

MINUTES
AMERICAN LEGION POST 318
EXECUTIVE COMMITTEE MEETING
July 31, 2019

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	Randy Lindsey	X
Adjutant	Ed Ruffennach	X
Finance Officer	Ron Yersky	X
Sgt-at-Arms	Ralph Caskey	E
Chaplain	Jerry Porter	X

Appointed Positions/Chairs

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

X = Present

A= Absent

E = Excused (prior notice)

V= Vacant

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 June 26, 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. ***A motion (Ron Yersky) was made and seconded (Bob Alfieri) to accept minutes as printed. Motion passed unanimously.*** Ruffennach apologized that the minutes of the General Meeting on July 10th were not available due to a computer or user error malfunction

POST EVENT CALENDAR REVIEW:

August 12
 August 21

Golf Banquet Rental
 Post Ice Cream Social

CORRESPONDENCE / ADJUTANT ITEMS:

Adjutant Ruffennach noted the following items:

Correspondence Log

Designates before / after EC Mtg

July to August General Meeting 2019

Date Received	Sender	Subject	Disposition	Date Resolved
7/10/2019	Joseph House	Thank You Note for our \$200 Donation		
7/10/2019	Floodsimple Insurance Services	Policy Renewal	To Finance Officer	7/31/2019
7/12/2019	American Legion (National)	Thank you note for our \$500 Donation		
7/114/2019	Hamilton County Veterans Service Commission	Newsletter	To C. Cleves	7/31/2019
7/15/2019	American Legion (Hamilton County)	Newsletter		
7/18/2019	Anderson Township (x2)	Thank you, Note for Parade Sponsorship,		
7/19/2019	TP White & Sons (John W. Croxton Trust)	Donation \$40.00	Membership Payment	
7/20/2019	Phyllis Martin	\$1000 Donation in Memory of George Martin	Thank you Sent	8/10/2019
7/22/2019	BioWave Home	Advertisement		
7/22/2019	Acuity Insurance	Addition of Terrorism Coverage	To Finance Officer	7/31/2019
	S.A.I. 199	Golf Outing Announcement 9-15-2019	Posted	7/31/2019
7/31/2019	Terry Childs	Donation \$100	Thank you Sent	8/10/2019

Discussion regarding the addition of Terrorism Coverage to the Acuity Insurance Policy was held. ***A motion (Don Bishop) was made and seconded (Ed Sears) to decline the offer to add Terrorism Insurance Coverage to the Acuity Insurance Policy. Motion passed unanimously.*** The Declination Statement was signed by Commander Dubois and the submittal and renewal of policy will be handled by the Finance Officer.

BUDGET REPORT / FINANCE ISSUES AND CONCERNS: Finance Officer Ron Yersky reported that the checking account was at approximately \$15,000 and the savings account at approximately \$13,000 for a total of \$28,000. Current bills are approximately \$3,500 not including the Insurance bills for Floodsimple and Acuity.

OPEN ISSUES / OLD BUSINESS: Commander DuBois noted or commented on the following:

Fund Raiser at Latitudes: Dan Wolfangel reported on the community fundraising event (“Hometown Heroes”) organized through his daughter and the cooperation of Latitudes Restaurant in Anderson Center. The event will take place on August 25th at 2:00 PM with all proceeds from the gate, silent auction basket raffles, and split -the-pot raffle benefiting Post 318.

The event is identified as a celebration of our eightieth anniversary and honoring Post 318 presence in the community. The event will feature the Dan Varner Band and the Post is being asked to provide a Color Guard and the POW/MIA table. Special presales for table reservations are being accepted but filling quickly. Tickets at the door will be \$10.00.

Young Marines Partnership: Don Bishop reported that we were attempting to find a project on which to partner with Young Marines. The project being considered is a Flag Retirement Ceremony however Don preferred that we discuss this further when SSA Caskey is present.

Band Check Policy: Dan Wolfangel discussed the creation of a Bad Check Policy of which a draft copy had been distributed. Suggestions to amend the draft were discussed and the following revisions made:

A motion (Bob Alfieri) was made and seconded (Jerry Porter) to increase the Waiting Period from seven (7) to ten (10) days before any attempt to recover any funds. Motion passed unanimously.

A motion (Don Bishop) was made and seconded (Jerry Porter) to eliminate the creation of a Bad Check Writer List. Motion passed unanimously.

A motion (Don Bishop) was made and seconded (Ed Sears) to accept the Bad Check Policy as amended. Motion passed unanimously.

Constitution and By-Laws: Dan Wolfangel discussed the amendments to the Constitution and By-Laws as distributed prior to the meeting. *A motion (Don Bishop) was made and seconded (Ed Ruffennach) to accept the amendment to the Constitution and By-Laws as discussed and distributed. Motion passed unanimously.* Dan will finalize the documents and prepare them for review and ratification by the membership at the General Meeting on September 11th. The membership will be notified no less than 10 days prior to the meeting of the ratification vote.

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

Kitchen Rental: We received a request to rent the kitchen Gino Fillis for food preparation for his food truck business. Ken Knight reported that we were unable to meet the demand of Mr. Fillis and negotiations were suspended.

Paint Party Proposal: A request to utilize our facility for a picture painting party with painting lessons was received, however, the proposal was not advantageous to the Post as fund raising activity.

BBT Arena in Kentucky notified us regarding a Toby Keith concert on Friday August 16th and whether we would be interested in purchasing a block of 20 tickets. There was no interest.

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

Membership: Chair Kamman reported and presented to Bob Alfieri and Ed Sears the Legionnaire of the Year Awards. Reported that the Legion Act has been signed by President Trump which opens membership eligibility to all Veterans who have served since December 7, 1941. Please forward any inquiries to Bob. Membership renewals are at 59% of quota which is approximately 6-8% of last year and the highest in 5 years. We have received several new members and have a very good chance of reaching goal. Reaching goal is awarded with a monetary prize from the Department. Don Bishop mentioned that Department 1st Vice Commander is Jean Wilson who is also a member of a Post within our Fourth District. Since membership is her responsibility at the Department level, we can expect some additional pressure to perform at the District and County level.

Post Activities: Chair Lindsey noted that the Ice Cream Social will be held on Wednesday August 21st at 7:00 PM. He asked that we bring toppings for the ice cream.

Dan Wolfangel reported on the Awards Ceremony that he had 19 awards that need to still be distributed. Members of the EC Committee assisted with delivery of the remaining.

Chaplain/VAVS: Chaplain Porter advised that the funeral for the non-member that we were approached about serving will be tomorrow night and will be managed by the VFW. Jerry is interviewing the Korean War Vets; he has completed 4 out of 15. Charlie Cleves reported that there are Chaplains available through the VA.

Americanism: Chair Henkel was absent so Jerry Porter reported that he will be helping Paul with the Oratorical and he was skeptical about the Americanism and Government (A&G) Test will be completed in the High School this year.

Community Support & Recognition: No report

Service, Veterans Affairs / Economic / Legislative: Chair Charles Cleves acknowledged receipt of the Hamilton County Veterans Service Commission Newsletter, he will review and pass on pertinent information to the Commander for the Post Newsletter. He has had no referrals.

Bingo: Chair Ed Sears reported that Bingo provided in July \$2600 to the Post, \$700 to Charities Inc. and concessions had \$512 in sales. YTD Bingo has provided \$18,520 in revenue to the Post and \$6,311 in revenue to Charities Inc.

Fund-Raising: Commander DuBois noted there was still no Fund-Raising Chair. In absence of a Chair, the Commander reported that the donated Reds tickets were auctioned for \$160.

Don Bishop reported on the progress of a Christmas Concert Variety Show that will utilize local band singers with the Cincy Rockers providing the musical backup. The show is scheduled for December 14th. Further information will be available as details are finalized.

Event Coordination: Chair Ken Knight advised originally, he had nothing scheduled until September, however, there is a Golf group that will be utilizing the facility on August 12th for a banquet.

House: Chair Alfieri, noted the followings:

- Window Tinting in Foyer: will be completed before the Dance Season starts
- The list of Certified Kitchen users will be updated and posted in the kitchen.
- Ceiling tiles are being replaced
- The sign announcing our eightieth anniversary will be placed permanently under the America Legion Emblem at the Club Room entrance.
- House committee is investigating a sewage leak at the rear of the building. Details to follow.
- The steam tables have been leveled.
- The installation of a light bar that would hang at the back of the stage is being investigated.
- The new warming oven has been installed and the old one will be removed.
- Twenty-five (25) new key cards have been received and updates to members cards have been made as needed. Bob Kannan will support Don Bishop in managing the key cards.

Internal / External Communications: Chair Ruffennach (External Communications) Nothing to report
Commander DuBois (Internal Communications) reported that the July Newsletter has been posted and will be sent electronically and mailed tomorrow August 1st.

Uniform Ceremonies: Chair/SAA Caskey was excused but submitted a report.

Color Guard detail at FHSD opening on August 12, 7:30 am

Commander Joe, Ed R, Bob A, Gary G, Walt G, Ralph C.

We will present Flags to schools at that time. too. (Flags are in the Armory)

Color Guard detail: August 25th Latitudes fund raiser. Details still in process.

Joseph House donations will be delivered ASAP.

Fall sports season will be starting soon. Will try to rotate all Color Guard members as dates come in for games.

The rifle cleaning session has not been scheduled yet.

Charities, Inc.: Liaison Bishop stated there was nothing to report at this time

Hamilton County Council Issues / Concerns: Newsletter reported that there had been a change to the American Legion Preamble, however, the EC decided to wait for official communication from National before initiating any changes.

4th District Issues / Concerns: Nothing to report.

Dept of Ohio Issues / Concerns: Nothing to report.

Good of Legion: Nothing to report

Further Business: None.

Adjournment of Meeting: There being nothing further to come before the Executive Board Meeting, Commander DuBois adjourned the meeting at approximately 8:42 PM

Prepared by:

A handwritten signature in cursive script that reads "Edward C. Ruffennach Jr.".

Ed Ruffennach
Adjutant Post 318