



John E. Jacobs American Legion Post 68, Leland, NC
Officers Meeting AGENDA
April 9th, 2020
Virtual on-line meeting using Zoom

Call to Order: at 1300, Commander

Officers/Chairs Present:

Dale Todd, Commander ___
Dan Dodge, Adjutant ___
Elliott Koppel, Financial Officer ___
Lane Adrian, Service Officer ___
John Marone, Logistics Officer ___
Dan Fortini, Membership ___

Jim Zelenski, 1st Vice Commander ___

Brian Danielson, Chaplain ___
Richard Fry, Public Affairs ___
Bill Smith, Sergeant at Arms ___

EXECUTIVE COMMITTEE
Lou Tranzillo ___
John Hacker ___
Mike Conners ___

OLD BUSINESS:

1. **Election Committee for 2020:** Dodge – Full slate.

April: Ballet to be frozen. Last chance to get on the ballet

- You will have seen an email to all members with a message from me about our election actions in April. That message provided a view of the current slate of officers for our election in May, as compiled by the Election Committee, and asked any members who wanted to run from one of the offices, or who wanted to nominate another member for one of the offices, to contact the Election Committee.
- Dan will send out a similar message next week and one more “last call” version on April 13th
- We will have provided 3 official opportunities for members to step up to run for office and/or nominate another member to run. This is in addition to word about the election put out at the January and February meetings.
- We’ll go over the process in more detail at the PEC meeting but if the Election Committee receives and inputs on members wanting to run, they will contact those members to confirm their eligibility and desire to run. They will also provide a copy of the position description from the By-Laws and discuss the position with the individual.
- The deadline for submission of any additional nominations will be 9:00pm on April 16 EDT (the time that our Post meeting would have ended).
- On Friday, April 17, the Election Committee will inform us of the final slate for the election ballot.
- PEC VOTE on Smith to be on ballot for Sergeant at Arms position. Contingency vote in case no other candidate comes forward for that role.

May:

- We’re expecting guidance from the Department in the near future on how Post elections are to be handled. We’ll proceed accordingly as soon as we have that guidance.
- Prior to the Post election, for all non-contested positions (i.e., those positions with only one person running for that position) we’ll start scheduling transition meetings between the incumbent and incoming member. We’ll talk about this at the PEC meeting but the goal to ensure as smooth a transition as possible.

June: Installation of new officers (TBD based on guidance from NC Dept)

July: New leadership team takes over

2. Boys and Girls state status:

- Both activities are still scheduled (Girls State June 14-20; Boys State June 21-27). We're awaiting confirmation on whether or not they will be held.
- The deadline for submitting the packages and payments for the selected delegates for both programs is May 1.
- We have application packages for 4 Girls State candidates (1 JROTC and 3 others).
- We have 1 application for Boys State (JROTC candidate).
- We're holding off on doing the interviews and selection until we get a better sense of what's happening.
- IF it looks like either, or both, programs are going to happen then we'll first confirm that each of the applicants is still willing to attend (and that their parents are willing for them to attend) and then figure out how, where & when we're going to conduct the interviews.

3. JROTC Awards Ceremony:

- The JROTC Change of Command ceremony which was scheduled for April 6 - cancelled.
- Col Baker's plan, assuming classes resume this year, is to do individual presentations to the Cadets in their classes.
- If the classes do not resume, we'll work with Col Baker to get the awards to the Cadets who are to receive them.

4. DISTRICT MEETING scheduled for May 2nd

- The Department has provided guidance for the District meetings. They will be held using a virtual tool to be provided by the Department.
- At our PEC meeting we'll elect delegates for the District meeting. I'll explain why we're doing that at our meeting.

5. DEPARTMENT CONVENTION June 11-13

- The convention is currently still scheduled to be held in Raleigh as usual.
- We should expect to get more guidance from the Department, including the potential use of a virtual tool, prior to the convention.
- We'll elect our delegates for the Department Convention at our upcoming PEC meeting so that Dan can submit the delegate paperwork and payment.
- We'll proceed in accordance with the Department guidance once we receive it.

6. MEMORIAL DAY EVENTS

- IF the current Stay at Home order is lifted on April 30 as currently scheduled, then we'll assess the feasibility of holding those events and make a decision accordingly.
- IF the Stay at Home order is still in effect then we're going to have to cancel and then communicate accordingly. We discuss holding the events at a later date.

7. BUDDY CHECKS

- a. Many of you have participated in the Buddy Check process over the past few weeks.
- b. We'll get an update from each of you at our PEC meeting and discuss plans for future Buddy Checks.

c. Feedback? *Dan Fortini*

NEW BUSINESS:

1. Transition Plan for new incoming officers & Commander. Meetings to begin after April 17th for uncontested positions on the ballot.

MEETING	PURPOSE	DATE	PARTICIPANTS
TO1	Events Calendar with incoming CDR	3/30/2020	Dale, Dan D, John H, Dan F, Jim Z
TO2	Finance turnover	Dale	Elliott, Jim Z, Dan D, John H, Dale
TO3	Membership turnover	Dan	Dan D, Dan F, Jim Z, Herb
TO4	Chaplain turnover	Dale	Brian, Lou
TO5	ByLaws review		Entire PEC / Alan Simmons
TO6	Commander turnover-ByLaws, District/Dept meetings, etc	Dale	Dale, John H
TO7	2nd Vice turnover-Responsibilities from officers guide and bylaws		Dan F, John Cook, John H, Dan D
TO8	Historian turnover	Dan	Dan D, Brian
TO9	Judge Advocate expectations	TBD	Dale, John H, Dan D, Alan S.
TO10	Budget review for remainder of year		Jim Z, John H, Dan, etc.

2. Scheduling of financial review to new finance officer & changes to BBT account
3. Budget reconciliation? When to schedule

STANDARD ITEMS / OFFICERS REPORTS:

A) Finance Report

- Taxes for 2019 (May 15th) - Elliott
- Budget review for 2020 – To be planned by Dale
- New liability insurance policy with Josh London – State Farm
-

BANK		
<u>BEGINNING BALANCE</u>		\$ 6,136.48
INCOME		\$ 583.00
DISBURSEMENTS		\$ 1,694.52
ENDING BALANCE		\$ 8,414.00
CASH BOX 1		\$ 90.00
CASH BOX 2		\$ 50.00
GRAND TOTAL		\$ 8,554.00

<u>BALANCES PER ACCOUNT FOR MONTH</u>		
General Fund		\$ (993.02)
50/50		\$ 38.00
Poppy Fund		\$ -
Donation		\$ -
Dues		\$ 182.50
Clothing		\$ 105.00

<u>BALANCES PER ACCOUNT</u>		
General Fund		\$ 3,367.00
50/50		\$ 356.00
Poppy Fund		\$ 651.10
Donation		\$ 1,668.00
Dues		\$ 1,935.50
Clothing		\$ 436.50

MONTH: March 2020													
	General Fund		50/50		POPPY FUND		DUES		DONATION		CLOTHING / LOGO ITEMS		
DATE	INCOME	DISBURSMENT	INCOME	DISBURSMENT	INCOME	DISBURSMENT	INCOME	DISBURSMENT	INCOME	DISBURSMENT	INCOME	DISBURSMENT	
3		\$ 94.99											
6	\$ 137.50		\$ 38.00				\$ 157.50						
10												\$ 356.50	
12		\$ 343.53											
13							\$ 80.00				\$ 170.00		
23		\$ 65.00											
24		\$ 475.00						\$ 55.00					
25		\$ 152.00										\$ 152.50	
TOTALS	\$ 137.50	\$ 1,130.52	\$ 38.00	\$ -	\$ -	\$ -	\$ 237.50	\$ 55.00	\$ -	\$ -	\$ 170.00	\$ 509.00	
TOTAL FOR MONTH			INCOME	DISBURSMENT									
			\$ 583.00	\$ 1,694.52									

B) Membership Report - As of 23 March 2020:

- New transfers
 - o 43 Transfers from 1981 on 3 March. Only 1 complaint so far (Wilson)
- New members
 - o Potential: Rick Struck

POST 68 MEMBERSHIP STATS		AS OF: 3/23/2020	
Number of active numbers:	186	NC Department goal:	106
Number with PAID dues	167	Post 68 goal:	115
Number with UNPAID dues	12		
Number of PUFL members	6	Dept goal OBTAINED:	164%
Number of LIFE members	1	Post goal OBTAINED:	151%
Total PAID members	174	Assigned Percent Paid:	94%
Members NOT renewing	4		

Per the "Official" Department Roster: 4/6/20

2020 Dues Paid	172
2019 Dues Unpaid	12
2018 Dues Unpaid	17

Total Strength	202

C) Service Officer

- Frankie Hopper rent situation
- VA Claim, Mr. Johnson?

D) Adjutant items.

- April Admin items:
 - o Post data form due 15th
 - o Start Consolidated Post Report

Proposed - DISTRICT DELEGATES (X regular and Y alternates):

Post 68 should be allowed 5

X Dale Todd – Current Commander

X Dan Dodge – Adjutant

X John Hacker – Incoming Commander

X Jim Zelenski – Current First Vice Cdr

X Dan Fortini – Incoming First Vice Cdr

Y Lane Adrian – Post Service Officer

Proposed - DEPARTMENT DELEGATES (X regular and Y alternates)::

Post 68 should be allowed 5

X Dale Todd – Current Commander (Dept Committee Member)

X John Hacker – Commander Elect

X Dan Dodge – Adjutant (Dept Committee Member)

X Lane Adrian – Legion Riders

X Dan Fortini – First Vice Commander Elect

Y Jim Zelenski – First Vice Commander

E) Logistics

F) Chaplain

G) Public Affairs

- a. Check out legion.org/talma American Legion Media Alliance

H) Web Site:

- Consider additional DETAILS in Youth section IE: Boys/Girls state, JROTC awards
- Picture of presentation to rifle team
- New page for local veteran friendly businesses

EVENTS: (status with any actions or issues here)

- TO#1: Events Calendar meeting 3/30/20
 - o Reviewed calendar of events and admin calendar
 - o Planning needs to be done once we can start having events again
 - o Flag retirement moved to Fall timeframe
 - o Nominating single person to coordinate ALL Veterans Day activities for Post

- Completed events: **MARCH**
 - None
- Upcoming events: (*NOTE: Determine beneficiary for each fund raiser event!*)
 - NBHS Awards ceremony – April 6th CANCELLED
 - VEAC – Was rescheduled to July 9,10,11. STATUS?
 - BF Regatta – Info tent April 24th: POSTPONED OCT 31st
 - Girls State for 2020: June 14 – 20 \$400 each
 - Boy state for 2020: Jun 21-27 \$400/each
 - Division II meeting May 2nd along with District meeting - VIRTUAL
 - Poppy Day May 22nd. Richard Fry TBD
 - Cemetery flag placement May 25th (John Cook?) & Marone, Zelenski - TBD
 - Dept annual convention, Raleigh: June 11 – 14
 - Flag Collection: 6/12 or 6/14? Commons, BF 8-4, BBQ Fortini/Zelenski
 - Membership meeting and Installation of Officers June 18th
 - July 4th parade. None this year per Bob Penwell. Other participation TBD
 - Post 68 “101” July/August timeframe

Commander status – Dale:

OTHER ITEMS:

- New hats for new members 43 +

Officers expected to be absent:

Officers Meeting:

Membership Meeting: N/A

Next Officers Meeting – Thursday, May 14th, 2020, 1pm at Shelmore Facility (????)

Next Post Meeting – May 21st, 2020 (?????)

Meeting Adjourned at _____.

As of 3/3/20

Post 68 Officer Elections - 2020

Position	Incumbent	Candidate	Candidate	REMARKS
Commander	Dale Todd	! John Hacker		Elected Position
1st Vice Commander	Jim Zelenski	! Dan Fortini		Elected Position
2nd Vice Commander		!John Cook		Elected Position
Finance Officer	Elliott Koppel	!Jim Zelenski		Elected Position
Post Historian		!Brian Danielson		Elected Position
Post Chaplain	Brian Danielson	!Lou Tranzillo		Elected Position
Sergeant At Arms	Bill Smith	!*Bill Smith		Elected Position
Member at Large	Lou Tranzillo	!Elliott Koppel		Elected Position
Member at Large	Mike Conners	!Mike Conners		Elected Position
Member at Large	John Hacker	! Dale Todd		Elected Position

Position	Incumbent	Interested	Interested	REMARKS
Adjutant	Dan Dodge	! Dan Dodge		Appointed Position
Service Officer	Lane Adrian	!Lane Adrian		Appointed Position
Judge Advocate		!Alan Simmons		Appointed Position
Logistics Officer	John Marone	!John Marone		Appointed Position
Public Relations	Richard Fry	!Richard Fry		Appointed Position
Membership	Dan Fortini	!Herb More		Appointed Position

Blue: Elected

Green: Appointed

"*" = Will need exemption

"!" Verified