

**MINUTES
AMERICAN LEGION POST 318
EXECUTIVE COMMITTEE MEETING
APRIL 27, 2022**

Meeting conducted: X Physical Only, Physical and Virtual

The Executive Committee Meeting was called to order at approximately 7:00 PM at the Post by Commander Lee Stegmann. Matters addressed at the Executive Committee Meeting were:

ROLL CALL OF POST OFFICERS AND COMMITTEE CHAIRS:

Assistant Adjutant Bob Carey conducted roll call, and indicated twelve (12) E.C. members present as noted below, which exceeded the required quorum of seven (7) E.C. Members. **Physical (12), Virtual (0)**

Elected Officers

**Voting Members
Present this Meeting**

Commander	Lee Stegmann	X	X
1 st Vice Commander	Bob Kamman	X	X
2 nd Vice Commander	Kirk Minnich	X	X
Adjutant / Corporate Statutory Agent	Dan Wolfangel	X	X
Finance Officer	Randy Lindsey	X	X
Sgt-at-Arms	Ralph Caskey	X	X
Chaplain	Jerry Porter	X	X

Appointed Positions/Chairs

Service Officer	Charlie Cleves	X	X
Americanism Chair	VACANT	V	
Bingo Chair	Ed Sears	X	X
Community Support Chair	VACANT	V	
Fund-Raising Chair	VACANT	V	
House Chair	Bob Alfieri	X	X
Event Coord. Chair	Ken Knight	X	X
Charities, Inc Liaison	Don Bishop	X	X
SAL Committee Chair / Advisor	Tony Capetillo	E	

E.C. Alternates

Ass't Finance Officer/ SAL Ass't Advisor	Joe DuBois	X	X
Ass't Sgt-at-Arms	Gary Gregorio	A	
Ass't Adjutant	Bob Carey	E	

Additional Attendees

Post Bar Manager	Steve Stuntz	X	

X = Present E = Excused (Prior Notice) A = Absent V = Vacant Z = Virtual Attendance

MINUTES OF LAST MEETING:

Assistant Adjutant Carey noted that the E.C. Meeting's Minutes, from March 30, Bishop2022 were posted in E.C. Minutes Binder in club room, distributed to all E.C. members, and sent to Post Web-Master for posting on Post web-site. *Motion made (Bishop) to accept and approve the Minutes as submitted. Motion seconded (Kamman), and passed by unanimous vote of E.C.*

POST EVENT CALENDAR REVIEW: All current events and listings on calendar appear correct.

Correspondence Log: Adjutant Wolfangel advised and commented on action taken on following items of correspondence since last meeting:

Incoming Correspondence:

- Recognition Medallion for Post 318's 2021 participation contribution of \$500 (C.I. funded) to A.L. Legacy Scholarship Program. - ***Placed on Post's Legacy Scholarship Award Plaque in club room.***
- Donation Acknowledgment for \$25 (C.I. funded) contribution to Memorial Day Foundation's "Memorial Day Wreath Program": ***Posted on BB.***
- Email notice of Nat's Air Force Museum "C47 Fly-In and Paratrooper Jump" event – (Wednesday – April 27), plus two day static display of the two C-47 aircraft (April 27 – 28). ***Not posted due to short notice.***
- Email notice of cancellation of "Boys State Orientation" scheduled for May 27th at Post 288 (Williamsburg, OH): ***Forwarded to Jerry Porter.***
- Email reminder of 4th district conference (May 15- Post 72) and Dept of Ohio Convention (July 1 – 3, Cincinnati) : ***Post 318 attendees / delegates to Dept convention subject for discussion at future meeting.***
- Info from Clermont Senior Services, regarding open positions for full-time or part-time drivers and schedulers for their Transportation System: ***Posted on BB.***

Outgoing Correspondence:

- Contribution Acknowledgment to Member Eugene Sanka for \$50 donation in memory of Adam Sears
- Contribution Acknowledgment to Member Charles Claves for \$100 donation in memory of Adam Sears.
- List of deceased 2021 Post 318 members sent to Ohio Senator Steve Wilson for preparing of Veteran Honor Program recognition to be presented at 222 Post 318 Award and Recognition Program on July 16th.
- Submission of Post 318's Charter Application for an SAL Squadron 318. Application was submitted with 21 Chartering members.

Misc. Adjutant Items:

Adjutant Wolfangel advised he would be out of town and unavailable from May 4th through 8th, and Ass't Adjutant Carey would be handling mail pickup and distribution.

BUDGET REPORT / FINANCE ISSUES AND CONCERNS: Finance Officer Randy Lindsey provided a written copy of, and recapped his April 27, 2022 EOM Finance Report. A copy of the submitted report, will be placed on file along with this E.C. Meeting Minutes in E.C. Minutes binder in Post Club Room, for individual review, or may be provided upon individual request.

F.O. Lindsey further noted the Post's IRS 990 filing should be completed and filed by May 8th, and he questioned as to anyone having knowledge of what an Ohio Biennial Report was, as he needs it to support our application for a Mission Blue Grant. He will continue into look into it.

OPEN ISSUES / OLD BUSINESS:

- **4th District Conference Delegates:** Adjutant Wolfangel noted that he, and Commander Stegmann had committed to attend as Post 318 Delegates at 4th District Conference on May 15th at Post 72. He noted that we were entitled to one additional Delegate, if anyone else wished to attend. There being no further interest, Wolfangel advised he would submit Delegate Designation form by May 6th deadline.
- **Post Election of Officers:** Adjutant Wolfangel noted election will be held at May 11th Post General Membership Meeting. There currently is one candidate for each officer position, except Chaplain for which there currently is not a candidate. He indicated that he had contacted Rob Heberly, a former Chaplain, who is willing to be candidate for the position. Upon discussion and concurrence from E.C., Heberly was added to current candidate list, therefore providing for a full slate of candidates, which is as follows:

Commander - Lee Stegmann / 1st Vice Cmdr – Robert Kamman / 2nd Vice Cmdr – Kirk Minnich /
Adjutant – Robert Carey / Finance Officer – Randy Lindsey / Sgt-at-Arms – Ralph Caskey /

Chaplain - Rob Heberly.

Wolfangel advised notice of election and slate of candidates would be provided to membership, as required by Post By-laws, a minimum of 10 days prior to election, through publication in Post newsletter and through Mail-Chimp, and that no ballot would be prepared as no position was being contested, and we would be seeking a vote by acclamation at election meeting.

- * A/T July 4th Parade: Bob Alfieri advised he will be handling the arrangements with A/T, and will be notifying them that we no longer have a Boy Scout Troop to carry Parade Banner, but our SAL Squadron will handle, if that is OK with them.
- * Post Internet and Internal Audio/Visual Systems Wiring Diagram: Bob Kamman indicated he had put together a series of drawings relative to these systems, and had them all in a notebook. They will be placed in Post office for reference purposes.

NEW ISSUES / NEW BUSINESS :

- Military Times Magazine Subscriptions: Adjutant Wolfangel noted that our current trial subscriptions to Navy / Marine / Air Force Times Magazines was up for renewal, and he felt we should renew these as our members seem to enjoy reading them, and felt we needed to add the Army Times, which we do not currently receive, to our subscription. Subscription to all four would be approximately \$112 per year for twelve monthly issues of each. ***Upon Motion made (Dan Wolfangel) to subscribe to all four for \$112 a year, and second (Bob Kamman), motion passed unanimously.***
- 2022-2023 Post Business Plan: Don Bishop noted he had started work on the 2022-2023 Post Business Plan, and was requesting that all E.C. members that have an interest in, or are responsible for the lead in any of the Post's activities or programs in Business Plan, review those sections to determine if any changes need to be made, and if so send the information to him prior to next meeting.
- Key Card Access for SAL Members: Don Bishop indicated he needed to order more key cards to accommodate the new SAL Squadron members, and additional Post members. He advised the cost would be about \$350 for 50 cards. ***He was advised to order as necessary. It was noted that the E.C. did not feel cards should be issued to any underage persons.***

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

Membership: Chair Bob Kamman reported that Post is at quota with around 173 to 175, depending upon which report you go by.

Question raised as to what our General Membership Meeting quorum is, and it was advised that it is currently 18 members present, via either physical or virtual attendance.

Post Activities: Chair Kirk Minnich reported:

- Fitch H.S. Concert Event: Event went very well, although there was small Post 318 or Legion representation, even though Post 72 and Post 484 had been invited to attend. Fitch H.S. coordinators have advised they will keep us on their list for possible future tours. It was suggested we should send a letter of appreciation to them, and possible send a monetary contribution to them. ***Upon motion made (Don Bishop) to send \$100 donation with letter, and second (Jerry Porter), motion passed unanimously. Minnich will prepare letter to accompany the donation from Post funds.***
- April Post Social (Cinco de Mayo theme) - April 30th: Indicated all was in order. Notices of event have been sent out. Has some RSVPs. Expects around 25 to 30 attendees. Starts at 4:30 thru 7:30 PM.

Chaplain/VAVS: Chaplain Porter advised he had no report.

Americanism: (VACANT) Chaplain Porter reported we still have seven students to attend BB&GS (2 boys / 5 girls), and acknowledged that the Boys State Orientation scheduled for May 27th had been canceled, and not yet rescheduled.

Community Support & Recognition: (Vacant)

No report.

Service, Veterans Affairs / Economic / Legislative: Chair Charlie Cleves

No report.

Bingo: Chair Ed Sears reviewed the Monthly Bingo Report, filed with these Minutes, and further reported:

- The Bingo Revenues are continuing to run above previous years, with pull tab sales higher than ever.
- Noted would be operating Bingo on Mothers Day (May 8th), but would be closed on May 29th due to Memorial Day weekend.
- Old Bingo Machine is not generating any inquiries for disposal, and he is suggesting that it be disposed as junk, with any usable parts being salvaged in the process. *Upon motion made (Ed Sears) to dispose of via his recommendation, and second (Bob Alfieri), motion passed unanimously.*

Fund-Raising: (Vacant)

Adjutant Wolfangel provided a Karaoke Thursday Event update, providing copies of eight week spreadsheet summary to all present for review, and filing with these Minutes.

Jerry Porter reported Fish Fries went extremely well, with more meals served and more revenue than in any previous years. Don Bishop provided a followup accounting, indicating we served 1,295 meals, and made approximately \$7,500. Jerry Porter was commended by all present for his work in coordinating this years' highly successful Fish Frys.

Event Coordination: Chair Ken Knight reported only upcoming Hall Rentals: May 31st – (ESRC): .

House: Chair Bob Alfieri noted following:

- Need for more Hamilton County Health Department “certified” kitchen help, and suggests article be put in Post Newsletter soliciting Post and SAL Squadron volunteers to attend HCHD certification classes.
- He is working with Family Pet Center on rear drainage problem.
- He indicated he wants to have all toilets in restrooms replaced with the higher and more efficient models and will be looking into cost quotes.

Internal / External Communications:

- **External:** Adjutant Wolfangel reported he would be preparing a Media Release regarding Post 318 Memorial Day activities, for publication in Enquirer's Hometown Section and Eastside Press.
- **Internal / Newsletter:** Editor Dubois called for newsletter articles to be submitted ASAP, as he will be out of town starting May 1st, and would be getting newsletter out before he left.

Uniform Ceremonies: SAA Caskey reported:

- Memorial Day Activities: Sign-up list is on BB. Sign up as soon as possible. Will be meeting at Post for Breakfast, then meeting at A/T Govt Center, then traveling to 9 cemeteries via personal vehicles, and then to A/T Govt Center for Memorial Bell Ceremony. He noted we have new American and POW-MIA flags for Hillcrest Cemetery. Working with a contact (Jill Dugan) from Anderson Exchange Club on their possible assisting with Memorial Day activities.
- Delivery to Joseph House will be tomorrow.
- Noted still needed contributions to Gifts for Yanks as deadline is approaching.

Charities, Inc. (C.I.): (Bishop) Chair Bishop reported Poppy Days program status, indicating only poppy distribution this year would be through FHSD Elementary Schools Poppy Days Program. He gave logistics of program, which is Memorial Day and Poppy Significance info disseminated by teachers in classrooms on May 16th, 17th, and 18th, along with collections of cash donation. This is then followed by a Post Member attending the

schools on May 19th to collect the donations and distribute a total of about 4,000 poppies to all students at noon lunch period.

Marketing Committee: 2nd Vice Commander Minnich noted the following:

- Next Marketing Committee meeting is scheduled for May 18th.
- Items discussed from April 19 Marketing Committee included.;
- 1) Consideration of request from SAL Squadron to hold a Halloween Band / Dance Event on October 29th, with Post receiving all revenue from beverage sale, and the Marketing Committee's recommendation is that event be a joint venture between Post and SAL Squadron members, working together with a sharing of revenue and staffing, if Post does not wish to solely handle.
- 2) Consideration of request from SAL Squadron to hold a NYE Band /Party event on December 31st, SAL receiving all revenues, except for revenue from beverage sales which would go to Post. Marketing Committee's recommendation is the request be considered by Post E.C., if Post does not wish to solely handle.

Following discussion of Items 1) and 2), E.C. wishes to meet with SAL representation to discuss in further detail the requests prior to making a decision. Both dates are currently blocked out on Post calendar.

- Minnich gave preliminary report on exploration of Post obtaining Electronic Bingo Gaming Machines. Following discussion, and indication that we would need to execute a contract with Arrow Gaming by May 31st, it was determined there are too many unanswered question to make an decision at this time, *and E.C. suggested / requested Minnich arrange a special meeting with device provider, ASAP, solely for purpose of deciding this issue, so we can meet deadline.*

Hamilton County Council Issues / Concerns: No report

4th District Issues / Concerns: Wolfangel reminded of 4th District Conference and Recognition of Post 318 LOOY and FFOY, at Post 72, on May 15, 2022. report

Dept of Ohio Issues / Concerns: Wolfangel reminded of Dept of Ohio Convention which is to be in Cincinnati July 1-3, 2022.

Good of Legion:

SAL Issues and Relationship Matters: In light of the discussion under Marketing, and access security cards, there appear to be many many unanswered or pending questions or concerns by E.C members regarding Post / SAL relationship items, etc, with the newly established SAL unit which is pending issuance of their Charter. *Wolfangel suggested that SAL representation be invited to next E.C. Meeting to provide a forum for this discussion. E.C. Members were requested to prepare a list of any concerns or items that they would like to discuss or address. E.C. concurred. Wolfangel will notify SAL.*

Further Business:

None

Adjournment of Meeting:

Commander Stegmann, indicating there being no further business to come before the Executive Committee Meeting, adjourned the meeting at approximately 8:45 PM.

Prepared by: Dan Wolfangel