

MINUTES
AMERICAN LEGION POST 318
EXECUTIVE COMMITTEE MEETING
January 22, 2020

The Executive Committee Meeting was called to order at approximately 7:00 PM at Post 318, by Commander DuBois. Matters addressed at the Executive Committee Meeting were:

ROLL CALL OF POST OFFICERS AND COMMITTEE CHAIRS:

Adjutant Ruffennach conducted roll call.

Elected Officers

Commander	Joseph DuBois, Jr	X
1 st Vice Commander	Bob Kamman	X
2nd Vice Commander / Finance Officer	Randy Lindsey	X
Adjutant	Ed Ruffennach	X
Assistant Finance Officer	Ron Yersky	X
Sgt-at-Arms	Ralph Caskey	E
Chaplain	Jerry Porter	X

Appointed Positions/Chairs

Service Officer	Charlie Cleves	E
Americanism Chair	Paul Henkel	A
Bingo Chair	Ed Sears	X
Fund Raising Chair	(VACANT)	
Community Support Chair	(VACANT)	
House Chair	Bob Alfieri	X
Event Coord. Chair	Ken Knight	X
Charities, Inc Liaison	Don Bishop	X
Corporate Statutory Agent	Dan Wolfangel	X

Absent were the currently vacant Committee Chair positions for Community Support; and Fund-raising.

MINUTES OF LAST MEETING: Adjutant Ruffennach, noted that the E.C. Meeting Minutes from the November 20, 2019 meeting had been reduced to print and previously distributed to E.C. members, and have also been posted in E.C. Minutes binder in clubroom. They were also submitted for inclusion on Post website. The December EC meeting was cancelled due to the Holidays. *A motion (Dan Wolfangel) was made and seconded (Bob Alfieri) to accept minutes as printed. Motion passed unanimously.* Ruffennach also reported that the General Meeting from December 11, 2019 and January 8, 2020 were reduced to print and previously distributed to E.C. members posted in the General Meeting Minutes Binder and submitted for inclusion on the website

POST EVENT CALENDAR REVIEW:

Correspondence Log

Date Received	Sender	Subject	Disposition
1/8/2020	Wesley Community Services	Donation request	Denied Unbudgeted
1/10/2020	McNicholas H.S.	Donation request Prom Event	To EC
	AL Department of Ohio	Mid-Winter Conference Jan 24-25	Posted
	AL Hamilton County	Newsletter	Placed in Binder
	Yeager Benson Memorial Post 199	Resolution Endorsing Al Buxton for Fourth District 2nd Vice Commander	Reported
1/14/2020	Senator Steve Wilson	Veterans Honor Program	Deceased member from 2019 names submitted for inclusion in program
1/22/2020	Forest Hills Music Department	Request for Donation	\$75 Donation approved forwarded to CI

A motion (Don Bishop) was made and seconded (Jerry Porter) to donate \$75.00 to the Forest Hills School Music Department as a sponsor of their fund raiser, Motion passed unanimously.

BUDGET REPORT / FINANCE ISSUES AND CONCERNS:

Checking Fifth Third \$ 9700.00
 Checking First Financial \$ 5417.25
 Savings \$22300.00
TOTAL \$37417.25

There are 3 bills to ne paid

Post 318 Financial Operation Proposed Changes

1. Open a checking account at 1st Financial
2. Reason: With the changeover of the Credit Cards to this bank, it will make for an easier payment of the mortgage and cards by having an account here.
I would designate it the Operating account.
3. Leave \$5000 in 5/3 for capital projects and emergencies.
Designated Capital Account
I believe in having multiple accounts in case there is a problem down the line with one of them
4. Switch over the Duke, GCWW, and cable bills to automatic payments.
You still have a record of those monthly expenses but there would be no confusion with the paper bills we currently receive.
5. Open A Certificate of Deposit at whichever bank has the best rate for \$10000 of our savings.
New people on the use of the Credit Card rates would produce \$150 - \$190 per year.

A motion (Randy Lindsey) was made and seconded (Don Bishop) to switch over the Duke, GCWW, and cable bills to automatic payments with First Financial. Motion passed unanimously. It was also noted that Membership Payments and Mania Fundraise Deductions will need to be moved to First Financial.

OPEN ISSUES / OLD BUSINESS: The following open issues were discussed

- The outstanding motion regarding the upgrade of the two Post computers to Windows 10 was held with the possibility of a need to upgrade Quicken. Jerry Porter will talk to Mike get the computers to Mike on January 31st for the upgrade.
- Development of a policy for advertising in the Post Newsletter. To be completed by Adjutant Ruffennach.
- The details of the upcoming Fish Fry were discussed *with a motion (Don Bishop) made and seconded (Jerry Porter) to switch to maintain the pricing from 2019 with changes to the menu of Chicken Tenders in place of Nuggets and the addition of Green Beans as a side item.. Motion passed unanimously.* A discussion was held regarding the use of plastic utensils for the Fish Fry to minimize the loss of our current supply of silverware and reduce the need for washing the silverware. *A motion (Jerry Porter) was made and seconded (Ed Sears) to utilize plastic utensils for the Fish Fry. Motion passed unanimously.*
- Bob Kamman will also take the time to train new people on the credit card usage process.

NEW ISSUES / NEW BUSINESS (Commander): Commander Dubois noted, or led discussion on the following new issues or new business.

A Shared Parking Proposal was introduced in writing to the Post by the Owner of the Pet Store next door. The complexity of the proposal extended beyond the Executive Committee discussion and a Committee of Joe DuBois, Ed Ruffennach, Don Bishop, and Dan Wolfangel was appointed to review the proposal and determine the course of action for the Post.

Bob Alfieri reported that he is in the process of “Cleaning House” and removing clutter and things that are no longer of use.

Commander Dubois questioned the need for a Post Historian to document our Post Activities. There was discussion regarding the difference between Public Relations and a Historian. It was recommended that anyone taking pictures should forward those for inclusion in the Newsletter. An article will appear in the Newsletter requesting everyone’s participation.

NEW ISSUES / NEW BUSINESS (Polling of Committee Chairs):

Membership: Quota has been reached at 164 and we are only one away from our internal goal of 165. This is the highest membership in recent years. There is a Brown Jug Party on March 14th at Post 72. Bob Kamman will attend, if anyone is interested in also attending please let him know.

Post Activities: Chili Cook-off (Bowl) on February 19th on the Clubroom at 6:30 PM. Randy Lindsey proposed that we hold the Christmas Party of December 5, 2020 which is a Saturday in hopes of attracting younger members who maybe working on Friday. The event was placed on the calendar.

Chaplain/VAVS: Bill Hitchcock passed away.

Americanism: The Oratorical contest will be on January 25th. The interviews for Buckeye Boys and Girls State have started. District is looking for additional sponsors for students. We will wait to see how many we have from our community.

Community Support & Recognition: The local Cub Scout Pack will be using the hall for a one time use for their meeting following an outing at the Pet Center on January 25th. The use was approved by the EC via an email vote on January 21, 2020.

Nominations have been received for Law Enforcement Officer of the Year from the Hamilton County Sheriff’s Department and a co-nomination has been received for Firefighter of the Year from Anderson Township Fire Department. The Fire Department has been advised that there is not an opportunity at the County level for the nominees so the award will only be at the Post level.

Commander DuBois has been contacted by the Census Bureau regarding people being trained to take the Census. Census Takers would be paid \$22.50 / hour. They would also like to use the Patriot Center for training at no cost. A motion (Dan Wolfangel) was made to provide the hall for three days from 8-5 each day. Discussions were held

regarding someone from the Post being present while training was in progress. Without knowing the dates no one could commit, and the motion was rescinded. It was suggested that if someone from the Post was being trained that would fulfill the requirement of a member being present during training.

Service, Veterans Affairs / Economic / Legislative:

Judge Cooper the founder of Felony Veterans Drug Treatment Court requesting to speak to the group regarding the program. Commander DuBois will contact her to see if she would be willing to speak to our small.

Bingo: Bingo is doing well. Ed Sears requested that we exercise caution when moving the Bingo machine. The machine is extremely expensive.

Fund-Raising: Arizona Lou a comedian has approached us regarding a free fund raiser performance in October or November but request assistance with booking other performances while he is in the area. Decided not to pursue any further. Interviewing the band Model Behavior for use later in the season.

Event Coordination: Events are scheduled as follows:

February one (1 event); March two (2) events; June one (1) event

House: Chair Alfieri, noted the followings: A claim has been filed with our insurance company for the replacement cost of the compressor for the walk-in cooler. With our \$500 deductible we should receive \$1295. Fifteen (15) of the tablecloths have been replaced.

Internal / External Communications: Chair Ruffennach (External Communications)

- Donation acknowledgement of \$300 in honor of Don Bishop sent to Christine Moore
- Donation acknowledgement of \$100 in memory of father and relative who served in WWII sent to Marsha Morrow.
- Donation acknowledgements of a total of \$331 sent to ten (10) ShowClix donors.
- Completed and forwarded a Post Selection Sheet Information Page to the Department of Ohio
- Responded via email to the Office of State Senator Steve Wilson with the names of our 3 deceased members in 2019 for inclusion in the Veterans Honor Program.

Uniform Ceremonies: Ralph Caskey excused. All details are covered at this time.

Charities, Inc Don Bishop reported that a Charities Inc Board meeting will be held February 17, 2020. The next big fund raiser will be the Poppy Program, which will be discussed further at the meeting.

Hamilton County Council Issues / Concerns: Hamilton County newsletter has been received

4th District Issues / Concerns: Commander DuBois attended the Winter Conference where we were awarded a Plaque for meeting our Membership Quota

Dept of Ohio Issues / Concerns: Mid-Winter Conference January 24-25, 2020

Good of Legion: Nothing to report

Further Business: Nothing to report

Adjournment of Meeting: There being nothing further to come before the Executive Board Meeting, Commander DuBois adjourned the meeting at approximately 9:21 PM.

Prepared by:



Ed Ruffennach
Adjutant Post 318

