

Board of Directors Meeting Minutes

1600 Thursday 26 Sept 2019

Chairman Chuck Aubrey opened meeting at 1600, led the Pledge of Allegiance and ordered roll call.

Roll Call: Adjutant Tom Breen, **Cmdr. Jason Turner**, **1st Vice Cmdr. John Barkley**, **2nd Vice Cmdr Sean Russell**, **Finance Officer Chuck Aubrey**, Sgt. at Arms and **SAL Cmdr. Earl Lash**, Board member Tom Dryer, Board member Dick Higgs, **Club Manager Heather Hahn**, **Chaplain and Service Officer Larry Girard**, Service Officer Steve Hamilton, **Member Jim Montgomery**, **Member Jed Fall**, **Member Jim Addressi**, **Ordnance Officer Mike Andruch**, Auxiliary Sgt at Arms Linda Teeter,
Quorum (of at least 7 legion members) **present**, two (2) members Excused (Attachment I-Sign In Sheet).

26Sept2019 Agenda distributed (Attachment II)

29Aug 2019 BOD Meeting Minutes were reviewed and approved as written.

Finance Officer Report was approved as published, noting that total funds available \$81,142 (Attachment III). It was also noted that financial performance performance for Aug 2019 was \$13,025 profit, \$8855 higher than Aug 2018 and explained by higher bar sales and lower building and equipment repair costs (Attachment IV). An updated financial reporting template (Attachment V) was distributed but not reviewed. Chairman Chuck Aubrey will start using new template for future meetings and requested additional 2019 budget/target information be added to "Purpose" and "Target Balance" columns as required ongoing.

Club Manager report. Club Manager Heather Hahn discussed:

- Chamber of Commerce Youth Development Committee (YDC) 19 Sept. event generated a \$500 "free drink" bar loss.
- The "compressor starter" failed on the 3 door cooler causing elevated temperatures and food spoilage.
- Donations received from request letter as of 24Sept were approximately \$3,525.
- Heather was congratulated on "clean, error free" Aug 2019 accounting summary.

-Old Business

- Floor replacement in club area. Not discussed. (Cost estimated at approx \$15,000 for whole vinyl/carpet area vs approx \$5,000 for vinyl only).
- Brick roll-back pricing to \$35 effective last month and authorization for Jim to "run the business" in the future, not discussed further.

New Business

- Kitchen 3 door refrig. It was recommended that a request for new 3-door refrigerator (approx) \$4000 funding be presented to the next membership meeting for approval. Sean noted that additional efficiency related electrical energy savings could lower operating costs.
- Snowplowing competitive pricing quotes noted to be lower for deBest and recommendation to source deBest approved for presenting at the next membership meeting.
- Relocating smoking area away from front door discussed. South Haven regulation for locating smoking area more than 25ft away from entrance mentioned as best practice.
- Request to authorize building furnace checks prior to winter start-up approved at a cost of approx \$200.

For the Good of the American Legion

- Garage sale announced for this Friday and Saturday.
- Larry announced a new insurance plan is now available for Michigan veterans through Humana called HumanaChoice. Plan requires copay of up to \$5,500 and covers dental, vision, hearing, foot care, chiropractic,

fitness program, remote consultations and pharmacy copay. Get back with Larry if interested so that he can invite Humana expert to discuss further.

-Jim M. asked that we make sure Club Operations governance covered by new Bylaws. It was noted that management will be performed by Club Facilities and Operations Committee per Article VI Section 17.

Next Meeting 24Oct 2019 @1600

Suggestion Box

No items noted.

Meeting Close

Motion made, seconded and approved to close meeting at 1700.

Respectfully submitted by John Barkley for:

Tom Breen, Adjutant

American Legion Post 49