

**MINUTES
AMERICAN LEGION POST 318
REGULAR MEETING
OCTOBER 8, 2025**

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

Attendance: Sergeant at Arms Caskey advised that there were 19 Post 318 members physically and 0 via ZOOM in attendance for a total of 19 Post members, which exceeded the quorum of 18. There was 1 SAL Squadron 318 member and no guest present.

Roll Call of Post Officers and Committee Chairs: Carey conducted the roll call, as follows:

Elected Officers

Commander	Kirk Minnich	X
1 st Vice Commander	Morgan Sipes	X
2nd Vice Commander	Tina Sunderhaus	X
Adjutant	Bob Carey	X
Finance Officer	Randy Lindsey	X
Sergeant-at-Arms	Ralph Caskey	X
Chaplain / VAVS Coordinator	Rob Heberly	X

Appointed Positions/Chairs

Service Officer	Charlie Cleves	X
Americanism Chair	Eric Howland	E
Bingo Chair	Ed Sears	X
House Chair	(VACANT)	V
Fund-raising Chair	(VACANT)	V
Community Support Chair	(VACANT)	V
Event Coordination Chair	Ken Knight	A
Charities, Inc Liaison	Dan Wolfangel	X
SAL Committee Chair	Tony Capetillo	E
Bar/Concession Manager	Steve Stuntz	X

Alternate to Officers and Chairs

Assistant Finance Officer	Joe Dubois	X
Assistant Sergeant at Arms	Gary Gregorio	A
Assistant Adjutant	(VACANT)	V
Charities, Inc. Treasurer	Martin Gilbert	X

Additional Attendees

SAL 2 nd Vice Commander	Tim Sunderhaus	X
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KEY: X=Present; E=Excused (Prior Notice); A=Absent; V=Vacant; Z=via Zoom

Minutes: Carey advised that the September 10, 2025, Meeting Minutes have been posted in the Meeting Minutes binder in the club room, distributed to all EC members, and have been submitted for posting on Post website. **Motion by Wolfangel to accept the Minutes of the September 10, 2025, meeting was Seconded by Cleves and approved unanimously by the members.**

Executive Committee Notes: Carey advised that the September 24, 2025, EC Meeting Minutes have been posted in the EC Meeting Minutes binder in the club room, distributed to all EC members, and have been submitted for posting on Post website. A summary of actions taken by the EC at the September 24, 2025, meeting follows:

The EC agreed to award the roof repair/replacement to Haubner Construction in the amount of \$37,224 per their proposal of September 22, 2025

Finance Report: Finance Officer Lindsey provided the October 8, 2025, Financial Summary included with the hard copy of these Minutes. **Motion by Surdick to accept the October 8, 2025, financial report, subject to audit, was Seconded by Martin and approved unanimously by the members.**

The kiosk for eBingo has been moved to the lobby, away from the bar.

Membership Report: (Chair - 1st Vice Commander) Chair Sipes reported 114 members (63%) have paid their current dues, and our quota this year is 182. The next goal is 65% by Veterans Day. Membership cards are available.

Technology and Security: Kamman submitted the report of October 8, 2025, included with the hard copy of these minutes.

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

- October 18: Oktoberfest with German food and lots of games
- October 25: Cincy Rockers Halloween bash, \$10 at the door
- November 11: Reservations are being taken for the Veterans Day dinner and program. Call 513 688-8443 or email Michelle at mlegault@andersontownshipoh.gov. FHSD will provide entertainment by musicians of the orchestra.
- November 10: Marines' birthday
- December 13: Christmas Dinner

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

- Routine bank statements, ads, magazines, dues payments, invoices, etc.
- Insurance policy from USLI. To Lindsey
- Email from Joanie Sturgill expressing interest in continuing Bingo. To Sears and Minnich
- Solicitation from The Memorial Day Foundation. To Minnich and Wolfangel
- Voicemail from Patty Lewis regarding DD214 and 2026 scholarship application. To Howland.
- Educational kit from National American Legion and National Shooting Sports Foundation regarding Be the One Suicide Prevention. To Minnich
- Email from 4th District soliciting interest to participate in the Art and Wellness Group with the VA hospital. To Cleves and Heberly
- Solicitation from Hospice of Cincinnati. To Minnich

Outgoing Correspondence: None

Chaplain's Report: Heberly commented on health issues of members. He also requested communication with him by text instead of email.

Committees and Liaison Reports:

- **Americanism Committee:** (Chair Howland)
He returned a voicemail regarding DD214 and 2026 scholarship application and answered the caller's questions. The application forms and instructions are on the website.
- **Community Support & Recognition Committee:** (Chair VACANT). No report
- **Service, Veterans Affairs, Economic & Legislation Committee:** (Chair Cleves)
- **VAVS Coordination Committee:** (Chair Heberly) No report
- **Bingo Committee:** Chair Sears presented the September report, included with paper copies of these minutes. He thanked the 45-plus volunteers who have worked Bingo since 2017.
- **Fund-Raising Committee:** (Chair VACANT) Wolfangel reported the 2025-2026 Fall/Winter/Spring session of Karaoke Thursdays started on September 11 and has thus far produced approximately \$500 revenue. Expect revenue and attendance to improve.
- **Event Coordination Committee:** (Chair Knight) No report
- **House Committee:** No report
- **Public Relations / External Communications Committee:** (Chair Carey)
Revised article announcing the resumption of Thursday Karaoke events was submitted September 15 to the Enquirer. It was published in the September 28 issue.
- **Internal Communications Committee:** (Chair Sunderhaus) Newsletter is out. Submit new articles by the 25th of the month.
- **Uniformed Ceremonies Committee:** (Chair Caskey): Caskey reported:
 - Honor Flight October 28: Everman will be on the flight. Need at least 2 more volunteers for Honor Guard sendoff ceremony 4:30 AM at CVG
 - Lobby display in October is Navy; November will be Marines
 - Need photos of members in uniform for Veterans Day display
 - Wilson Elementary November 10 afternoon concert
 - Lyons YMCA color guard and piper November 11 lunch
- **Charities, Inc. Committee:** (CI Liaison Wolfangel): Wolfangel reported as follows:
 - C.I. Funding issues to support the the 26-27 Project Budget, in view of discontinuance of Post Bingo. New revenue resources or cuts in benevolent funding of projects will definitely be effected going forward. The current C.I. budget balance for 25-26 will permit us to fulfill our current projected funded projects for this year.
 - C.I. Will need the support of the Post Membership in ongoing planned fundraising events, which at this time are:
 - 1) 2025 Veterans Day "Wave-the-Flag" Event – November 11, 2025 at Krogers (ATC) – Distribution of small American Flags to Kroger customers / Receive donations. Will require a total of 12 volunteers to cover the 3 shifts scheduled. [4 per shift for 10 am – 12 noon / 12 noon to 2 PM / 2 pm to 4 pm.]. If you wish to get scheduled early see Dan Wolfangel now.
 - 2) 2026 Kroger Poppy Days over three days prior to Memorial Day weekend.
 - C.I. Board currently is short one Board member of being fully staffed with 7 members (4 Post members / 3 Civilians), as long-time civilian member Lisa Banks stepped down due to personal family matters. Anyone interested in serving in that Board position, or with C.I. can contact C.I. Board Chair Dan Wolfangel to discuss.
 - Chair Wolfangel will be preparing an article for the Post November Newsletter on the role of C.I. in Post benevolent funding, and how each individual can help support.
 - Confirmed that FHSD will provide musical entertainment for the upcoming A/T Veterans Day Event on November 11th, 2025, thanks to C.I. Member Donna Prues.
 - Need for large plastic donation containers. (See Martin Gilbert).
 - Next Quarterly C.I. Meeting set for Wednesday - January 14th, at 5:30 PM preceding the Post General Meeting.
 - C.I. Board Chair and Treasurer will be discussing future of all C.I. Items with Post E.C. at October E.C. Meeting.

- Martin gave the CI Finance report.
- **Capital Projects:** (Chair VACANT) No report
- **Marketing Committee:** (Chair Minnich)
 - Carey reported on his article placed in Newsletter regarding donation of portions of IRA RMD to Charities, Inc.
 - Minnich noted the next Marketing meeting is next Wednesday.
- **SAL Committee:** (Chair Capetillo) Tim Sunderhaus reported:
 - SAL now has 58 members
 - October 19 benefit fund raiser at the Anderson Tap House 1:00-8:00
 - Planning the NYE party, \$3,000 raised, 2 sponsorships and 1 VIP table sold, tickets on sale November 1 for \$25
- **Concession/Bar Manager** (Stuntz): Let him know of supplies needed prior to his vacation over Veterans Day
- **Hamilton County Council (HCC) Report / Items:** None
- **4th District Report / Items:** None
- **Dept. of Ohio Report / Items:** None
- **Old Business:** None
- **New Business:** None
- **Good of the Legion:** Carey noted he will be out of country for the next EC meeting. Tina will take notes.
- **Joseph House Bin in Clubroom:** Collections are for toiletries only, no clothing.
- **Volunteer Raffle:** Gift Card won by Lindsey
- **Split-The-Pot:** Handled by Prem, won by Prem
- **Next E.C. Meeting:** October 29, 2025
- **Next Post Meeting:** November 12, 2025
- **Further Business:** None
- **Closing:** There being no further business to come before the membership, closing Prayer was given by Heberly. The POW/MIA chair cover was recovered by Everman. Meeting adjourned by Sipes for refreshments approximately 8:00 PM.

Prepared by:



Adjutant Carey