

**MINUTES**  
**AMERICAN LEGION POST 318**  
**EXECUTIVE COMMITTEE MEETING**  
**November 20, 2019**

The Executive Committee Meeting was called to order at approximately 7:00 PM at Post 318, by Commander DuBois. Matters addressed at the Executive Committee Meeting were:

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

Adjutant Ruffennach conducted roll call.

**Elected Officers**

Commander	Joseph DuBois, Jr	<b>X</b>
1 <sup>st</sup> Vice Commander	Bob Kamman	<b>X</b>
2nd Vice Commander	Randy Lindsey	<b>X</b>
Adjutant	Ed Ruffennach	<b>X</b>
Finance Officer	Ron Yersky	<b>X</b>
Sgt-at-Arms	Ralph Caskey	<b>X</b>
Chaplain	Jerry Porter	<b>X</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>
Fund Raising Chair	(VACANT)	
Community Support Chair	(VACANT)	
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	Dan Wolfangel	<b>X</b>

Absent were the currently vacant Committee Chair positions for Community Support; and Fund-raising.

**MINUTES OF LAST MEETING:** Adjutant Ruffennach, noted that the E.C. Meeting Minutes from the October 30, 2019 meeting had been reduced to print and previously distributed to E.C. members, and have also been posted in E.C. Minutes binder in clubroom. They were also submitted for inclusion on Post website. *A motion (Dan Wolfangel) was made and seconded (Bob Alfieri) to accept minutes as printed. Motion passed unanimously.* Ruffennach also reported that the General Meeting on November 13<sup>th</sup> were reduced to print and previously distributed to E.C. members posted in the General Meeting Minutes Binder and submitted for inclusion on the website

**POST EVENT CALENDAR REVIEW:**

<b>Correspondence Log</b>			
<b>Date Received</b>	<b>Sender</b>	<b>Subject</b>	<b>Disposition</b>
11/8/2019	Allpoints Media Humana Healthcare; Phone message 503-626-0669 (Marcia)	Place poster regarding Humana Ins. \$50 donation	Refer to Exec. Adjutant instructed to write a policy to establish an advertising fee of \$25 / 3 mo for Newsletter advertising
11/8/2019	Arden Courts (Ann Weisnor) 379-4173	Memorial Holiday CG for residents	Returned call and left a message; no return call; refer to SSA
11/8/2019	Census Bureau (Frank McGuire) 513-235-8124)	Information on Jobs, PT Seasonal, wants to attend a fuction	
11/15/2019	Parkside Chrisitioan Church	Thank You Note	Posted
11/18/2019	Phone Message Kelley Green Uc Student Consultant Class 614-5602-1985	Interview Veterans	
11/18/2019	Davis Scott (Veterans of Comedy)	Thank You Note	Posted
11/18/2019	AL Hamilton County	Newsletter	Binder
11/18/2019	Ambulatory Medical Care		

**BUDGET REPORT / FINANCE ISSUES AND CONCERNS:** .

Checking \$16,498  
Savings \$21,721  
**TOTAL \$38,219**

There are three outstanding bills, one of which is the mortgage and 2 others due in December. There was also 2m bills undelivered that cause us to pay penalties for late payment. Ron also requested that if there are any changes to cash drawers in the safe please let him know so that we have appropriate cash on hand for events.

Discussion regarding the upgrade of the two Post computers to Windows 10 was held with the possibility of a need to upgrade Quicken. Jerry Porter will talk to Mike to get a quote for the necessary work. ***A motion (Don Bishop) was made and seconded (Ron Yersky) to authorize Jerry Porter to get a quote for the necessary work. Motion passed unanimously***

Bartender Payments for the Veteran's Day dinner was paid for by Charities Inc. The Post is benefitting from the revenue but Charities Inc is paying. Next year it is proposed that the payment for the bartenders come from the sales.

**OPEN ISSUES / OLD BUSINESS:** Commander DuBois noted there were no issues

**NEW ISSUES / NEW BUSINESS (Commander):** Commander Dubois noted, or led discussion on the following new issues or new business. There was one new business item related to a UC Student needing to interview veterans for a school project. She will be invited to attend a Tuesday work detail and have the opportunity to interview anyone present. Details are being managed by Commander DuBois.

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

Membership: Bob Kamman reported that of this date we are at 92 % of quota with 148 of our potential 161 paid members. . We have a very good chance to exceed quota and reach 165 or higher. Our previous high as validated by the Department was 163. If we reach quota by December 31<sup>st</sup>, we have the opportunity to participate in 1 \$2500 bonus pot.

Post Activities: 22 people attend the Mission event. The Christmas Party will be December 6<sup>th</sup>, everyone is asked to bring socks, underwear, or toiletries for Joseph House.

Chaplain/VAVS: Bill Hitchcock is at Mt Washington Care Center. Harold Cook a 99 yr old WWII veteran as been hospitalized. Stan Dillion is not doing well, he is now on oxygen.

Americanism: No testing results yet on the Americanism test. The Oratorical contest is being advertised in the schools and receiving some response from the students.

Community Support & Recognition: No report

Service, Veterans Affairs / Economic / Legislative: There was some discussion regarding having a CPR class at the Post.

Bingo: The license application has been submitted for bingo at a cost of \$700.

Fund-Raising: Don reported the following

- Dance Saturday November 23<sup>rd</sup>
- Dance scheduled for December 7<sup>th</sup>
- Variety Show is scheduled for December 14<sup>th</sup>. 120 tickets have been sold for income of \$2203.
- Christmas Dance is scheduled for December 21<sup>st</sup>
- New Year Eve Dance scheduled for December 31<sup>st</sup>
- Breakfast with Santa is schedule for December 7<sup>th</sup>

Event Coordination: No report. Suggested that the HDMI cable is bad at the right rear of the building so use the one at the right front near the stage.

House: Chair Alfieri, noted the followings:

- The concrete curbs have been replaced in the parking lot that were damaged during the installation o the fiberoptic cable.
- There has been another leak develop in the roof, the vendor has been contacted
- The tablecloths are starting to show wear. There is money budgeted to replace. Ten will be replaced at a time.

Internal / External Communications: Chair Ruffennach (External Communications) Nothing to report

Uniform Ceremonies: Ralph Caskey reported

- Pearl Harbor Day Ceremony on the river is scheduled for December 1<sup>st</sup>. To date there is only one volunteer for the Color Guard,
- Need volunteers for CG detail on December 7<sup>th</sup> at 3:30 for the Anderson Township Tree Lighting Ceremony.

Charities, Inc.: Liaison Bishop stated that the “Wave the Flag” event provided \$1600 for Charities Inc. Poppy Days are scheduled for Mat 18 -21<sup>st</sup>. Poppies will be ordered, and programs coordinated with the schools. Breakfast with Santa is December 7<sup>th</sup>.

Hamilton County Council Issues / Concerns: Hamilton County newsletter has been received

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:** *A motion (Randy Lindseyl) was made and seconded (Bob Kamman) to cancel the December EC Meeting. Motion passed unanimously*

**Adjournment of Meeting:** There being nothing further to come before the Executive Board Meeting, Commander DuBois adjourned the meeting at approximately 8:25 PM

Prepared by:

A handwritten signature in cursive script that reads "Edward C. Ruffennach Jr." The signature is written in dark ink and is positioned to the left of the typed name.

Ed Ruffennach  
Adjutant Post 318