

MINUTES
AMERICAN LEGION POST 318
EXECUTIVE COMMITTEE MEETING
April 29, 2020

(NOTE: This E.C. Meeting was held via ZOOM tele-conference call due to COVID-19 social distancing restrictions, and Minutes were taken by Acting Adjutant Dan Wolfangel, at request of Commander DuBois.)

The Executive Committee Meeting was called to order at approximately 7:10 PM, via conference call, by Commander DuBois. Matters addressed at the Executive Committee Meeting were:

ROLL CALL OF POST OFFICERS AND COMMITTEE CHAIRS:

Acting Adjutant Dan Wolfangel conducted roll call, and indicated a quorum was present.

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	E
Sgt-at-Arms	Ralph Caskey	A
Chaplain	Jerry Porter	X

Appointed Positions/Chairs

Service Officer	Charlie Cleves	A
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

MINUTES OF LAST MEETING: It was noted that there were no E.C. Minutes for April, as meeting had been canceled due to COVID-19 social distancing restrictions. Presentation, and consideration of approval of E.C. Meeting Minutes from the February 26, 2020 meeting were deferred until May E.C. Meeting due to absence of Adjutant Ruffennach.

POST EVENT CALENDAR REVIEW: No review conducted due to all Post activities and events being currently canceled due to COVID-19 restrictions.

Correspondence Log

None reported due to absence of Adjutant Ruffennach.

BUDGET REPORT / FINANCE ISSUES AND CONCERNS: Finance Officer Randy Lindsey had previously sly submitted a written April EOM Financial Report, via email, to all E.C. members. He recapped his report as follows: submitted

Checking Fifth Third	\$ 200.00
Checking First Financial	\$ 14,261.31
Savings First Financial	\$ 12,125.01
CD (13 mos)	\$ 10,000.00

Noted that all bills were currently paid, including Liquor License renewal fee of \$2,844.00. He further:

- Post monthly expenses have been reduced to \$2,500.00, of which \$1,496.86 is monthly mortgage payment.
- Thanked Bob Alfieri and Ed Sears for their efforts at reducing Post's energy consumption during the COVID-19 shutdown.
- Still pending is Layer fees related to Anderson Pet Center agreement.

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

- Pet Center Agreement: Commander DuBois advised agreement is in hands of owner of Pet Center, awaiting determination of a date when the related construction would be scheduled to start, after which agreement can be executed.

NEW ISSUES / NEW BUSINESS (Commander): Commander Dubois noted, he had no new issues or new business.

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

Membership: Chair Bob Kamman, noted no issues. Indicated still had one “first year paid” opening for a new member.

Post Activities: Chair Randy Lindsey noted no issues and all Post activities and events are currently canceled.

Chaplain/VAVS: Chair Jerry Porter advised that the VAVS event that had been scheduled for May 11th is on hold, due to COVID-19.

Americanism: Jerry Porter noted:

- Scholarship Program: Have received one application from member Charlie Cleves' granddaughter, and understands there may be one more forthcoming.
- Buckeye Boys and Girls State Programs: Noted BBS has been canceled for this year, and expects that BGS will also, however, has nothing official yet.

Community Support & Recognition: Nothing to report.

Service, Veterans Affairs / Economic / Legislative: No report or issues due to absence of Chair Charlie Cleves.

Bingo: Chair Ed Sears advised no issues, as Bingo is currently closed.

Fund-Raising: Dan Wolfangel noted that the group of supporters that was planning the 2nd Annual “Hometown Heros” Fundraiser for benefit of Post is still planning to move ahead, however, they are facing the same uncertainty as to COVID-19 restrictions which impact date and location due to social distancing. Will advise further as plans progress.

Event Coordination: Chair Ken Knight advised still has one rental pending for June (pending COVID-19 restrictions), and had a July rental canceled.

House: Chair Bob Alfieri noted that :

- Required testing for backflow valves is underway.
- Awaiting proposal from SECCO on repair / replacement of Post security system.

Internal / External Communications: No report in absence of Chair Ed Ruffennach (External Communications).

Uniform Ceremonies: No report in absence of Chair Ralph Caskey.

Charities, Inc: Liaison / Chair Don Bishop had previously submitted a written report prior to meeting, via email, to all E.C. members regarding the “Poppy Days” Program, which is a major Charities, Inc. funding source He recapped his report noting following reference program :

- FHSD is closed, so no FHSD Poppy Days .
- Kroger has not responded to our requests for store locations, and is not expected to due to COVID-19 social distancing and precautionary restrictions.
- Economic impact on C.I. ,(and eventually Post 318) - \$6,100.
- Cost of 7,200 Poppies - \$1,500.
- Projected revenue loss - \$4,600.
- Contact Bishop if you have any suggestions as to what to do with 7,200 Poppies?

Hamilton County Council Issues / Concerns: Nothing to report.

4th District Issues / Concerns: Commander Dubois advised had received information on upcoming 4th District Conference, and Delegate Registration, which is expected to be via tele-conference..

Dept of Ohio Issues / Concerns: Nothing to report.

Good of Legion: Nothing to report

Further Business:

- **2021 Post Business Plan:** Don Bishop noted that he had sent out a “draft” of a 2021 Post 318 Business Plan, via email on April 12th, for individual E.C. members review and input as to their respective areas of responsibilities. So far he had received only one response. He further recapped a written report that he had previously submitted to all E.C. Members, via email, in advance of this E.C. meeting, emphasizing the following related deadline dates:
 - May 20: Cutoff for additions, deletions or changes to “DRAFT”.
 - May 26: Redistribute “Revised and Updated” DRAFT.
 - May 27: E.C. Meeting -Document Review – Final Changes – E.C Recommendation to Post Membership to Approve w/changes.
 - May 30: Distribute “Final Plan” to membership, via email – Hard copies in Post Clubroom.
 - June 10: Post General Meeting – Solicit questions – Submit to membership for approval.
 - July 1: 2021 Post Business Plan implemented.
- **COVID-19 Recovery Plan:** Don Bishop noted that he had drafted a suggested recommendation for a financial recovery plan for the Post, covering the period, leading through and out of the current pandemic. He had previously distributed the information, via email, to all E.C. members prior to this meeting. He suggested that the E.C. needs to immediate initiate discussion of the issues referenced in the suggested plan. Commander Dubois indicated that he felt it was premature to discuss or try to address any of the issues included in the proposal at this time until further directives and guidance are received from the respective governmental authorities.

Adjournment of Meeting: Commander Dubois, indicating there being no further business to come before the Executive Board Meeting, adjourned the meeting at approximately 7:33 PM

Prepared by:

Dan Wolfangel