

**MINUTES  
AMERICAN LEGION POST 318  
EXECUTIVE COMMITTEE MEETING  
DECEMBER 23, 2024**

Commander Minnich called the meeting to order at approximately 7:00 PM at the Post. Matters addressed at the meeting were:

**ROLL CALL OF POST OFFICERS AND COMMITTEE CHAIRS:**

Adjutant Carey conducted roll call and indicated twelve (12) EC members present as noted below, which exceeded the quorum of nine (9). **Physical 12, Virtual 0.**

<b>Elected Officers</b>	<b>Voting Members Present</b>		
Commander	Kirk Minnich		X
First Vice Commander	Bob Kamman		X
Second Vice Commander	Tina Sunderhaus		X
Adjutant	Bob Carey		X
Finance Officer	Randy Lindsey		X
Sergeant at Arms	Ralph Caskey		X
Chaplain	Rob Heberly	E	

<b>Appointed Positions/Chairs</b>			
Corporate Statutory Agent/Ass't Adjutant	Dan Wolfangel	E	
Charities, Inc. Liaison			
Service Officer	Charlie Cleves	E	
Americanism Chair	Eric Howland	E	
Bingo Chair	Ed Sears		X
Community Support Chair	VACANT	V	
Fund Raising Chair	VACANT	V	
House Chair	Bob Alfieri		X
Event Coordination Chair	Ken Knight		X
SAL Advisory Committee Chair	Tony Capetillo		X
Bar/Concession Manager	Steve Stuntz		X

<b>EC Alternates</b>			
Assistant Finance Officer	Joe Dubois		X
Assistant Sergeant at Arms	Gary Gregorio	E	

<b>Additional Attendees</b>			
SAL Second Vice Commander	Tim Sunderhaus	X	
SAL Adjutant	Todd Sledge	X	

**KEY:** X=Present E=Excused (Prior Notice) A=Absent V=Vacant Z=via Zoom

**MINUTES OF LAST MEETING:**

Carey noted that the E.C. Meeting Minutes from November 25, 2024 were posted in E.C. Minutes Binder in club room, distributed to all E.C. members, and sent to Post Web-Master for posting. *Motion made by Sunderhaus to accept and approve the Minutes as submitted was Seconded by Stuntz and approved by unanimous vote of E.C.*

**POST EVENT CALENDAR REVIEW:**

2nd Vice Commander Sunderhaus reported:

- The calendar is up to date
- Bengals watch party this Saturday at 4:30
- Karaoke after the Bengals game
- NYE party
- New Years Day Rose Bowl party at 5:00
- Disco party with SAL January 18

**CORRESPONDENCE LOG:**

Adjutant Carey advised and commented on action taken on the following items of correspondence since the last meeting:

**Incoming Correspondence:**

- Routine bank statements, ads, magazines, dues, invoices, etc.
- Voicemail asking about Bingo. Forwarded to Sears
- New credit card for Gilbert. Placed in Lindsey drawer
- 2 payments for bricks. Placed in Lindsey drawer
- Solicitation from Joseph House. Placed in Minnich drawer
- Thank You card from Bailey Funk for attending BGS. Placed in Howland file

**Outgoing Correspondence:** None

**Misc. Adjutant Items:** None

**BUDGET REPORT / FINANCE ISSUES AND CONCERNS:** Finance Officer Lindsey provided the Financial Report for December 23, 2024, included with the hard copies of these Minutes.

He proposed the total profit from alcoholic drinks at the NYE party, less the champagne and the alcohol for the band, be split 50-50 between the Post and SAL. **Motion by Lindsey was Seconded by Alfieri and approved unanimously.**

**OPEN ISSUES / OLD BUSINESS:**

Minnich reported working on the Post business plan, and emailed a draft organization chart for comments.

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

Lindsey proposed terminating the contract with “At Your Service Now” (AYSN) because of numerous alleged violations of security, safety, cleanliness, sanitation, access, etc. Through discussion, it was noted that various privileges have been granted to AYSN without amending their contract or increasing their \$400/month rental rate. The oven and other equipment are owned by AYSN. **Motion by Knight to form a subcommittee consisting of Alfieri, Lindsey, Knight, Kamman, and Minnich to review the contract with AYSN and resolve issues related to their use of the kitchen and other equipment was Seconded by Kamman and approved unanimously.**

**Membership:** Chair Kamman reported:

- 156 (88%) renewed; 21 members have yet to renew
- Need 21 more to make quota 177
- Post goal 185

- He will update the roster of deceased members for Caskey

**Chaplain/VAVS:** No report

**Americanism:** Chair Howland:

Kamman reported another BBS inquiry from a student at McNick, which is Post 484 responsibility; the coordination is being worked to ensure the student gets the opportunity to go, either through Post 484 or 318. Lindsey noted that Post 484 sends as many as 15 each boys and girls to BBS/BGS.

**Community Support & Recognition:** (Vacant) No report

**Service, Veterans Affairs / Economic / Legislative:** Chair Cleves: No report

**Bingo:** Chair Sears reported he has received a temporary Bingo license for all 3 types.

**EBingo:** Lindsey reported \$1,782 so far this month.

**Fund-Raising:** (Vacant)

Minnich reported on a meeting with Cincy Rockers regarding their availability to perform at upcoming dances. As a result, the Valentines Day dance will be February 15. Since a Fish Fry occurs March 14, another arrangement will be made for the St. Patrick's Day dance. Also, the Cinco de Mayo dance is being planned.

Caskey reported on the paver brick project:

- 42 bricks sold to date; target sales is 150 bricks
- Discussed possibly increasing the price for later purchases
- Encourage SAL members to purchase a brick to recognize their veteran sponsors

**Event Coordination:** Chair Knight submitted the below report, and discussed other items:

1. Mary Kay Products is in Hall A on Tuesday evenings 6pm-8pm, in 2025 with a few exceptions.
2. The East Side Republican Club (ESRC) is renting Hall B, typically the last Tuesday of each month from 7:00pm-830 pm in 2025 (with a few exceptions)
3. The Warbirds are renting Hall B, typically the first Monday of each month in 2025 (with a few exception). They will not be having a bartender but will be using the Club room for drinks.
4. AARP will be using Hall A in 2025. Approved by EC in 11/24. All the dates are on the Post calendar
5. 1/4/25 Hall A rental 2-4 pm
6. 1/25/25 Hall A rental from 7 pm to 10 pm
7. All my rental dates, times, and locations that I have booked so far for 2025 are on the Post calendar
8. Rental income for December 2024 is \$1,902  
YTD Hall Rental Income is \$10,722  
Note: this does not include alcoholic nor non-alcohol drink sales thru the Clover system.
9. The bartender fee for Hall rentals was been approved by the EC in 11/24 to go to \$20/hour in 2025
10. Bartender list, and training for 2025. See attached list dated 12/21/24. It is my intention to only use

bartenders (for my rentals) who are on the list and who have taken the training recommended by the Post. Bartenders for rentals are to use code 1772 for Club Room purchases, not 0318. Lindsey clarified that the use of 1772 was not necessary

As in the past, the event coordinator is responsible for selecting the bartenders for a rental event. The renters cannot select the bartenders for their event.

11. Use of the kitchen by individuals on the Post approved list. It is my intention to only allow individuals who are on the approved list in the kitchen to prepare food prior to or during a rental in 2025. If there is an individual on the list actively supervising others in the kitchen (who are not on the list) is acceptable.
12. The kitchen rental contract with At Your Service Now was renewed on October 1st 2024  
The contract is for 1 year, and has an auto renewal clause under mutual agreement  
The contract is for \$400/month.
13. The Hall TVs on the Spectrum system, on the matrix input 4 did not work. This was repaired by Kamman
14. As a reminder, the "red dot" on the Post calendar indicates a rental
15. I have been managing all the Hall rentals for 6 years now. I will retire from that position in December of 2025 (7 years, if I last that long).

Knight provided a list of bartenders for 2025. It was clarified that all bartenders will be required to have in-house training

**House:** Chair Alfieri reported:

- The required Public Health food allergen placards are being posted
- 16 are signed up for kitchen training
- Roof repair is being scheduled

Kamman reported:

- Reprogrammed entry cards and fobs have been provided to all who have requested them and need them
- The Mailchimp system has been upgraded for up to 5 users

**Internal / External Communications:** No report

**Internal / Newsletter:**

Minnich reminded all to submit articles promptly for the January newsletter.

**Uniform Ceremonies:** Caskey had no further report

**Charities, Inc. (C.I.):** No report

**Marketing Committee:** Chair Minnich - see other sections of these Minutes

**Bar/Concessions:** Chair Stuntz had no report

**SAL Squadron:** Sledge reported:

- About 122 NYE tickets are sold, as well as several sponsorships
- The fundraiser by Varner at the Tap House produced approximately \$3,000

- Had a nice crowd for the Bengals game
- Disco party is being well publicized
- As suggested by Sears, Trivia Night is being considered

**Hamilton County Council Issues / Concerns:** Minnich reported Hamilton County Veterans Services Commission is looking for nominations for membership on the commission.

**4<sup>th</sup> District Issues / Concerns:** No report

**Dept of Ohio Issues / Concerns:** No report

**Good of Legion:**

Sunderhaus noted the Christmas party was great.

Caskey noted the Eagle Scout project presentation will be at the **January Regular** meeting.

Kamman noted he has 3 more bottles of the Honor Flight bourbon to raffle in the club room

**Further Business:** None

**Adjournment of Meeting:**

Commander Minnich, indicating there being no further business to come before the Executive Committee Meeting, adjourned the meeting at approximately 8:50 PM.

Prepared by:



Adjutant Carey