

**MINUTES
AMERICAN LEGION POST 318
EXECUTIVE COMMITTEE MEETING
AUGUST 27, 2025**

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 nine (9) EC members present as noted below, which met the quorum of nine (9). **Physical 9, Virtual 0.**

Elected Officers

Commander	Kirk Minnich	X
First Vice Commander	Morgan Sipes	X
Second Vice Commander	Tina Sunderhaus	X
Adjutant/Corporate Statutory Agent	Bob Carey	X
Finance Officer	Randy Lindsey	X
Sergeant at Arms	Ralph Caskey	X
Chaplain	Rob Heberly	A

Appointed Positions/Chairs

Charities, Inc. Liaison	Dan Wolfangel	E
Service Officer	Charlie Cleves	X
Americanism Chair	Eric Howland	E
Bingo Chair	Ed Sears	X
Community Support Chair	VACANT	V
Fund Raising Chair	VACANT	V
House Chair	VACANT	V
Event Coordination Chair	Ken Knight	X
SAL Advisory Committee Chair	Tony Capetillo	E
Bar/Concession Manager	Steve Stuntz	E

EC Alternates

Assistant Finance Officer	Joe Dubois	A
Assistant Sergeant at Arms	Gary Gregorio	A

Additional Attendees

SAL Second Vice Commander	Tim Sunderhaus	X
Charities, Inc. Treasurer	Martin Gilbert	A

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

MINUTES OF LAST MEETING: Adjutant Carey advised that the July 30, 2025, EC Meeting Minutes have been posted in the Meeting Minutes binder in the club room, distributed to all E.C. members, and have been submitted for the Post website. **Motion by Sunderhaus to approve the July 30, 2025 EC Meeting Minutes was Seconded by Caskey and approved unanimously by the EC.**

POST OFFICERS REPORTS:

ADJUTANT: (CAREY)

Incoming Correspondence:

- Routine bank statements, ads, magazines, dues, invoices, etc.
- Email from Hospice of Cincinnati announcing the fourth annual Welcome Home Event at Summit Park in Blue Ash September 24. Flyer posted on BB
- Check from National Turkey Federation. To Lindsey
- Voicemail from Britt wanting to donate WWII relics from his father. To Caskey
- Voicemail from Mike wanting to donate medical equipment (wheelchair, etc). To Minnich and Caskey
- Email from Easter Seals Redwood announcing their new facility at 2901 Gilbert Ave. that is open to veterans. To Minnich and Cleves
- Email from Mt. Washington Care Center requesting a flagpole ceremony. To Caskey
- Solicitation from Cast It Forward. To Minnich and Wolfangel
- Thank you note from FHSD. To Caskey
- Voicemail from Guy wanting to sell old Legion scroll documents from 1921-1930. To Caskey and Minnich
- Voicemail from Mt Washington Care Center regarding a flagpole ceremony. To Caskey

Outgoing Correspondence: Acknowledgment letter to Roger Wade for services cleaning out the drainage ditch behind and beside the building.

Internal/External Correspondence: None

Newsletter: Minnich is finalizing the September newsletter.

Additional Adjutant Items: Carey will be out of town September 10; Kamman will take notes of the meeting.

Community Support & Recognition: No report

FINANCE OFFICER: (LINDSEY)

Finance Report: Lindsey provided the finance report for August 27, 2025, which is included with the printed version of these Minutes. E-Bingo and Club Room receipts are shown in the Financial Report. He further reported:

- With Acuity discontinuing (in 26 days) the business of insuring veterans organizations, he is seeking suggestions for other carriers to cover our facilities, liability, and alcohol sales.
- Our CD matures September 21. We will withdraw funds sufficient for our insurance payment and roof work, and deposit enough in a new CD to cover our mortgage balloon final payment.
- He received the official notification from Sears dated August 27, 2025, of the closing of Post 318 Type I (Bingo) and Type II (pull tabs) licenses on September 28, 2025. A copy is included with the printed version of these Minutes.

There was discussion regarding bar cost of goods sold and inventory accounting, and the disposal of unused keg beer provided by renters. We comply with all regulations.

Event Coordination: Knight presented the below event report for August 27, 2025:

Hall account update for EC meeting on 8/27/25

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-8:30pm 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 exceptions). They will not be having a bartender but will be using the Club room for drinks.
4. 9/20/25 - Queen City Strutters in full hall 5:30-10pm.
5. 9/26/25 - Birthday Party Hall B, 5:30-9pm. Will there be any event in the Club room that evening? ANSWER: Yes
6. 9/27/25 - McNick 55th reunion, Hall A, 6:30-10:30pm
7. All my rental dates, times and locations that I have booked so far for 2025 are on the Post calendar
8. Since I will no longer be handling Hall rentals after 12/31/25, I have contacted all the repetitive renters and requested dates for the 2026 calendar. My goal was to have those dates on the 2026 calendar by 9/30/25. All of the repetitive dates for 2026 have been added to the 2026 Post calendar except AARP.
9. Hall rental income for July 2025 is \$1,964, YTD Hall Rental Income is \$11,164
Note: this does not include Club Room sales as part of a rental entered via the Clover system.
10. I do not intend to use Hall rentals for training bartenders.
11. The 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 who is actively supervising others in the kitchen (who are not on the list), that is acceptable.

12. As a reminder, as was discussed at a EC meeting last year, the red dot on the Post calendar indicates a rental
13. 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.

After discussion, Minnich confirmed that Post bartenders are to be certified as of October 1.

Bingo Report: Sears presented the Bingo Report for August, included with the printed version of these Minutes. The final Bingo event will be September 28. He emphasized the brown paper towel dispensers in the kitchen and bar have to be refilled promptly in compliance with Health code; it will be added to the weekly cleaning checklist.

FIRST VICE: (SIPES)

Membership: Sipes reported 98 paid members and 13 paid by CI for a total of 111. Our quota is 182.

Security: Kamman provided the report included with the printed version of these Minutes.

House: No report

Website/Technology: No report

SECOND VICE: (SUNDERHAUS)

Calendar of Upcoming Events: Sunderhaus reported:

- Benefit fund raiser event September 28 (tentative) at the Tap House.
- Cookout, Ice Cream Social, and Car Show September 6.
- Tina and Tim Sunderhaus are prepared to help manage Karaoke Thursdays.
- She is encouraging Post and SAL wives to join the group of trained bartenders.
- Tina will be escorting John Listerman on the September 10 Honor Flight
- 17 contestants participated in the Stein Hoisting event August 16; Carey will represent the Post at the September 6 Stein Hoist Finals at Beech Acres at 2:30

Marketing Committee Report included above.

Brick Project (Caskey): Caskey has 7 bricks to install, and 2 on the next order

Euchre: Discontinued

Bar/Clubroom Report: (Stuntz) None

CHAPLAIN: (HEBERLY)

Chaplain Report: None

Americanism Report Chair Howland: None

SERVICE OFFICER: (CLEVES)

Service Officer Report: No report

Veterans Affairs Report No report

Economic and Legislative Report No report

SERGEANT AT ARMS: (CASKEY)

Uniform Ceremonies: Caskey reported:

- Will display uniforms from Air Force in September
- AHS Girls Soccer game September 9 6:30 Honor Night; need volunteers
- AHS Military Night September 12 6:30; need volunteers
- In discussion with Mt. Washington Care Center regarding a flagpole ceremony
- Has received WWII relics and pictures for display
- October 28 Honor Flight sendoff

COMMANDER'S REPORT:

SAL Squadron Report: Tim Sunderhaus reported:

- Gearing up for NYE party
- Texas Hold 'Em Tournament in association with Anderson Fire Dept., February 7 (tentatively)
- Fund raiser at Tap House September 28 (tentatively)
- Provided update on the condition of SAL Commander
- Anderson Fire Dept requires fire fighters to be involved in community activities
- Beginning Sept 7 Club Room open every Friday night, and every Bengals game
- Live entertainment in Club Room starts October 3
- Installing a new larger TV in Club Room

4th District Report: Emphasizing attendance at their meetings and improved communication.

Dept. of Ohio Report: No report

CHARITIES INC. LIAISON: No report

COMMITTEE CHAIR PRESENTATIONS: Included above.

SPECIAL GUEST PRESENTATIONS: None

OLD BUSINESS: None

NEW BUSINESS: Need more marketing ideas and more member participation in Marketing

GOOD OF THE LEGION: None

CLOSING REMARKS: None

ADJOURNMENT: Commander Minnich, indicating there being no further business to come before the Executive Committee Meeting, adjourned the meeting at approximately 8:30 PM.

Prepared by:



Adjutant Carey