

**MINUTES
AMERICAN LEGION POST 318
EXECUTIVE COMMITTEE MEETING
AUGUST 31, 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:

Prior to the Roll Call, at the invitation of Ed Sears, a presentation was made by guest Sean Gould of Lancaster Bingo regarding the Queen of Hearts game. He led a discussion and provided a summary of the Ohio Guidelines for playing Queen of Hearts, which is attached to these Minutes.

ROLL CALL OF POST OFFICERS AND COMMITTEE CHAIRS:

Adjutant Carey conducted roll call, and indicated ten (10) E.C. members present as noted below, which exceeded the required quorum of seven (7) E.C. Members. **Physical (10), 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 | E | |
| Adjutant | Bob Carey | X | X |
| Finance Officer | Randy Lindsey | E | |
| Sgt-at-Arms | Ralph Caskey | X | X |
| Chaplain | Rob Heberly | A | |

Appointed Positions/Chairs

| | | | |
|---------------------------------------------------|----------------|---|---|
| Corporate Statutory Agent / Ass't Adjutant | Dan Wolfangel | X | X |
| 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 | E | |
| Charities, Inc Liaison | Don Bishop | X | X |
| SAL Committee Chair / Advisor | Tony Capetillo | E | |
| E.C. Alternates | | | |
| Ass't Finance Officer * /(Post Newsletter Editor) | Joe DuBois | X | X |
| Ass't Sgt-At-Arms | Gary Gregorio | A | |
| Additional Attendees | | | |
| Guest from Lancaster Bingo | Sean Gould | X | |
| | | | |

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

MINUTES OF LAST MEETING:

Adjutant Carey noted that the E.C. Meeting Minutes from July 27, 2022 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 (Wolfangel) to accept and approve the Minutes as submitted, Seconded (Alfieri), and passed by unanimous vote of E.C.***

POST EVENT CALENDAR REVIEW:

2nd Vice Minnich submitted the following report to Adjutant Carey:

- All currently scheduled Post activities and events are on the calendar.
- The October Social will be Oktoberfest; Minnich will be sending out more information 3rd week of September
- Veterans Day Celebration is on Nov 11th
- The Post Christmas party is being planned - invitations will be sent out Mid October, date is Dec 17th in main hall.

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

Incoming Correspondence:

- Letter from American Legion HQ thanking Post 318 for the \$500 donation to Legacy Scholarship Fund. ***Posted on BB***
- Payment for numerous Football Mania tickets. ***Forwarded to Lindsey***
- Voicemail from Ed Woods: he had a military artifact from 1968 to dispose of or donate. ***The item (a hand-held rocket launcher tube) was accepted and is on display in the club room.***
- Notice from US District Court regarding another legal filing by Boy Scouts of America. ***Forwarded to Stegmann***
- From VA Medical Center thank you letter for Fisher House donation of \$300. ***Posted on BB***
- Numerous membership renewals. ***Forwarded to Kamman***
- Flyer via 4th District from Nicole Comer, Chief of Voluntary Service, announcing Operation Thank You to be held September 24 at Sawyer Point, and Volunteer Signup Sheet. Also received Sign Up form for having a booth at Operation Thank You. This email also contained a flyer from DAV for Homeless Veterans Stand Down to be conducted October 7. ***Forwarded to EC and flyers posted on BB.***
- August issue Anderson Insights, August issues of Navy, Air Force, Army, and Marines Times, 3 September issues of Legion magazine. ***All Placed in club room***
- New bingo checks from PNC. ***Forwarded to Sears***
- Kamman received email from Lisa Miller for K9 Hero Haven soliciting donations to building fund.
 - Carey recited the email in full.
 - Bishop commented this is not in the C.I. budget, and it has no effect on Post 318's community or veterans.***Motion made (Alfieri) to disregard this solicitation, Seconded (Kamman), and passed by unanimous vote of EC.***

Outgoing Correspondence:

None

Misc. Adjutant Items:

None

BUDGET REPORT / FINANCE ISSUES AND CONCERNS: Finance Officer Lindsey submitted in advance of the meeting Finance Reports as of July 27, 2022. A copy of the submitted report will be placed on file along

with these E.C. Meeting Minutes in E.C. Minutes binder in Post Club Room for individual review, or may be provided upon individual request.

The Acuity Insurance bill breakdown provided by Lindsey was discussed. Service Officer Cleves has requested alternate insurance suggestions from another agent.

The 2022 Football Mania Report was reviewed, and is included with these Minutes.

OPEN ISSUES / OLD BUSINESS:

- Efforts continue in getting volunteers for vacant chairs.

NEW ISSUES / NEW BUSINESS (Commander):

- Regarding the question raised at the last Regular Meeting about saluting while reciting the Pledge of Allegiance, Assistant Adjutant Wolfangel quoted from the Officer's Guide and Manual of Ceremonies, Regular Meeting as follows: "Post Commander: 'All members/guests in attendance shall remain standing with their cap removed and placed over their heart from the opening prayer, through the POW/MIA ceremony, and concluding with the Pledge of Allegiance.'" *The EC agreed that we are following the prescribed American Legion procedure by not saluting during the pledge.*
- As requested by Chair Knight, the permitting of firearms in the Post was discussed. *Motion made (Wolfangel) to approve inserting in Hall rental contracts a provision banning fire arms on the Post premises, and to post at the Post entry door during rental events a Notice that firearms are not permitted on the premises; motion Seconded (Alfieri), and EC approved unanimously.*
- Assistant Adjutant Wolfangel noted the Hamilton County Council is requesting Posts to volunteer to host monthly Council meetings. *Motion made (Wolfangel) to volunteer Post 318 to host the Law & Order Night meeting on February 2, 2023, or other meeting if that date is not available. Motion Seconded (Kamman), and EC approved unanimously.*

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

Membership: Chair Kamman reported:

- We are doing very well, but we still need to actively recruit.
- We are at 57% members renewed. Renewals are continuing to come in. If everyone renews, we would reach 183. Let him know of anyone we are aware who wants to join.
- 2 new members so far this year, and 5 transfers in.
- Kamman, Wolfangel, and possibly Minnich will work on conducting two orientation sessions for prospective members, new members, and all interested members in early October. Commander Stegmann asked for ideas to increase attendance at meetings and functions, and to increase new membership.
- He is having difficulty locating members with obsolete addresses.
- The suggestion made at the last Regular meeting to have the Post fund the 2023 dues for House Chair Alfieri and Bingo Chair Sears was dismissed with both members declining the offer.

Post Activities: Chair Minnich reported the following to Adjutant Carey:

- Calendar is up to date; with a few changes to be made this weekend
- Next marketing meeting is on Sept 21 at 7pm in the Clubroom
- October Social will be Oktoberfest; Minnich will be sending out more information 3rd week of September
- Veteran's Day Celebration is on Nov 11
- The Post Christmas party is being planned - invitations will be sent out Mid October, date is Dec 17th in main hall.

Bishop noted the annual US Marine Corps birthday celebration on November 10, normally held in the clubroom, would conflict with Euchre night this year, and he requested the event be added to the Post calendar for Hall A. ***Motion made (Alfieri) to hold the celebration in Hall A this year. Motion Seconded (Sears), and EC approved unanimously.***

Chaplain/VAVS: .

No report

Americanism: (VACANT)

No report

Community Support & Recognition: (Vacant)

No report

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

Honor Flight: Cleves will be on the September flight, and Carey and Bishop will be on the October flight.

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

- There is a recurring difficulty at bingo with some players reserving tables for themselves and other players, who sometimes do not show up. The Post policy is the Post will not reserve tables. The doors will not be opened until 4:30, and play begins at 6:00.
- He needs volunteers to begin training to take over his duties and responsibilities by at least July 2023, or bingo will be shut down.

Fund-Raising: (Vacant)

- Assistant Adjutant Wolfangel presented the issue of restarting Karaoke Thursdays in October. The Post netted between \$900 and \$1,000 for the 4 months of Karaoke earlier this year. He would carry on with it if another volunteer would share the work. ***Motion made (Dubois) to authorize Wolfangel to organize and conduct Karaoke Thursdays and present his report at the next Regular meeting. Motion Seconded (Alfieri), and EC majority approved.***

Event Coordination: Chair Ken Knight:

No report

House: Chair Bob Alfieri provided the following report:

- The update of the Security System will be awarded to SECO, phase 1 to be implemented starting next week. He will present a progress report at the next Regular meeting.
- He obtained estimates from 6 companies to refinish the Hall floor, with the consensus that it would cost \$1 per square foot, which would total about \$4,000. Forest Hills Cleaning quoted \$1,900 with the Post providing all the supplies (wax, stripper, etc.). ***Motion made (Wolfangel) to award the work to Forest Hills Cleaning based on their quote. Motion Seconded (Sears), and EC approved unanimously.***
- Repairing or replacing the toilets has not yet begun; Wolfangel will check with Short to establish a schedule and plan for the work.

Bishop reported he has coded 25 access cards, and now has 18 spares.

Internal / External Communications:

• **External:**

Wolfangel reported the media release on the Awards program was sent out, and was published in the Enquirer.

• **Internal / Newsletter:** Editor Dubois reported the August newsletter is ready to publish.

Uniform Ceremonies: SAA Caskey reported:

- Flags were delivered August 15 to all the Forest Hills School District schools.
- The Color Guard is scheduled to appear September 15 at AHS, and October 7 for Military Night at AHS.
- More requests for Color Guard are expected for Veteran's Day.

As recorded above in these Minutes, the EC agreed that we are following the prescribed procedure by not saluting during the Pledge of Allegiance.

Charities, Inc. (C.I.): Chair Bishop provided a report of CI Revenue and Expense Projections for 2022-2023; he further noted the following:

- The CI budget has been approved and distributed to EC.
- The CI books have not been audited; he called for volunteers to conduct the random sample audit. Kamman, Alfieri, and Stegmann volunteered to be considered for the CI audit committee, and Jack Surdick will be invited to participate.

Marketing Committee: Chair Minnich submitted a report stating the next Marketing Meeting will be on September 21.

SAL Unit:

Assistant Adjutant Wolfangel submitted the SAL *New Membership Processing Process* policy, which has been revised August 13 to accommodate comments and questions from Post members, attached to these Minutes. ***Motion made (Alfieri) to adopt the policy. Motion Seconded (Kamman), and EC approved unanimously.***

Hamilton County Council Issues / Concerns: No report

4th District Issues / Concerns:

Wolfangel noted the next meeting of the District is October 9 at Post 218 in Middletown.

Dept of Ohio Issues / Concerns: No report

Good of Legion:

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 9:14 PM.

Prepared by:
Bob Carey, Adjutant - Post 318