

**MINUTES**  
**AMERICAN LEGION POST 318**  
**EXECUTIVE COMMITTEE MEETING**  
**SEPTEMBER 30, 2020**

The Executive Committee Meeting was called to order at approximately 7 PM, at the Post. by Commander Chester Canter. Matters addressed at the Executive Committee Meeting were:

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

Ass't Adjutant Dan Wolfangel conducted roll call, and indicated eleven (11) E.C. members present as noted below, which exceeded the required quorum of eight (8) E.C. Members.

**Elected Officers**

Commander		Chester Canter	<b>X</b>
1 <sup>st</sup> Vice Commander		Bob Kamman	<b>E</b>
2 <sup>nd</sup> Vice Commander		Kirk Minnich	<b>X</b>
Adjutant		Ed Ruffennach	<b>E</b>
Finance Officer		Randy Lindsey	<b>X</b>
Sgt-at-Arms		Ralph Caskey	<b>X</b>
Chaplain		Rob Heberly	<b>A</b>

**Appointed Positions/Chairs**

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

**MINUTES OF LAST MEETING:**

Ass't Adjutant Wolfangel noted that the E.C. Meeting's Minutes, from August 26, 2020 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. ***Upon motion made ( Don Bishop) to accept Minutes, and seconded (Bob Alfieri). Motion to approve passed unanimously.***

**POST EVENT CALENDAR REVIEW:** No review.:

**Correspondence Log:** Ass't Adjutant Wolfangel advised and commented on action taken on following items of correspondence received since last meeting:

Info Regarding 4<sup>th</sup> District Bowling Tournament (11/28/20 – Madison Bowl): Copy posted on BB. Copy to Post Activities Chair Minnich.

Info on Dep't of Ohio Post 888 Member Engagement Program / Post Selection Sheet Request: Program and Post Selection Sheet, reviewed at meeting. Program Selection Sheet to be completed by Ass't Adjutant, and submitted to Dep't of Ohio by November 1, 2020. Copy of info will be provided to Membership Chair / 1<sup>st</sup> Vice Commander Kamman.

Info from 4<sup>th</sup> District Regarding Combining of E-Board and Conference Dates: Copy posted on BB, and provided to Post Commander.

Receipt of \$500 Reimbursement Check from Hamilton County for Memorial Day Activity Expenses, w/ Request for Validation of 2020 Expenses, and a Vendor's Form to be Completed for Future Memorial Day Appropriation Payments: Check, and form for validation of 2020 Memorial Day activities expenses to Finance Officer for completion and return to County. Ass't Adjutant to complete and return the Vendor Registration Form.

**BUDGET REPORT / FINANCE ISSUES AND CONCERNS:** Finance Officer Randy Lindsey provided a written report for file, and recapped his August 26, 2020 EOM Finance Report as follows:

Checking First Financial	\$ 9,703.95
Outstanding Checks	\$ 3,560.67
Effective Balance	\$ 6,143.28

Savings First Financial	\$ 22,893.98 (Noted includes \$275 in donations received via Football Mania Program).
CD (13 mos)	\$ 10,084.71

Lindsey further noted that:

- Checking Account balance about \$500 less than August. .
- Bills now include Acuity Insurance Payment (\$1,500 paid this month).
- All bills currently paid, and still awaiting Liquor License renewal check to clear.
- IRS Form 990 for 2019 completed and filed.
- Hamilton County Rental Income Form related to exemption from Property Tax, filed and accepted.

**OPEN ISSUES / OLD BUSINESS:** Nothing Pending.

**NEW ISSUES / NEW BUSINESS (Commander):** Commander Canter advised he would be unavailable / on vacation from October 10<sup>th</sup> through 15<sup>th</sup>, thus would not be available for Post Meeting on October 14<sup>th</sup>. He will notify 1<sup>st</sup> Vice Commander Kamman to handle meeting.

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

Membership: Ass't Adjutant Wolfangel, in absence of Chair Bob Kamman, advised Kamman had provided a written report for file, and noted the following items from Kamman's report:

- Quota for this year = 167. Need 52 more new or renewed memberships to make quota.
- Currently paid / renewed – 115 (69 % of needed quota).
- Existing Members not renewed to-date: 49

- Anticipates we will need a minimum of 3 new / transfers above existing member renewals, providing all would renew.
- List of existing members not yet renewed was provided and read.

Post Activities: Chair Kirk Minnick noted that:

- He is working on plans for the Post Christmas Party on Saturday – December 12, 2020.
- He is hoping to reintroduce after-meeting snacks at October the Post Meeting.

Chaplain/VAVS: Jerry Porter, in absence of Chaplain, commented on upcoming graveside services for Post Member Richard “Dick” Burnes. Nothing to report on VAVS.

Americanism: No report in absence of Chair Henkel.

Community Support & Recognition: Chair Joe DuBois advised he was unable to make the last “AACC” meeting, and would probably not be able to make the upcoming meeting, thus he had no report.

Service, Veterans Affairs / Economic / Legislative: Chair Charles Cleves commented on a program being initiated by Hospice of Cincinnati, relative to placing an American Flag over the body of a deceased veteran in their care, during family's last visitation. He had presented Hospice with two surplus American Flags to use for this program from Post 318 supply.

Bingo: Chair Ed Sears advised:

- Still needs more volunteers to assist with Bingo and cleanup / setup, before and after.
- Noted September was an excellent month, given it only had three weeks.
- Presented hard copy of September Bingo Report, noting monthly revenue distribution as follows: Post \$2,500 / C.I. \$715. / Concessions earned \$311, for a monthly total of \$3,526. \$592.74 remains in Bingo operating account.
- Yearly distributions have been: Post \$20,000 / C.I. \$6,650.
- Noted that the estimated loss of revenue for the 12 weeks Bingo was closed due to COVID-19 is: Post \$6,600 / C.I. \$2,550 / Concessions \$1,600, for a total loss of an estimated \$10,750.
- In response to statements made by some Bingo players that masks were no longer required when seated, he checked with Hamilton County Health Department and was advised there has been no change. Masks are still required at all times except when seated and actively engaged in and eating and drinking.

Fund-Raising: The following was presented, in absence of a committee chair:

- Live Band / Dance Events: Don Bishop advised the first three dances have went fairly well, however , expects low turnout for October 3<sup>rd</sup> dance, as currently have only 15 advance tickets sold. Joe DuBois is lead for this dance, and still needs some additional volunteers. There is still a need for volunteers for managing each of the upcoming dances. He noted Model Behavior Band has canceled for December 19<sup>th</sup> dance, and he is looking for a replacement band. He also advised there have been no changes in the COVID-19 hall capacity and restrictions for the dances. Planning for the NYE Dance is still a no-go, under current restrictions.
- Football-Mania: Finance Officer Lindsey noted that we have had three winners so far, with one \$25 and two \$50 winners.
- “Hometown Heros Benefit” for Post 318: Ass't Adjutant Wolfangel noted the planning is going well, with good response for silent auction items, and all VIP tables have been sold out. They will be expanding to the outside with tables for walk-in guests. They have need for extra tables and chairs, and will take whatever we can provide that are not needed for Bingo. Porter indicated we could probably borrow some of his church's tables, if needed. SAA Caskey is still working on Color Guard and Service Flags staffing. Wolfangel noted there are currently six seats left at the Legionnaires' table.

Event Coordination: Chair Ken Knight noted the following:.

- Hall Rentals: There are no rentals scheduled until 2021.
- “Remote Learning Center” Rental: Seems to be going well.

Finance Officer Lindsey noted that he had received a Cincinnati Bell delinquency payment notice that was directed to the Legion at 6660 Clough. He noted all Cincinnati Bell invoice for the Post come to P.O. Box, and are current. It is believed this may be related to the “Remote Learning Center” rental. Ken Knight will check with the Remote Learning Center personnel to see if this belongs to them.

House: Chair Bob Alfieri

- Thanked all who have helped with Post clean-up/set-up
- Is awaiting quote for some electrical and sign work that needs to be done.

Internal / External Communications:

- External: Ass't Adjutant Wolfangel advised articles regarding “Post 318 Awards Program” and “Fall Live Band / Dance Schedule” that were published in the Cincinnati Enquirer Hometown Section, and Eastside Press were posted on BB. Notice of individual dances are also being submitted for cincinnati.com electronic calendar of events posting.
- Internal / Newsletter: 2<sup>nd</sup> Vice Commander Kirk Minnich advised anyone having an item for the October Post Newsletter to submit to him ASAP, so he can get the newsletter out.

Randy Lindsey indicated he would set up a Zoom link for the October Post Meeting, and will advise Minnich of the link information so it can be put in the October Post Newsletter.

Uniform Ceremonies: Chair Ralph Caskey commented on the logistics for the Burnes' graveside services on Thursday – October 1<sup>st</sup>, at Mt. Moriah cemetery, noting he had 14 volunteers, and we also have secured a bugler for playing of “taps”.

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 September 2020 (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. available funds. Based upon the review, *a motion (Jerry Porter) was made to fund the Post Christmas Party in the previously C.I. budgeted amount of \$700. Motion seconded (Ed Sears), and passed unanimously.*
- Indicated that, based upon current C.I. balance, it would be appropriate to re-instate the monthly C.I. rental payment to the Post, and *a motion was made (Don Bishop), to resume such C.I. rental payments to Post. Motion seconded (Bob Alfieri), and passed unanimously.*

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: Nothing to report.

Further Business: Nothing to report.

Adjournment of Meeting:

Commander Canter, indicating there being no further business to come before the Executive Board Meeting, adjourned the meeting at approximately 8:10 PM.

Prepared by: Dan Wolfangel