

MINUTES
AMERICAN LEGION POST 318
EXECUTIVE COMMITTEE MEETING
June 26, 2019 (Pending Approval)

The Executive Committee Meeting was called to order at approximately 7:01 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. Present were: Post Officers:

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	X
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	E
Event Coord. Chair	Ken Knight	E
Charities, Inc Liaison	Don Bishop	X
Corporate Statutory Agent	Dan Wolfangel	X

X = Present

A= Absent

E = Excused (prior notice)

V= Vacant

MINUTES OF LAST MEETING: Adjutant Ruffennach, noted that the E.C. Meeting Minutes from the May 29, 2019 meeting had been reduced to print and previously distributed by Adjutant Wolfangel 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 (Dan Wolfangel) to accept the May 29, 2019 E.C. Meeting Minutes, as printed, was seconded (Ron Yersky), and was passed unanimously.***

POST EVENT CALENDAR REVIEW:

Upcoming events were reviewed by Commander Dubois as follows:

June 30 thru July 1.....Department of Ohio Meeting
 July 4..... Anderson Township Parade
 July 10.....Post 318 General Meeting
 July 20..... Post 318 Awards Ceremony

CORRESPONDENCE / ADJUTANT ITEMS:

Adjutant Ruffennach noted the following items:

New Correspondence (since last meeting):

Correspondence Log

Date Rec'd	Sender	Subject	Disposition	Date Resolved
6/20/2019	Ohio Veterans Home	Donation Request	Declined request	6/26/2019
6/20/2019	Ohio Veterans Home	Golf Outing Announcement August 24	Flyer posted	6/20/2019
6/20/2019	Google My Business	Verification of our Business on Google	Forward to Eric Franz	
6/25/2019	Fisher House	Thank note to Charities Inc for donation	Forwarded to CI Liaison Bishop	6/25/2019
6/25/2019	USO Central / SW Ohio	Undelivered Donation Check & Letter	Forwarded to CI Liaison Bishop	6/25/2019
6/26/2019	Volunteers of America	Donation Request	Declined request	6/26/2019
6/26/2019	Google My Business	Verification of our Business on Google	Forward to Eric Franz	
6/26/2019	American Legion Department of Ohio	2020 Membership Cards, Officer Manuals, and Membership Quota Award	Forward to 1 st Vice Kamman	6/26/2019
		Gifts for Yanks Information	Forward to SAA Caskey	6/26/2019

Outgoing Correspondence and Adjutant Actions:

Contribution acknowledgement and thank you letter sent to Legionnaire Tony Capetillo for his donation of the grill that was used for our cookout on June 19th.

BUDGET REPORT / FINANCE ISSUES AND CONCERNS: Finance Officer Yersky reported that we currently have approximately thirteen thousand dollars (\$13,000) in the checking account and approximately twelve thousand five hundred dollars in savings (\$12,500) for a total of approximately twenty-five thousand five hundred dollars (\$25,500). He did, however, caution us that our revenue streams are significantly reduced during the summer months because of the suspended dance schedule and that the current bills had not yet been paid including the mortgage payment. He requested that we receive approval from him prior to any non-routine purchases.

The 2019-2020 Budget has been approved.

Ron Yersky is still exploring the logistics of switching our credit card accounts to First Financial Bank, the holder of our mortgage.

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

4th District Picnic: Commander DuBois attended and received our membership enrollment information.

Latitudes Fund Raiser: Both Commander DuBois and Dan Wolfangel updated the preparation for the American Legion Post 318 Fund Raiser to be held at Latitudes Restaurant in Anderson Town Center on Sunday August

25, 2019 from 2:00PM to 7:00PM. The cost of the event is ten dollars (\$10.00) at the door. There was available a VIP Table option at the cost of two hundred dollars (\$200.00) for a 6 top and one hundred fifty dollars (\$150.00) for a 4 top that provided some additional amenities, however those are virtually sold-out. There will be silent auction gift baskets and band for entertainment. All admissions proceeds and silent auction proceeds will be donated to the Post. In fact, the VIP Table reservation payments by check are written to Post 318. Advertisement has been placed on Facebook by Latitudes and should appear on our website and Facebook page also. Flyers have also been posted in the club room. We are being asked to provide a Color Guard for Opening Ceremonies and the POW / MIA Table.

Novation's Network: Continues to be old business. Attempts are being made to contact the company because we will still have a signed contract with them. The contract is for installation of networking equipment on the roof and payment for that access.

Dance Floor Committee Report: Nothing new to report. Latest meeting suggested checking the creek side of the building for moisture entry points or an opportunity that would improve keeping any run-off water away from the building

Film on Foyer Windows: House chair Alfieri with the assistance of Ed Sears are working on placement and appropriate color for the window shade film.

Constitution & By-Laws Amendments: Dan Wolfangel presented suggested amendments that were previously distributed to the EC Committee for comment and revisions. Each suggested amendment was reviewed and discussed at length taking into consideration suggestions for further revisions. The consensus of the committee was to amend the documents to reflect the practice and the appropriate conduct of all Post activities while establishing principles for the development and execution of the business plan. Corporate Statutory Agent Wolfangel having initiated the process of revision while Adjutant consented to compile the suggestions and revisions for distribution to the EC Committee and presentation at the EC Meeting scheduled for July 31st.

NEW ISSUES / NEW BUSINESS (Commander): There were no new issues or new business presented by Commander Dubois.

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

Membership: Chair Kanmman reported that he has received the new membership cards for 2020 and he is prepared to accept renewals for membership. He also reported that we received an award for once again making our membership quota for 2019. The plaque will be hung in the club room.

Post Activities:

- Chair Lindsey noted that the Award Ceremony is scheduled for July 20, 2019 and Dan Wolfangel reported that invites have been distributed and the services pins have been received and certificates are printed. To date he has received 19 responses to attend.
- Chair Lindsey also reported that we have been invited to attend a Military Recognition Night with the Florence Freedom Baseball Team on July 2nd. An email from the Commander was distributed on June 26th explaining how to access the free tickets for you and your immediate family.
- Chair Lindsey also thanked everyone for the success of the Cookout that turned into a Cook-in. We had a great turnout with over 40 people in attendance.

Chaplain/VAVS: Chaplain Porter advised that there is no VAVS schedule for the month of July. He also reported that Bill King is recovering from a pacemaker implantation.

Americanism: Chair Henkel was not present and there was no report.

Community Support & Recognition: Commander Dubois noted that he attended the Exchange Club which is a local group interested in community charitable activities with Past Commander Bishop. Past Commander Bishop briefed the group on the activities of Post 318.

Service, Veterans Affairs / Economic / Legislative:

- Chair Cleves reported that the Mission Act has passed which strengthens the availability of access to medical services outside of the VA System with the use of your VA Card.
- Chair Cleves also reported that the Blue Water Bill has passed and has been signed by President Trump to provide benefits for military personnel that may have been affected by Agent Orange from water contamination.

Bingo:

- Chair Sears reported that he is estimating that the month of June will be a good month for Bingo with one more Sunday remaining.
- Chair Sears he is investigating the regulations regarding the minimum age for entrance into the Bingo hall.
- Chair Sears also suggested that we develop a policy and procedure for managing bounced checks from participants in our fundraising activities. Discussion ensued and suggestions were made regarding the policies content. Those recommendations were taken under consideration and will be developed into a practice by Corporate Statutory Agent Wolfangel who volunteered to write the policy for the EC Committee to review,

Fund-Raising: Commander DuBois noted there was still no Fund-Raising Chair. However, several things were discussed including the use of Facebook for Fundraising Activity Promotion and the disposition of a 30lb bag of French Fries that was in the freezer. ***A motion was made (Don Bishop) and seconded (Jerry Porter) to donate the French Fries to Joseph House. Motion carried.***

Event Coordination: Chair Knight was excused but it was noted that there is a rental for July 12th. It was noted that House Alfieri was awaiting the table layout for the event.

House: Chair Alfieri was excused but submitted a report

- Gutters: The cleaning of the gutters has been completed
- Roof: Still some small leaks which Chair Alfieri will discuss with roofing company
- Ceiling Tiles: There are numerous ceiling tiles that need replaced due to staining from leaks. We will probably need two boxes.
- Key Card Access: We need to purchase additional twenty-five (25) cards at a cost of one hundred dollars (\$100)
- Also reported that Black Dog paving will be adding stripes to each of the handicap ramp to aide visibility.

Internal / External Communications:

Chair Ruffennach (External Communications) Nothing to report

Commander DuBois (Internal Communications) advised the Newsletter will be distributed this weekend.

Uniform Ceremonies: Chair/SAA Caskey commented or noted the following:

- Chair Caskey reported on the preparations for the Anderson 4th of July Parade schedule for 10:00 AM. We will provide the Boy Scouts, a Bagpiper, a Color Guard, six cars, and a 10-foot x 17-foot American Flag carried by 8 members / friends of the Legion. He also reported that there will be a shuttle available to bring participants from the end of the parade to where we are starting.
- The box for the Joseph House will be managed and delivered to then when more items are placed in it,
- The information regarding the ammo inventory and resupply order was given to Adjutant Ruffennach for processing.

Charities, Inc.: Liaison Bishop had nothing to report.

Hamilton County Council Issues / Concerns: Nothing to report

4th District Issues / Concerns: Schedule of activities posted. Nothing additional to report.

Dept of Ohio Issues / Concerns: Nothing additional 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 8:47 PM. Next meeting schedule for July 31, 2019 at 7:00 PM.

Prepared by:

Edward C. Ruffennach Jr, Adjutant
American Legion Post 318
Anderson Township