 hrs.)

Meeting back in open forum.

GOOD OF THE LEGION

- Commander Brian Fleming Jr.
 - Discussion on upcoming Superbowl Event at post for Camp Pendleton Marines.
 - Looking for more volunteers and reminds officers to check and respond to email that was sent.
- 2nd Vice Cmdr., Ray Ricard
 - Informed that Executive Committee that around the timeframe of the 4th of July, he is starting to review if a possible "All Services Mess Night" could be arranged.
 - More to follow as information is gathered.
- Member at Large, Jon Reynolds
 - Informed the committee that he was watching the PBS channel, and saw Service Officer Cory Vigil on the program. Thanked Service Officer for being involved and helping with positive exposure of Post 291 to those who watched the program.
 - Gave support to the updated Marina Policy concerning Live Aboards. Further stated that those individuals are like a neighborhood watch program for the marina and is good to have.
- Member at Large, Nick Giordano
 - Stated that he felt that Post 291 is in "a good spot with leadership". Stated it feels that way with the membership also. Recommended that we start calling members for financial donations to the Post.
- 1st Vice Cmdr., Paul Parkhurst
 - Discussed with Executive Committee his initiative for creating Post 291 T-shirts to offer members to purchase.
 - Obtaining knowledge to have the ability to start Grant Writing for the post.

CLOSING PRAYER- Chaplain Barry B.

ADJOURNED: 2106 hours.

REQUEST FOR EMAIL VOTE (February 26, 2025) on next page.

REQUEST FOR EMAIL VOTE (February 26, 2025 @1429hrs)

From Post Commander Brian Fleming Jr.

On 15 January, the House Committee voted to approve the spending of not to exceed \$3500.00 for repairing the kitchen cooling coil unit. It became detached from the ceiling in December. The staff did an emergency repair at the time, using kitchen utensils stacked up on shelving to hold coil unit up against the ceiling. While Dennis was able to get the attached repair estimate from the Post's current refiguration and cooling vendor, he was not able to get any others. As noted in the attached estimate, there are some unknowns about the framing needed to support the unit, so we need to authorize an amount above the quote.

Under section 8.6.5. of the Post 291 Bylaws, I am requesting an email vote by the voting members of the Executive Committee to approve the motion made (and approved) by the House Committee.

For the good of the kitchen, our staff, and our business, I have determined that we do not want to prolong the repair any longer and an immediate decision is necessary.

Please respond back with your email vote of "YAY" or "NAY" as soon as possible, but no later than close of business on Wednesday, Sept 25th.

REQUEST FOR EMAIL VOTE- RESULTS (February 28, 2025 @ 1809 hrs.)

Good afternoon all,

This is the final vote count for the Adjutant to add to the February E-Comm Meeting Minutes.

12 - Yays
0 - Nays
1 - No Votes

Motion passes.

- 1st Vice Cmdr Parkhurst--**YAY**
- 2ndVice Cmdr Ricard --**YAY**
- 3rd Vice Cmdr Heinle --**YAY**
- Jr. Past Cmdr -- Position Vacated
- Finance Officer Wine --**YAY**
- Historian Arganda --**YAY**
- Chaplain Butzloff --**YAY**
- Sgt-at-Arms Mailman --**YAY**
- M.a.L. Berdine --**YAY**
- M.a.L. Giordano -- *No Response*
- M.a.L. Reynolds --**YAY**
- M.a.L. Roberts --**YAY**
- M.a.L. Schubert --**YAY**
- M.a.L. Zamudio --**YAY**

Non Voting

- Commander Fleming Jr - Supportive of the motion
- Service Officer Vigil - Supportive of the motion
- Judge Advocate Baker - Supportive of the motion

Brian Fleming Jr
Veteran / USMC
Post Commander
American Legion Post 291
C: 951-757-6400

Motion Carries to approve the expenditure, not to exceed \$3500 to repair the kitchen cooling unit.