

**MINUTES
AMERICAN LEGION POST 318
EXECUTIVE COMMITTEE MEETING
SEPTEMBER 27, 2023**

Meeting conducted: ___ Physical Only; ___ Physical and Virtual

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

ROLL CALL OF POST OFFICERS AND COMMITTEE CHAIRS:

Minnich conducted roll call, and indicated (8) E.C. members present as noted below, which exceeded the required quorum of eight (8) EC Members. **Physical (8), Virtual (0)**

Elected Officers

**Voting Members
Present**

| | | | |
|--------------------------------|---------------|----------|----------|
| Commander | Lee Stegmann | P | X |
| 1 st Vice Commander | Bob Kamman | P | X |
| 2 nd Vice Commander | Kirk Minnich | P | X |
| Adjutant | Bob Carey | E | |
| Finance Officer | VACANT | V | |
| Sgt-at-Arms | Ralph Caskey | P | X |
| Chaplain | Rob Heberly | A | |

Appointed Positions/Chairs

| | | | |
|--|----------------|----------|----------|
| Corporate Statutory Agent / Ass't Adjutant | Dan Wolfangel | E | |
| Service Officer | Charlie Cleves | P | X |
| Americanism Chair | Eric Howland | E | |
| Bingo Chair | Ed Sears | P | X |
| Community Support Chair | VACANT | V | |
| Fund-Raising Chair | VACANT | V | |
| House Chair | Bob Alfieri | P | X |
| Event Coord. Chair | Ken Knight | P | X |
| Charities, Inc Liaison | Don Bishop | E | |
| SAL Advisory Committee Chair | Tony Capetillo | E | |
| Bar-Concession Manager | Steve Stuntz | E | |

E.C. Alternates

| | | | |
|-----------------------|---------------|----------|--|
| Ass't Finance Officer | Joe DuBois | E | |
| Ass't Sgt-At-Arms | Gary Gregorio | E | |

Additional Attendees

| | | | |
|---------------|--|----------|--|
| Randy Lindsey | | P | |
| | | | |
| | | | |

KEY: X=Present E=Excused (Prior Notice) A=Absent V=Vacant Z=via Zoom

MINUTES OF LAST MEETING:

Minnich noted that the E.C. Meeting Minutes from August 30, 2023 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 (Alfieri) made to accept and approve the Minutes as submitted, Seconded (Kamman), and passed by unanimous vote of E.C.***

POST EVENT CALENDAR REVIEW:

2nd Vice Commander Minnich reported all currently scheduled Post activities and events are updated and on the calendar. Updated on the start of Karaoke, Halloween Dance upcoming and Oktoberfest.

CORRESPONDENCE LOG: Minnich advised and commented on action taken on following items of correspondence since last meeting:

Incoming Correspondence:

- Routine bank statements, ads, magazines, dues payments, invoices, etc.
- Flyer announcing 4th District Fall Conference October 1 at Post 186 in Lebanon. ***Posted on BB***
- Invoice from Acuity for \$8,371 due October 2 (minimum due \$1,681.20). ***Placed in FO drawer***
- Phone messages passed along to proper contacts for follow up (Dance inquires; FHSD Aspire event)

Outgoing Correspondence:

None reported

Misc. Adjutant Items: Americanism – Emblem order form

BUDGET REPORT / FINANCE ISSUES AND CONCERNS: Lindsey submitted his report for September 27, 2023, included with these minutes; he further reported that all bills are paid, and the Post is solvent.

The CD matures this month; at the EC meeting of August 30, 2023, the EC agreed to authorize Lindsey to recommend the duration of the renewal of the CD and conduct a poll of the EC by email to approve such recommendation. Lindsey reported the best rate on CD was found and for a term of 9 months, will rollover in such. Lindsey also reported that after reviewing the insurance with the additional parties it was found the best option was to stay with our current provider and policy.

Motion by Lindsey to transfer \$9000.00 from savings to checking to help cover operational expenses. 1nd (Minnich), 2nd Kamman, Passed by vote of 8-0

Lindsey also spoke about events switching how cash is being funded. Karaoke, Bingo & Euchre to fund the tills they use during their events to replenish the cash from the sales. Turning over only the proceeds from each till to Lindsey. Attempting to cut down trips to the bank and also need to look at additional ways to cut the number of checks written in a year.

Lindsey reported that he has not received an updated number of the new mortgage payment yet.

Inquiry made by Cleves on utility bills increasing to which Lindsey reported they were going up but not greater than the increase which has been seen by residential customers.

Squadron member Stock and Post spouse Kelli Gilbert are checking competitive rates for renewing the Post facilities insurance. ***The decision was made to renew the current coverage with Acuity.***

OPEN ISSUES / OLD BUSINESS:

CLUB ROOM / LOBBY - CORRIDOR REVITALIZATION UPDATE:

- All Hi-top tables and chairs in place.
- Six swivel bar stools in place
- Completion of lower wall covering, and TV installations still pending, however, it is expected that it will be completed by sometime in October.
- Caskey given go ahead to re-install Post/ SAL Membership Badge Name Board in rear hallway.
- Secondary can light system pending installation by SAL hired electrician, who will also be running electric for the additional TVs.).
- Work on redistribution of CR wall hanging items will upon Wolfangel's return first week in October.
- Members of the E.C., at the 9/13/23, authorized the obtaining of a complete new POW-MIA Ceremonial Table Set for the planned permanent display, behind Plexiglas, location in Lobby Area, at an approximate cost of \$100.* This will allow our current set to be utilized as needed for other events. Wolfangel will order from Legion Flag and Emblem. Post member Bob Williams, who was present at meeting, advised he would reimburse the Post for the cost of the POW-MIA Table Set as a donation.

REPLACEMENT ROOF TOP SIGN:

Sign has been installed at a cost of \$1,475. Invoice was forwarded to F.O. Lindsey.

NEW ISSUES / NEW BUSINESS (Commander):

Discussion around portable bar for the Hall to be used for events rather than our current layout. Tammy passed along some examples to Alfieri who shared with the group. We decided the ones given were not something that could be used practically and stored. *The EC was advised to think about it and possibly come up with and viable solution to be presented at a future meeting.* The Marketing Committee will also discuss at their next meeting.

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

Membership: Chair Kamman reported:

110 members renewed, 5 new members for 67% rate. Renewal rate is slower than past years.

Post Activities: Chair Minnich reported:

Oktoberfest October 14
Halloween dance October 21
Karaoke resumes October 5
Dance email was sent out for staffing of the event by Kamman

Chaplain/VAVS:

No report

Americanism: Chair Howland

Howland emailed nothing to report.

Community Support & Recognition: (Vacant)

Nothing was presented by EC

Service, Veterans Affairs / Economic / Legislative: Chair Cleves

Nothing to report.

Bingo: Chair Sears reported:

The September report is included with these minutes.

Electronic Bingo from Arrow and Grover are being evaluated by Minnich, with a meeting planned for September. Minnich reported (with help from Sears) on the meetings with Arrow and Grover that all who attended were able to ask questions and get answers. ***Minnich proposed the Post move forward with installations of 4 machines including a Kiosk for payouts to be placed in the Clubroom along the outside wall with Arrow based on the Post is in need of additional revenue and the Clubroom has been renovated newly. Further our Bingo Type III License allows this type of activity. 1st Lindsey 2nd by Cleaves, motion passed 8-0***

The SAL is considering an electronic sports machine for the club room.

Fund-Raising: (Vacant)

KARAOKE THURSDAYS:

- Will begin on Thursday – October 5 th , 7 PM to 10:30 PM, and is scheduled to continue every Thursday through May 30 th , with exception of no events on thanksgiving, and last two weeks of December due to holidays.
- Posted flyers have been placed on some area community BB's; Media release sent to Cincinnati Enquirer “Hometown”; noted in September and October Post Newsletter and emails sent to all on Karaoke Email List.
- Could use some volunteers to help with coordination, and concessions. Contact Wolfangel if interested, or need additional info.

(Covered elsewhere in these minutes.)

Event Coordination: Chair Knight reported:

Rentals in September:

Republican Club September 26

Knight presented that AARP is asking to use the Patriot Center Hall this year to free tax services for the community. ***Knight made motion we allow them to use the hall free of charge as we have in the past. 1st Alfieri, 2nd Minnich, motion passed 8-0***

House: Chair Alfieri reported: Nothing new outside of general maintenance; electric company cut back trees on one side of the building; looking for bid on hardwiring the electric for power to signs to avoid them being kicked off to frequently (will report back his findings in future meeting)

Internal / External Communications: Wolfangel reported:

Media release for the Halloween Dance sent to Hometown Enquirer.

Internal / Newsletter:

Gregorio reported the October newsletter is about ready to go; additional articles are needed by tomorrow.

Uniform Ceremonies: SAA Caskey reported:

Turpin game in October, more details to follow

3 requests for Veterans Day participation; IHM on Thursday November 9th at 9:30am to 10:30am; Sherwood Elementary on Friday November 10th at 10:30am to 11:30am; Anderson Senior Center on Friday November 10th at 10:30am to 11:30. Watch email for requests.

The Joseph House box has been emptied.

Charities, Inc. (C.I.): Chair Bishop reported:

Report on the AHS Military Night fund-raising for “Save A Warrior,” The goal for SAW is \$5,000; amount collected: \$400.00

Marketing Committee: Chair Minnich reported:

(Covered above under Event Coordination)

Bar/Concessions: Chair Stuntz:

Nothing to report

SAL Unit:

Minnich reported the following he received from Wolfangel regarding SAL Unit.

SAL “BENGAL WATCH PARTY” PROPOSAL: (MINICH HAS INFO AND WILL PRESENT), SAL has submitted a Bengal Watch Party Proposal to be considered by E.C. for 6 forthcoming Bengal away games starting Sunday – October 1 st , which was tabled at last E.C. Meeting until lower walls and TV installations are completed in CR.

POST / SAL COMMUNICATIONS MEETING:

- Meeting was held Thursday – September 14 th at 7 PM, and was felt to be productive, and involved 5 E.C.Members and 4 SAL Officers.
- Purpose was to improve relationship, communications and understanding of roles and responsibilities.
- Wolfangel will give full report at October E.C. Meeting, unless 1sr Vice Kamman, who was in attendance wishes to do so.

Hamilton County Council Issues / Concerns:

Nothing to Report

4th District Issues / Concerns:

Fall Conference October 1. Nothing further 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 Stegmann, indicating there being no further business to come before the Executive Committee Meeting, adjourned the meeting at approximately 8:45PM.

Prepared by:
Minnich, 2nd Vice