

MINUTES
AMERICAN LEGION POST 318
REGULAR MEETING
July 13, 2022

(NOTE: This Meeting was conducted physically at Post 318, with 3 in attendance via ZOOM.)

The Post Meeting was called to order by Post Commander Stegmann at approximately 7:00 PM. Colors were in place and saluted. Commander Stegmann gave the Recognition and Placement of POW-MIAs, and the POW-MIA Chair Cover was placed by Jack Surdick. The Opening Prayer was given by Jerry Porter. Reciting of the Pledge of Allegiance was led by 1st Vice Commander Kamman. Reciting of the Preamble was led by 2nd Vice Commander Minnich. Commander Stegmann then opened the meeting for the normal order of business.

Attendance: SAA Caskey advised that there were nineteen (19) Post 318 members physically and three (3) via ZOOM in attendance, for a total of twenty-two (22) members, which constituted a quorum.

Roll Call of Post Officers and Committee Chairs:

Adjutant Carey conducted roll call of Officers and Chairs, as follows:

Elected Officers

| | | |
|--------------------------------|---------------|----------|
| Commander | Lee Stegmann | X |
| 1 st Vice Commander | Bob Kamman | X |
| 2nd Vice Commander | Kirk Minnich | X |
| Adjutant | Robert Carey | X |
| Finance Officer | Randy Lindsey | X |
| Sgt-at-Arms | Ralph Caskey | X |
| Chaplain / VAVS Coordinator | Rob Heberly | A |

Appointed Positions/Chairs

| | | |
|--|----------------|----------|
| Service Officer | Charlie Cleves | X |
| Americanism Chair | (VACANT) | V |
| Bingo Chair | Ed Sears | X |
| House Chair | Bob Alfieri | X |
| Fund-raising Chair | (VACANT) | V |
| Community Support Chair | (VACANT) | V |
| Event Coord. Chair | Ken Knight | A |
| Charities, Inc Liaison | Don Bishop | X |
| Corporate Statutory Agent / Ass't Adjutant | Dan Wolfangel | X |
| SAL Committee Chair | Tony Capetillo | A |

Alternate to Officers and Chairs

| | | |
|---|---------------|----------|
| Ass't Finance Officer / Newsletter Editor | Joe Dubois | X |
| Ass't Sgt At Arms | Gary Gregorio | Z |

X = Present A = Absent Z = via ZOOM

E = Excused (prior notice) V = Vacant

Minutes: Adjutant Carey noted that the Post Meeting Minutes from the June 8, 2022 meeting were posted in Post Meeting Minutes Binder in club room, distributed to all E.C. members, and sent to Post Web-Master for posting on Post web-site. ***Upon motion made (Porter), and seconded (Bishop), motion to approve the Minutes passed unanimously.***

Executive Committee Notes: Adjutant Carey advised that the June 29, 2022 E.C. Meeting Minutes, in full printed format, had been placed in the E.C. Meeting Minutes binder in the clubroom bookcase, and distributed to all E.C. members, and have been submitted for posting on Post web-site. A summary of noteworthy items or actions from the E.C. Meeting were reported as follows:

- Reviewed 2022-2023 Post 318 Business Plan and Budget as presented by Don Bishop, and subsequently voted to approve, and recommend proposed Business Plan and Budget to Post Membership at the July 13th Post General Meeting.
- Noted that the Program Chair Certification Form had not yet been submitted to Dept of Ohio, due to current vacancies in Americanism; Buckeye Boys & Girls State; and Children and Youth Programs. Submission will be delayed to give Commander Stegmann an opportunity to try to secure chairs for these Programs.
- Were advised that Bingo Manager / Chair Sears has indicated he is willing to continue to serve in his current capacity of Bingo Manager / Chair for the next 16 months (October 2023) which will be the end of the next Bingo year. After that he will no longer serve, and the Post will need to find a new Bingo Manager, or shut down Bingo.
- Validated that Don Bishop is authorized by prior action to expend funds necessary to obtain up to 50 new access security cards
- Discussed a fund-raising game called “Queen of Hearts” which is being operated in some other military organizations, which is a Split-The -Post / raffle type game. It was determined further study needed to be made, and Don Bishop, Kirk Minnich, and SAL Commander Chris Short were appointed as a study committee to look into it further and report back at July E.C. Meeting.
- Requested Bob Kamman to look into a better camera/audio set up for virtual attendance at Post meetings.

Finance Report:

Finance Officer Lindsey submitted a written Post Financial Report, as of July 13, 2022, and provided Adjutant with copy for filing, included with these Minutes, and provided copies to members in attendance at this meeting. He reviewed financial data contained within the submitted report, noted all bills are currently paid, and in addition noted the following:

- \$50,000 has been moved from Post Savings to CD
- The IRS Form 990 for 2021 will be completed by the next EC meeting, after which all the financial records will be submitted to the Auditing Committee
- The IRS notified us of zero penalty owed, upon their review of the Form 990 for 2019 and our explanation for its tardy submittal
- His surgery is scheduled for August 17; he will be unable to drive for 4 weeks, but should be able to handle most of his responsibilities from home, assuming all bills, etc., will be delivered there
- The SAL is operating under the Post EIN, and the SAL does not yet have a bank account; the SAL is to submit its Financial Report to FO Lindsey monthly

Upon Motion (Stuntz) to accept the Finance Report, subject to audit, and second (Caskey), motion passed unanimously.

Membership Report: (Chair - 1st Vice Commander)

Chair Kamman submitted written report to Adjutant Carey for filing with these Minutes, and reported as follows:

- In order to improve involvement in Post meetings by those attending virtually, members should give

their reports from the podium using the microphone.

- Membership cards are delayed due to printer issues, but they should be here by the end of July; memberships and activations will not be delayed.
- He reviewed the various processes by which a member can submit his \$40 dues payment: handing it over in person, mailing it, and submitting it online
- Our quota goal for 2022 is 179.
- 11 members with July birthdays were recognized.
- Paid up for Life (PUFL) is an option for members; the cost can be calculated on the website.

Tom Prem recognized the exceptional time and work devoted to the Post by Ed Sears and Bob Alfieri, and he recommended their dues be paid by the Post. ***Upon Motion (Prem) to refer such action to the EC at the next EC meeting, and Second (Porter), motion passed unanimously.***

Post Activities Report: (Chair - 2nd Vice Commander).

Chair Minnich reported as follows:

- The Awards Program will be Saturday July 16 at 7:00.
- The Marketing Meeting will be July 20
- The next social event (ice cream) is on August 20 at 4:00

Adjutant Reports and Correspondence: Adjutant Carey advised following correspondence of consequence and interest to Post members, or requiring Post action, were received since last meeting:

Correspondence Received:

- Letter and Flyer inviting all to a Korean War Veterans Memorial Dedication – Sat- 7/23/22 in Clinton, OH: ***Posted on BB.***
- Advertisement for logo T- Shirts: ***Posted on BB.***
- Notification from a Collection Agency: Regarding an outstanding balance of \$625 due to Cinti Bell from Post. F.O Lindsey has noted this situation previously to E.C., as not being our bill, but as that of a renter of the Post Hall (Remote Learning) who had contracted with Cinti Bell for services, using the Post ID and address. F.O Lindsey had forwarded the issue to Post Event Coordinator Knight to either have the renter pay due amount to Cinti Bell, or if necessary to prevent action against the Post to pay it out of the Hall Rental Account, as Post budget had no funds for such payment. ***The most recent collection notice was sent to Knight per direction from Lindsey.***
- Liquor Permit Renewal Receipt: Authorizes continuation of current permit pending receipt of the new permit. ***Posted in Liquor Permit frame in clubroom.***
- A/T Fire Dept. “Life Safety Permit for a Place of Assembly” received: ***Posted in Life Safety Permit frame in Clubroom.***
- Invoice for Annual Membership Dues Renewal for Anderson Area Chamber of Commerce (\$120): ***Forwarded to F.O. Lindsey.***
- Letter from IRS: notice of changes to Dec 31, 2019 Form 990, showing amount due \$0. ***Forwarded to F.O. Lindsey***
- Check from Dennis Sakal for \$40. ***Forwarded to 1st Vice Kamman.***
- Invoice from Bingo Info Dayton for \$200, covering a full-page ad in the July 2022 Cincinnati Dayton bingo book. ***Forwarded to Chair Sears.***
- August issue of American Legion Auxiliary magazine. ***Put in club room magazine rack.***

Outgoing Correspondence:

Chaplain's Report: (VAVS Chair - Chaplain):

none

Committees and Liaison Reports:

- **Americanism Committee:** (Chair – VACANT).

Porter will write an article for the newsletter emphasizing the importance of the Americanism programs, Buckeye Boys State, Buckeye Girls State, and Oratorical Contest. It is extremely important to find a member to head up these programs. A letter should be sent to the local high schools this fall depicting the programs available for students' participation. The Post Awards Program will feature talks by the B/G State participants, and illustrate how much the students benefit from their participation in the programs

- **Community Support & Recognition Committee:** (Chair – VACANT).

Ass't Adjutant Wolfangel reported details of the 2022 Post Awards and Recognition Program July 16 at 7:00 PM at the Post: 73 invitations were sent out June 16; attendance of 65-70 is expected The Firefighter of the Year award from the Post, as well as the Firefighter of the Year award from the 4th District, will be presented The Law Enforcement Officer of the Year will be presented. 6 Buckeye Boys and Girls State participants will be recognized. 4 scholarship recognitions, 7 Forest Hills schools for Poppy Days, 1 Forest Hills school for Citizenship program, 1 service recognition for the Memorial Day bugler, 34 continuous Legion membership awards, and 7 deceased Post 318 members from 2021 through Ohio Senator Wilson Veteran Honors Program. Meredith Lindsey will be the photographer.

2nd Vice Minnich requested members submit to him photos they may have of the Memorial Day activities.

- **Service, Veterans Affairs, Economic & Legislation Committee:** (Chair - Service Officer)

Chair Cleves noted he was contacted by a veteran seeking help with VSO Batavia; in talking with VA, Cleves was informed they could not proceed dealing through him without a written authorization from the veteran. Cleves gave the veteran the contact information for the VA.

- **VAVS Coordination Committee:** (Chair Chaplain Porter)

- **Bingo Committee** (Chair Ed Sears)

Chair Sears submitted the June Bingo Report, attached to these minutes, and gave the following additional comments:

- The bill from Lancaster of almost \$2,600 has to be paid before distribution to the Post and CI
- Sears confirmed that he will continue performing as the Bingo Chair for the next 16 months; Interested volunteers will be trained, which takes at least 6 months.

- **Fund-Raising Committee:** (Chair – VACANT).

Karaoke Event Lead Wolfangel provided his report for June, attached with these Minutes. Additional reporting as follows:

- The Event was held for 4 months, until the end of June. The EC will consider if the event should resume in the fall.
- The net profit for the 4 months was estimated as \$819.35, which is somewhat conservative, due

to the calculation of the cost of refreshments sold.

- Most of the attendees expressed the desire for the event to resume; Wolfangel will advise them if and when it will resume.

- **Event Coordination Committee:** (Chair – Ken Knight)

Knight provided the following report to Wolfangel:

The Turpin Class of 1982 Reunion Committee requested their reunion on July 30 be advertised on the Post monument sign 2-3 days before the event. Chair Alfieri noted publicizing the reunion is provided because the class is renting the hall.

- **House Committee:** (Chair – Bob Alfieri).

Alfieri expressed his appreciation to those who participate in regular and special event Post cleanup.

He thanked Caskey for doing a great job coordinating the 4th of July parade participation.

He reported the Post security system goes down regularly. He will consult with Eric Franz, and investigate alternative systems and upgrades.

Bishop noted access cards have been upgraded to Level 2, and he has ordered 50 more cards.

- **Public Relations / External Communications Committee:** (Chair – Adjutant).

Ass't Adjutant Wolfangel noted he will submit articles on the awards program.

- **Internal Communications Committee:** (Chair 2nd Vice or Joe Dubois)

Dubois reminded to submit newsletter articles by the end of the month.

Bishop presented his report on the Post Business Plan 2022-2023: The EC recommended approval. Three copies are in the clubroom, and it is posted on the website. ***Motion (Bishop) to accept the 2022-2023 Business Plan was Seconded (Alfieri), and unanimously approved.***

- **Uniformed Ceremonies Committee:** (Chair - Sgt.-At-Arms):

Chair Caskey reported:

- We had 28 members participate in the 4th of July parade, 7 SAL members, 1 bagpiper, 15 riding in cars; the Post received \$100 prize for being one of the two Most Patriotic entries.
- Last Tuesday Caskey found \$20 included with a flag in the flag retirement box, forwarded to FO Lindsey.
- The rifle cleaning will be in the next month or so.

- **Charities, Inc. Committee:** (Chair Don Bishop)

Chair Bishop reported the following:

- C.I. Financial Report was provided (prepared by C.I. Treasurer Walt Geil). Copy of provided report to be filed with these Minutes in Post Meeting Minutes binder.
- The volunteer gift raffle will be funded by Bingo this month, instead of CI.
- Input for the 2023 budget should be provided in time for budget approval at the August 14 CI board meeting.

- **Capital Projects:** (Chair -):)

- **Marketing Committee:** (Chair - Kirk Minnick):

- **SAL Committee:**

Cmdr Stegmann has some paperwork for SAL from the District convention, and Wolfangel will pass it

to SAL.

- **Hamilton County Council (HCC) Report / Items:**

No report.

- **4th District Report / Items:**

Ass't Adjutant Wolfangel has various paperwork from the District convention, and will distribute it to the appropriate parties.

He also confirmed that the rumored closing of the Georgetown Veterans facility is denied. The District reduced the minimum size of a Post down to 15 from 25.

- **Dept. of Ohio Report / Items:**

No report.

- **Old Business:**

Minnich, Bishop, and Short will meet to discuss organizing a Queen of Hearts raffle and present their recommendation at the next EC meeting.

- **New Business:**

None

- **Good Of The Legion:**

- Fisher House / Joseph Houses Bins in Clubroom
- Volunteer Raffle: Gift Card, won by Misty Howland.
- Split-The-Pot: Handled by Prem, won by Lindsey.
- Next E.C. Meeting: July 27, 2022.
- Next Post Meeting: August 10, 2022.

- **Further Business:**

None.

- **Closing:**

There being no further business to come before the membership,

Closing Prayer was given by Porter.

Commander Stegmann called for "Removal of POW-MIA Chair Cover" by Surdick.

Commander Stegmann then called for "Saluting the Colors" in place.

Meeting Adjourned approximately 8:05 PM.

Prepared By:

Bob Carey

Adjutant – Post 318