



**AMERICAN LEGION
Post 176 Springfield
EXCOM Meeting Agenda
Tuesday, August 15, 2023**



1. Call to Order, Salute, Prayer, Pledge of Allegiance
2. Roll Call: Adjutant
3. Presentations:
 - a. Home Helper's Home Care of Springfield - Habib Nawabi & Wida Ahmadi (10 min max)
 - b. Eagle Scout Presentation Proposal – Scout Seth Boyd
4. Commander's Comments
5. Reports
 - a. Non-Voting Invited Attendees:
General Manager
Auxiliary
Sons of the American Legion
American Legion Riders
Theron Patrick – Blood Drive

Non-Voting Members may remain at the EXCOM Meeting as observers only after providing their reports, or they may leave.

- b. Voting Members:
6. Adjourn

Voting Legionnaire Name and Title	
Kevin Gaddis, Commander	<ol style="list-style-type: none">1. Home Helpers Home Care – presented information on what they do, helps veterans in need with care<ol style="list-style-type: none">a. Registered nurses, work with case workers to help find funding. Provide in home companion care, light housekeeper, help around the house, programs established, application process, immediate care, will help find them care, VA Dr. will refer to Home Helpers Home Care, VA covers, receive funding from Medicare, Medicaid, private insurance. Would work with resources to help homeless veterans2. Eagle Scout Seth Boyd – presented his project (motion under 2nd Vice report)3. National Convention, in Charolette this month - Commander, Mona, Dennis, Chaplain, Marty are attending<ol style="list-style-type: none">a. Went to Legion College event, learned a lot,b. Mona going to National College in November. Strict 6 phase process and Department endorsement to be considered, only 2 per state are accepted, Mona is the 1st from our Post attending.c. Dennis installed as the Department Chaplain

	<p>d. Marty installed as Vice Commander of 17th District</p> <p>4. Next Sunday at 1300 District meeting in Falls Church</p> <p>5. At the State level both the states of Washington and Colorado lost their charters - finances is usually where the problem is. Roy is doing an excellent job as the Finance Officer (FO) tightening up the management control for the post</p> <p>6. Email sent, Sept 11th falls on a Monday, 2 options for a ceremony - Monday at 1800 or Sunday at 1100. After discussion decision to have the 911 Ceremony on Monday Sept 11th at 1900</p>
Dennis Madtes, 1st Vice Commander	<p>VA&R, Membership</p> <p>No report</p> <p>Commander – we are fortunate to have membership committee we have, in July renewed over 800 members, in one month our team has renewed as many members as some of the other posts have for total members, have carried a number of 1st Vice's. 800 more renews to go before 12/1</p>
Randy Wheeler, 2nd Vice Commander	<p>Eagle Scout Presentation Proposal – Scout Seth Boyd</p> <p>Trip 1518, Lake Braddock - 5 steps to make the parking lot presentable</p> <p>Motion: To bring to the GMM the request to Fund Eagle Scout Parking Lot improvements project up to \$500 from the operating fund - Jay, 2nd numerous</p> <p>Motion passed</p> <ol style="list-style-type: none"> 1. Thanked the EXCOM for hosting Seth Boyd, will make sure dressed and polished for GMM 2. Have pictures of the 3 teams to post somewhere, will give to Charlie 3. Can sponsor a breakfast to recruit more team members 4. American Legion World Series starts tonight 5. Requested banquet hall for March 9th 0700-1500 and April 6 for 0700-1400 for District Pinewood Derby. As gets closer may want to sponsor trophies 6. Elementary schools coloring contest - Royes is working on youth outreach. Sponsor coloring contest. American Legion has coloring books online or can be bought. Planning for some time in the fall, legion family event, family month is November

Jay Byrun, 3rd Vice Commander	<p>Americanism / Calendar</p> <ol style="list-style-type: none"> 1. Drew Hernandez from the Friendly Fire Comedy Tour, contacted Karla, would like to sponsor this event, 11/18 wants to bring show here, ticket sales are all his, food, etc will be ours. Will bring younger crowd to Post. Talked to Charlie, can have kitchen open, have a bartender, will not charge for hall rental. <ol style="list-style-type: none"> a. Martie - organization do a lot for veterans, we are going to give one veterans for him to collect all the money for himself, what is he giving back, he's keeping 100% of the profits, we may not make as much money as we think, we are bringing in staff, etc. Are we setting a precedence? Agree if he's willing to spit some of the profits. b. Chaplain - agree to research, would like to see event c. Roy - put the questions in email to reach out to Karla, charge him for setup and cleanup d. Mona - negotiate with him e. Send questions to Jay and he'll speak with Karla f. Commander - we have these discussions, keep the emotions out of it, we ask questions, an do not say no because we are frustrated 2. Monday Drum and Fife want to do presentation, with folks from Sweden - expect 30 people from their people. We're selling hamburgers and hot dogs. Event start at 1700, 1800 will eat, Swiss bakery will provide sweets 3. 9/24 Purple Heart and Rudiments Recovery organization want to come out to do a fund raiser, 2 small kegs form local brewery, will sell food. Charge for vendors to sell their stuff. We will discuss splitting profit. 4. Veterans Day dinner, for veteran owned business, we spent money however there wasn't a benefit to the veteran. Not going to do again this year. 5. CPR AED training, reached out to some folks, may be able fund training through charitable gaming. All employees receive training, open it up if we have the money. \$5500 for 2 machines.
Denise White, Post Adjutant	<p>EXCOM Minutes</p> <p>No report</p>

<p>Roy Burton, Finance Officer</p>	<p>Income / Expense Trends</p> <ol style="list-style-type: none"> 1. Reviewing Roles and Responsibilities of Finance 2. Support: building a team New: Krystle Brantley – 4 hours / week - very knowledgeable and experienced in quick books. Comfortable with team and Krystle will be a great addition to team 3. Reviewing Internal Controls – On-going 4. 2024 Budget Development Timeline <ol style="list-style-type: none"> a. Present template to EXCOM on 15 August - Provided 9 August b. Request feedback and input NLT 1 October - <ol style="list-style-type: none"> 1) Received: Dennis - thanks c. EXCOM discussion at 17 October meeting d. EXCOM approval at 21 November meeting e. General Membership approval on 5 December 5. Renew business line of credit for \$150,000 <ol style="list-style-type: none"> a. Current ELOC matures on 09/14/2023. Paid off on 9 August 2023. <p>Motion: to renew the ELOC for \$150,000 with a fee \$750 with Roy as the POC. Funds will come out of the operating funds. Jay, 2nd by Mark</p> <p>Motion carries</p> <ol style="list-style-type: none"> b. Provided Dentz Fund balance - need to make a withdrawal to reimburse the operating funds that was used instead of the Dentz Fund. c. Must submit below financials by 22 August: <ol style="list-style-type: none"> 1) 2021 and 2022 completed Business Tax Returns (Form 990) – All pages and schedules 2) Current YTD Profit and Loss Statements 3) Current YTD Balance Sheet 4) Business Debt Schedule, if any 5) Board Minutes approving renewal; and 6) Copy my ID (Roy Burton)
<p>Martie Soper, Judge Advocate</p>	<ol style="list-style-type: none"> 1. Finishing comments on the bylaws and will post <ol style="list-style-type: none"> a. Will send to EXCOM to review first, do a quick turn to the JA b. Commander - not clear in the bylaws how the \$400 the commander can use, etc. needs to be clearly defined. 2. Will be in Post 1st 2 weeks in Sept to work on SOPs 3. Mona asked if do after action reports for events, Jay does for each event 4. JA goal to have SOPs, have Commander Handbook, Finance Officer Handbook, Events, House rules, etc.

Linwood Jones, SAL Commander	<p>Upcoming SAL events:</p> <ol style="list-style-type: none"> 1. Working on pig roast, selling ticket at door, no presale <ol style="list-style-type: none"> a. Auxiliary will be doing desert, b. Will also have chicken 2. Still working with Korean veterans to get the Korean medals, applications starting to come in. Will bring the application to the embassy. Working on a celebration in honor of those members
Tom Boltik, ALR Director	<p>Upcoming Riders Events</p> <ol style="list-style-type: none"> 1. Planning tailgates, plan to raising the standard 2. Represented at Clifton breakfast 3. National legacy run at end of month, 2 riders scheduled
Kim Palmer, Auxiliary President	<p>Auxiliary Updates/Events</p> <ol style="list-style-type: none"> 1. Appreciate all the support 2. 1st GM meeting is Sept 5th 3. Recruiting new members, 1st officer is attending convention in Charlotte 4. Sept 10th is the 1st tailgate 5. Assisting Sons with pig roast 6. Roy sent an email regarding the Dentz Fund, <ol style="list-style-type: none"> a. Kim will reach out to the Auxiliary FO. b. Roy wants to be sure it's being monitored and they have access. c. Krystal confirmed all old members have been removed
Theron Patrick	Blood Drive

7. Unfinished Business

8. New Business

9. Closing Prayer, Salute, Adjournment