

**MINUTES**  
**AMERICAN LEGION POST 318**  
**EXECUTIVE COMMITTEE MEETING**  
**MARCH 31, 2021**

The Executive Committee Meeting was called to order at approximately 7 PM, by 1<sup>st</sup> Vice Commander Bob Kamman at Post 318. Matters addressed at the Executive Committee Meeting were:

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

Adjutant Dan Wolfangel conducted roll call, and indicated ten (10) E.C. members present as noted below, which exceeded the required quorum of eight (8) E.C. Members.

**Elected Officers**

**Voting Member  
(This Meeting)**

Commander		Chester Canter	E	
1 <sup>st</sup> Vice Commander		Bob Kamman	X	X
2 <sup>nd</sup> 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		Rob Heberly	A	

**Appointed Positions/Chairs**

Service Officer		Charlie Cleves	X	X
Americanism Chair		Paul Henkel	A	
Bingo Chair		Ed Sears	X	X
Community Support Chair		VACANT	V	
Fund-Raising Chair		VACANT	V	
House Chair		Bob Alfieri	E	
Event Coord. Chair		Ken Knight	X	X
Charities, Inc Liaison		Don Bishop	X	X
<b>Additional Attendees</b>				
VAVS Coord. / Ass't Chaplain		Jerry Porter	X	X
Post Newsletter Editor		Joe DuBois	X	

X = Present

A= Absent

E = Excused (prior notice)

V= Vacant

**MINUTES OF LAST MEETING:**

Adjutant Wolfangel noted that the E.C. Meeting's Minutes, from February 24, 2021 were posted in E.C. Minutes Binder in clubroom, distributed to all E.C. members, and sent to Post Web-Master for posting on Post web-site.

***Motion made (Jerry Porter) to approve Minutes as submitted. Motion seconded (Charles Cleves), and passed by unanimous vote of E.C.***

**POST EVENT CALENDAR REVIEW:** Nothing new to review.

**Correspondence Log:** Adjutant Wolfangel advised the following correspondence of consequence or requiring E.C. action, was received:

- Deceased Member Hugo Vontz's Attorney Notification of Filing of Will: Advising Inventory of Estate to be presented to Probate Court on March 29, 2021. Post is listed in Will for 3 shares out of 103 total shares. **FYI - No action required on behalf of Post.**
- 4<sup>th</sup> District Pool Tournament – Sun – 4/11/21 – 1 PM: **Posted on BB / Copy to Post Activities Chair.**
- 4<sup>th</sup> District Request for Contribution to Outgoing 4<sup>th</sup> District Commander Steve Foster's Past Commander Pin/Gift: C.I. Liaison Don Bishop indicated C.I. Funds were available. Previously have contributed \$25. **Motion (Jerry Porter) made to contribute \$25. Motion seconded (Don Bishop), and passed by unanimous vote.** Adjutant and Bishop to coordinate contribution with C.I. Treasurer Geil.
- Post 199 (Harrison) Resolution Supporting Al Buxton for 4<sup>th</sup> District 2<sup>nd</sup> Vice Commander: **Posted in BB.**
- 5/3 Bank Credit Card for Post Sponsored Scout Troop 519 (in name of Ohio American Legion Post – Robert A. Hood, Jr): Discussion had as to whether that account was was appropriately titled, to properly reflect the affiliation with Post 318. **Finance Officer Lindsey to handle and discuss with Joe Baker (Post Scouting Liaison).**
- Cheviot Eagles Riders Solicitation and Notice of “Honor Run” Benefit – for Honor Flight Tri-State” - 6/12/21: No funding available for action on solicitation, as we donate directly to Honor Flight. **Posted on BB.**
- Various Emails Regarding VA Providing COVID 19 Vaccination for Veterans, Spouses, Caregivers Under “Save Lives Act”: **Posted on BB / Copies to Service Officer.**
- Info on “MyLegion.Org” Website Changes – Eff 4/1/21: **Posted on BB, and sent via email to all E.C. Members.**
- IRS Notice of Failure to File 2019 990 Form: **Finance Officer Lindsey is handling.**
- A/T Trustees Donation of \$100 Toward Post Memorial Day Activities: **Donation given to Finance Officer.**
- Memorial Day Foundation Solicitation for “Memorial Day Wreath Program”: C.I. Liaison Don Bishop indicated C.I. Funds were available. Previously have contributed \$25. **Motion (Don Bishop) made to contribute \$25. Motion seconded (Kirk Minnich), and passed by unanimous vote.** Adjutant and Bishop to coordinate contribution with C.I. Treasurer Geil.
- Notice of Dept. of Ohio Golf Outing – Dayton,OH – 7/24-25/21: **Posted on BB / Copy to Post Activities Chair.**
- Received Post 318 Scholarship Application from William Henkel: **Given to Jerry Porter who is coordinating Scholarship Program application processing..**

Outgoing Correspondences:

- Donation Acknowledgements prepared and sent to:
  - Member Terry Childs : \$100 (in conjunction with Hoops-Mania).
  - Member Dan Crocker: \$40 (in conjunction with Hoops-Mania).
  - J.W & E.L. Stock Insurance: \$100 (in memory of member Mike Stringer's father – Elwin L. Stock).
  - Member Jerry Porter: Donation of a disinfecting Fogger (Value of \$100).

**BUDGET REPORT / FINANCE ISSUES AND CONCERNS:** Finance Officer Randy Lindsey provided a written report for file, and recapped his 3/31/21 Finance Report as follows:

Checking First Financial	\$	9,593.94
Outstanding Checks	\$	369.21
Pending Deposit	\$	442.25
Effective Balance	\$	9,666.98
Savings Balance	\$	57,544.96
CD (15 mos)	\$	45,184.41
Total Funds Balance	\$	112,396.35

Last Months Total           \$ 111,091.22

Lindsey further noted that:

- All bills current and paid.
- Upcoming expense of Liquor License Renewal - \$2,844.
- IRS Notice of not filing 2019 Form 990 : He is working on issue, and has receipt showing that he mailed it in September 2020. He is continuing to work on this issue.
- Indicated that member Joe DuBois was interested in serving as Ass't to the Finance Officer. Lindsey advised DuBois was currently still listed on the Post accounts, as he was the Post Commander when accounts were set up. Adjutant Wolfangel advised that was a valid appointed position provided for within the Post By-Laws, and is appointed by the current Post Commander for the a period of the Commander's term of office. ***1<sup>st</sup> Vice Commander Kamman, acting in absence of and on behalf of Commander Canter, appointed DuBois as Ass't Finance Officer, effective immediately.*** Lindsey indicated he would make sure all accounts correctly reflected the appropriate authorized signers going forward.

### **OPEN ISSUES / OLD BUSINESS:**

Approval / Adoption of Revisions and Amendments to Post 318 Constitution and By-Laws: Adjutant Wolfangel advised a vote on this matter had to be tabled from the March 10<sup>th</sup> Post Meeting due to lack of quorum for voting. It will be on the agenda for action and voting at the April 14<sup>th</sup> Post Meeting. Notice of change in vote date was made to membership through April issue of Post Newsletter.

Nominating Committee Report: Adjutant Wolfangel reported that in last conversation with Nomination Committee Chair Eric Howland, he had no nominees for Commander, Adjutant and Chaplain. Current 1<sup>st</sup> Vice Commander, 2<sup>nd</sup> Vice Commander, Finance Officer and Sgt-At-Arms were running for reelection, which each confirmed at the E.C. Meeting. Jerry Porter then advised he would be willing to run for the Chaplain position. Wolfangel advised he would notify Chair Howland of Porter's intent. Final Nomination Committee report will be presented at April 14<sup>th</sup> Post Meeting, followed by a call for any additional nominees from the floor. Once report is accepted, notice will be sent to Post membership advising of slate of candidates to be voted on at the May 12<sup>th</sup> election.

Status Report on Interest in Formation of Post 318 "Sons of American Legion (SAL)" Squadron: Adjutant Wolfangel advised that, in response to E.C.'s vote at February 24<sup>th</sup> E.C. Meeting to explore the formation of an S.A.L., he had placed an article in the April Post Newsletter soliciting input from the Post membership as to the S.A.L. exploration to determine if any of their sons or grandsons would be interested in joining. He advised that should we get interest from at least ten (10), we will schedule an Information / Orientation Meeting with the interested individuals to determine if we should move forward with formation.

Validation of Email Vote on Veteran Assistance Request: Adjutant Wolfangel noted, for documentation in the Minutes, an email vote taken on March 12, 2021 to donate \$300 in Veteran Assistance (from C.I. Funds) to a veteran, requesting veteran (Maxon-Green) as recommended by Service Officer Cleves. There were 11 affirmative responses received, and 4 no responses. Vote passed by majority vote. C.I was advised and requested to issue the donation.

### **NEW ISSUES / NEW BUSINESS :**

Matt Lilly's Request to be Relieved of Bar Manager and Lawn Care Duties/Responsibilities: Discussion was had regarding Lilly's requests to step down from these duties and responsibilities, due to increasing demands within his personal obligations. Of major issue is the Bar Manager position, as this is required for our Ohio Liquor License which is coming up for renewal, and a timely appointment is urgent, as a background check and fingerprinting is a prerequisite. It was indicated that Mike Stringer may be willing to take over the duties. ***1<sup>st</sup> Vice Commander Kamman indicated he would make it a priority to contact Stringer to determine his status on the issue .*** As for the Lawn and Grounds responsibility, following brief discussion, ***a Motion was made (Don Bishop) to authorize House Chair Alfieri to obtain quotes from private contractor(s) to perform scheduled lawn care and landscaping as necessary, and report back at next E.C. Meeting. Motion was seconded (Ed Sears), and passed unanimously.***

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

Membership: Chair Bob Kamman reported:

- Post was at quota (167), plus one, for a total of 168
- Post was awarded a 4<sup>th</sup> District Membership Pin for 2019-2020 Membership, under Past Commander Joe DuBois.
- Noted this is our 14 straight year of making quota, and second consecutive year of exceeding our previously all time high of 165.

Post Activities: Chair Kirk Minnich advised no report.

Chaplain/VAVS: Jerry Porter, in absence of Chaplain Heberly, advised nothing to report that he knew of. He did advise that member John Smith has moved out of state, and that Ed Ruffennach's Honor Guard uniform had been returned to Post and was in Armory.

Americanism: Jerry Porter, in absence of Chair Henkel, advised that Henkel currently had three girl candidates for Girls State Program, and two boy candidates for Boys State. Since we had prepaid for three Boy's State attendees, C.I. will need to request a refund for one boy's registration.

Community Support & Recognition: (Chair is currently vacant) No report

Service, Veterans Affairs / Economic / Legislative: Chair Charles Cleves advised that he had mailed the \$300 check to the subject of the veterans assist request.

Bingo: Chair Ed Sears advised:

- Noted had four Bingos in March, and there would be no Bingo on Easter – April 4<sup>th</sup>.
- Had an exceptional March, with 73 players at 3/28/21 Bingo,
- March resulted in monthly revenue distribution as follows: Post \$4,000 / C.I. \$61,175 / Concessions earned \$523, for a monthly total of \$5,698.75. Bingo Operating Account balance is at \$569.40.
- Note will be starting a new card game at April 11<sup>th</sup> Bingo.
- Still needs volunteers to work, as many of the usual volunteers still won't work until they receive COVID vaccination.

Fund-Raising: (Chair is currently vacant.)

Live Band Dances: Don Bishop noted that he has had several inquiries from bands wanting to know when we would be starting our band/dance events. Bishop feels the current COVID 19 situation does not support planning any such events until at least the Fall season. The E.C. shared support for that plan.

“3<sup>rd</sup> Annual Hometown Heroes Benefit”: Adjutant Wolfangel advised that he had received a preliminary draft of proposed plans for the “3<sup>rd</sup> Annual Hometown Heroes Benefit”, a privately organized and planned event for the benefit of raising funds for the benefit of Post 318, with a tentative date of Saturday - August 7, 2021. They want to combine a motorcycle ride, followed by an event at the Post, utilizing both the inside and outside of our facility, which will require Post to seek a request a waiver or change relative to the outdoor activities through the A/T Zoning Board. Event Coordinator Knight was requested to block out the tentative date for this event. More info will follow as developed.

Event Coordination: Chair Ken Knight, noted following:

- AARPTax Prep Hall Rental: Indicated they would probably be continuing on Tuesdays and Thursdays, through May 6<sup>th</sup>.
- Remote Learning Center Rental: Noted that they are not continuing after Spring break, thus that rental is done.
- East Side Republican Club Rental: This is for full hall on April 27<sup>th</sup>.
- Baby shower Rental: June 5<sup>th</sup>.

House: Adjutant Wolfangel, in absence of Chair Bob Alfieri, noted a written report submitted by Alfieri advising the the following:

- Removal of Locust Trees: Duke Energy has completely removed two Locust trees within landscape area in front of Post, in conjunction with underground electrical work to be done in their easement area.

- Remote Learning Center: Noted he had spoken to Mary Beth of the RLC, and they are closing down and will have all of their items removed by end of week.
- AARP Tax Prep Rental: Will be extending use of our facility on Tuesdays and Thursdays through end of April.
- Post Cleanup / Setup: Will continue to be on Wednesday mornings, instead of Tuesdays, until notified of change.

Internal / External Communications:

- External: Adjutant Wolfangel advised nothing to report.
- Internal / Newsletter: Kirk Minnich advised he will be coordinating with Joe DuBois on Post Newsletter. Joe stated any items sent for publication in Newsletter should be sent to both of them, not later than 26<sup>th</sup> of the month preceding the monthly issue that the item is to appear.

Uniform Ceremonies: Chair Ralph Caskey advised or commented on following:

- Memorial Day Activities: So far has responses from eight (8) Color Guard volunteers, who indicate they are available and willing to participate in Memorial Day activities (A/T Bell Ceremony and Cemetery services), subject to any changes in COVID situation.
- Bugler Needed: So far has been unable to locate a Bugler. He will be checking with Peter Sturdevant, and also Jerry Porter stated he would check with the local high schools' music programs, to see if any trumpet students may wish to participate.
- Gifts For Yanks Contribution: Stated \$362 was sent (inclusive of C.I. allocated funds of \$332, and additional individual member's contributions).
- Joseph House Donations: Indicated would take goods donated near end of April.

Charities, Inc. (C.I.): Liaison Don Bishop noted or commented on following:

- He provided E.C. Members with, and commented on and explained, a C.I. Budget Summary as of March 2021 (prepared by C.I. Treasurer Walt Geil and Bishop) for purposes of updating E.C., as to C.I.'s financial situation, and determination of what programs the E.C. might wish to fund from the very limited C.I. funding available. He predicted that currently it is estimated that there is around \$ 3,600 funding available, minus the funding allocations approved tonight at this E.C. Meeting, for the 2021 Programs (through June 2021, some of which is encumbered already).
- Noted Bingo has already exceeded it's projected contributions to C.I., by about \$3,300 for the current budget year, and revenue from Amazon Prime has also exceeded the projection.

Hamilton County Council Issues / Concerns: Nothing to report.

4<sup>th</sup> District Issues / Concerns: Nothing to report.

Dept of Ohio Issues / Concerns: Nothing to report.

Good of Legion:

Hillcrest Cemetery: Don Bishop, who serves as a member of the Hillcrest Cemetery Board of Directors, advised or commented on the following:

- Grave Flags Proposal: Bishop is proposing a plan to place a small American Flag at each veteran's grave site at Hillcrest for about a three week period encompassing Memorial Day. Anticipated cost to be at around \$1,000, to be funded from donations. He ask if the Post would consider contributing toward this cost by providing any excess funds, over that normally required for Post Memorial Day activities from the \$500 that is made available to Post from Hamilton County for Post Memorial Day activities. ***Upon Motion (Dan Wolfangel) made to contribute any excess funds from this County allocation to the Grave Flag Program, and seconded (Jerry Porter), motion passed unanimously.***
- Media Coverage Regarding Cemetery: Bishop noted several local media coverages of the veterans buried in this cemetery.

**Further Business:**

Consolidated Post Report (CPR): Adjutant Wolfangel noted he was starting preparation on the 2020-2021 CPR, which will cover Post activities for period of May 1, 2020 through April 30, 2021. Report is due in May, for Post to receive it's new Membership Cards. Wolfangel noted he would be sending requests to Committee Chairs for various items of data, as needed, and would appreciate a prompt return.

**Adjournment of Meeting:**

1<sup>st</sup> Vice Commander Kamman, indicating there being no further business to come before the Executive Board Meeting, adjourned the meeting at approximately 8:40 PM.

Prepared by: Dan Wolfangel