



**American Legion Post 326  
P.O. Box 314  
Manchaca, Texas 78652-0314  
512-656-7410**

**Date:** August 2018

**Subject:** Minutes of General Membership Meeting, 1 August 2018

### **Opening Ceremonies**

Commander, Co-Chair of the Golf Tournament Committee and Acting Chaplin Phillip “Phil” Johnston presented the invocation, and led the membership with the Pledge of Allegiance and recitation of the Preamble to the American Legion Constitution. He then confirmed with the Sergeant –at-Arms that we had a quorum.

He called the meeting to order at 1904 hours.

### **Introduction of Guests & Recognitions**

Commander introduced our honored guests 3<sup>rd</sup> Division Commander Ted Weeks, and our guest speaker Air Force Veteran Allison K. Poteet. He then introduced Brian Griffiths, a recipient of one of our Veterans Scholarships. Mr. Griffiths gave a short talk and thanked the post membership for their generosity.

### **Executive Committee Status Reports**

Commander Johnston spoke about the agenda of the evening and told the members about various documents on each of the tables. He told them about a resolution they would need to pass, and a draft budget for the upcoming year.

Adjutant Floyd Clark announced the minutes of past meeting had been coordination and corrections made. The Adjutant the made a motion to have the minutes posted on our Web Page. The motion was seconded and passed.

Commander Johnston talked about the financial results of the Golf Tournament, and about our accounts at the Velocity Credit Union. He noted the necessity of changing the our signatories to the Accounts. He then made a motion to approve the resolution that the members had on their tables. His motion was seconded and it passed. He then thanked the membership for their support of the Golf Tournament. He said their volunteer efforts made it a possibility.

Membership Committee Chairman, Historian, and Webmaster Robert J. “Bob” Pillmore reported on a membership drive’

Commander Johnston discussed the differing dates such as our fiscal year, membership renewal dates. He gave the indication that there were various scheduling dates that could be confusing.

High School College Scholarship Committee Chair and Boys and Girls State Committee Chair, Dr. Ronald D. "Ron" Stried reported that this semester we have nine scholarship students. Seven have started to receive their funding he has two more to go.

Commander Johnston stated that we have a successful "tracking system" set up to follow the student scholarship accounting.

Veterans Scholarship Committee Chair and Charitable Contributions Chair William O. "Bill" Welch talked about taking over the position. Since we began awarding college scholarships to honorably discharged veterans attending UT, TSU or Huston-Tillotson we have awarded \$65,000 to 33 veterans. In 2018 we selected nine veterans to be awarded scholarships for the coming school year.

Commander Johnston talked about the differences between the two scholarship programs and thanked the Golf Tournament for being responsible for the proceeds.

### **Nominations for Executive Committee for Next Fiscal Year**

Commander announced the names of Post members who have been nominated to serve on the Executive Committee this coming year: They are:

Commander: Michael R. "Mike" Jackson  
1<sup>st</sup> Vice Commander: TBD  
2<sup>nd</sup> Vice Commander: TBD  
Adjutant: Kenneth E. "Ken" Roe  
Finance Officer: Thomas L. "Tom" Harder  
Finance & Budget Committee Chair  
Investment Committee Chair  
Sergeant-at-Arms: Thomas L. "Larry" Hohl  
Chaplain: Emmett L. Thomason  
Historian: Robert J. "Bob" Pillmore  
Membership Committee Chair  
Webmaster  
At-Large Officer: William O. "Bill" Welch  
Veterans' Scholarships Committee Chair  
Charitable Donations Committee Chair  
At-Large Officer: Stanley S. "Stan" Lipinski  
At-Large Officer: Charles R. "Bob" Caudill  
At-Large Officer: TBA  
At-Large Officer: Dr. Ronald D. "Ron" Stried  
High School Scholarships Committee Chair  
Boys/Girls State Committee Chair  
High School Oratorical Committee Chair: TBD  
Golf Tournament Committee Chairman: Dr. Ronald D. "Ron" Stried

Adjutant Floyd Clark announced that the American Legion National Executive Committee requires the Post Adjutant to Certify the Eligibility of the post's officers. He said he had examined the service records of the Legionnaires on the slate, and they are all eligible to be American Legion members, and

he will certify as such. He then made a motion that the nominations be closed. Commander Johnston seconded the motion, and the motion passed.

Commander made a motion that the membership approve the nomination by voice and the motion passed. All of the nominees were elected by voice vote.

Commander Johnston asked the American Legion Department's former 10<sup>th</sup> Division Commander Ted Weeks to conduct the installation ceremony for the newly elected Post Officers. They were installed. The new post officers will assume their offices in in September.

Commander Johnston recessed the meeting for dinner at 1930 hours and reconvened the meeting at 2000 hours.

### **Guest Speaker**

Air Force Veteran Allison K. Poteet was our guest speaker. She is in the final weeks of her Master's Degree in Social Work at Texas State University in San Marcos, Texas. She has been involved as an intern with the Hays County Veterans Service Office and the Hays County Veterans Treatment Court. The Veterans Treatment Court is a specialized treatment court designed to address the unique needs of Honorably Discharged Veterans and currently servicing active duty service members of the U. S. Military. It is a joint program of the Hays County judicial system and the Veterans Administration to help troubled veterans.

Following his talk, Commander Johnston presented her with a Post 326 pen in a handmade case. The pens and cases are made by Robert J. "Bob" Pillmore.

### **Announcements**

Commander Johnston made a series of announcements:

We need to start planning for Veterans Day activities.

We need a band for our December meeting, and he is interested in "The Fabs."

Golf Tournament plans are already be underway.

Some of our members, who are in long-term care, need to be contacted.

Our Change of Command and Executive Committee will be in September.

Sergeant-at-Arms Michael R. "Mike" Jackson conducted the raffle.

Commandeer Johnston presented the closing prayer, and adjourned the meeting at 2030 hours.

Respectfully submitted:

Floyd Clark, Adjutant

Attachments:

1. Commander's Agenda
2. Resolution Regarding Signatories on Velocity Credit Union Accounts
3. Financial arrangement with Onion Creek Club

Attached to the Minutes of the Membership Meeting, 1 August 2018

**American Legion Post 326  
General Meeting - 01 Aug 2018 - Summary Level Agenda**

**1900** Invocation (uncover), Pledge of Allegiance, Preamble to our Constitution

Meeting is called to order; Confirmation that we have a quorum

Introduction of guests & new members (by table)

Minutes from most recent Executive Committee meeting Floyd Clark, Adjutant

**Executive Committee Reports - please refer to the August Newsletter at each table**

1 <sup>st</sup> Vice Commander	Ken Roe
2 <sup>nd</sup> Vice Commander	Position is open
Finance Officer	Tom Harder ( <b>Resolution for new signatories</b> )
Golf Tournament Co-Chairmen	Phil Johnston & Ken Roe; Nominee is Ron Streid
Membership Chairman; Historian	Bob Pillmore
Adjutant	Floyd Clark
H/S Scholarships; Boys/Girls State	Dr. Ron Stried
Vets Scholarship; Charitable Contributions	Bill Welch has agreed to be nominated to take over from Clyde
Sergeant at Arms	Larry Hohl
Chaplain	Emmett Thomason (nominee) Position is currently open
Oratorical	Position is open

**1930 - Introduction of Next Year's Nominees**

**1935 - Election of Next Year's Officers**

**1937 - Installation of Next Year's Officers**

**1950 - Take a break and finish dinner**

**2020 - Reconvene the meeting**

**Guest Speaker - Allison K. Poteet**

Allison is an Air Force veteran and the daughter of a Vietnam veteran.

**Announcements & Upcoming Events**

- Membership drive is needed to attain 172 members of the Post
- Start of advanced fundraising requests for 31<sup>st</sup> Annual Golf Tournament donations
- Development of next fiscal year's budget, internal financial audit, review and approve budget
- Veterans Day preparations
- Contributions to various veterans related activities to be initiated per approved budget
- Approaching The FABS for entertainment at the December General Meeting and dinner.

**Raffle** Floyd Clark, with assistance

**Closing Prayer (uncover)**

**Final Comments & Adjourn the Meeting at approximately 2050**



**American Legion Onion Creek Post 326**  
**P. O. Box 314**  
**Manchaca, Texas, 78652**

**Subject:** Resolution with Regard to Signatories on Velocity Credit Union Accounts

**Date:** 01 August 2018

American Legion Post 326 has several checking and savings accounts with Velocity Credit Union. Presently there are three signatories for transactions on these accounts;

- Commander Phil Johnston
- Finance Officer Tom Harder
- Former Commander, Former Veterans Scholarship Chair Clyde Walls.

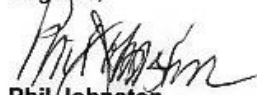
The purpose of this communication is to resolve that Post 326 remove the three current signatories on the Velocity Credit Union accounts and replace them with the following members of the Post Executive Committee to begin their responsibilities on 01 September 2018. Be it resolved that the three new signatories on transactions using the Velocity Credit Union accounts effective on 01 September 2018 are:

- Commander Mike Jackson
- Finance Officer Tom Harder
- Former Commander, Veterans Scholarship Chair Bill Welch

This resolution was proposed during the General Meeting on 01 August 2018 and it was moved and seconded, and approved by the members present. These signatories shall handle the financial transactions in accordance with Post 326 Constitution and By Laws, and within Velocity Credit Union requirements.

The effective date for the new signatories is 31 August 2018 and it will be the responsibility of the current Commander Phil Johnston and the Finance Officer Tom Harder to complete the paperwork with Velocity Credit Union and to coordinate with the new Commander Mike Jackson.

Regards,

  
**Phil Johnston**  
Commander  
American Legion Post 326

  
**Floyd Clark**  
Adjutant  
American Legion Post 326

Attached to the minutes of the Membership Meeting, 1 August 2018

[Phil Johnston <pjcougar@twc.com>](mailto:pjcougar@twc.com)

To [Tom Harder](#) [Larry Hohl](#) [Mike](#) & [Tammy Jackson](#)

CC [Ken Roe](#) [Bob Pillmore](#) [Bob Caudill](#) [Bill Welch](#) [Bob Jordan](#) and 5 more...

Jul 27 at 4:49 PM

Gentlemen,

I met with Alyssa Bahr this afternoon to discuss the June dinner invoice, the process we can use to ensure that issues do not arise, and a couple of administrative topics.

### **June General Meeting Invoice**

Tom Harder has indicated that he made a payment today (this morning) for 32 dinners for the June meeting at \$22 per meal = \$704 total. Next month's invoice from the OCC will be modified to provide a credit to the American Legion Post 326 account to correct the billing issues regarding the June invoice. There were six (6) of the 38 people who paid for their dinners using their OCC membership account. Alyssa was not aware of how many people actually showed up, nor was she informed of the number of people (and their names) of the people who used their OCC account to pay for the dinners.

- |                          |            |  |
|--------------------------|------------|--|
| • June bill from the OCC | \$1,029.60 | This includes 39 meals, and a 20% service charge |
| • Payment made           | \$ 704.00  | This pays for 32 meals                           |
| • Credit to be made      | \$ 325.60  | This credit will be on the next invoice          |

### **Process Discussion**

To ensure that the Events Director (Alyssa) is aware of the correct number of people who showed up, and the number of dinners that should be charged to OCC member's OCC accounts, the Post needs to photocopy the sign in sheets and add a note to inform Alyssa and put it on her desk at the end of the evening of the General Meeting.

- Number of people who actually showed up
  - Number of people who are paying for their dinner(s) by using their OCC membership number.
  - Any comments or feedback
- A cleaned up single spreadsheet is very helpful if they can get one emailed to Alyssa by Friday after the event.
- So, photocopy of sign-up sheets on the Wednesday after the dinner
  - By Friday a single page summary sent via email to Alyssa.

### **Please refer to the attached fiscal year 2018 – 2019 Menu.**

The "agreed to menu" options will be billed at \$22.00 per meal for each General Meeting dinner, except for the December meeting. This \$22.00 is an all-inclusive cost.

The December dinner is also an all-inclusive cost of \$34.00 per meal.

### **Final Topic**

Larry Hohl was asked by a "soon to be a member of the Post" if they could order a different dinner for our upcoming Wednesday night General Meeting. Alyssa indicated that since the Legends Grill will be

open, then a similarly priced meal could be requested from the Legends Grill menu as long as there is a specific request provided to her on the Tuesday before the meeting, **or sooner.**

- So, Larry can contact the individual who asked the question, and he needs to decide what he wants for dinner.
- The price will still be all up at \$22.00
- This is the first time this has come up, except for people with specific allergies.

Communication with the Events Director prior to and after the events is necessary to ensure that the preparation, service, and invoicing is done in accordance with our expectations and the club's commitments. So, let's keep in touch with them, and communicate, providing feedback, praise and other matters as needed.

There you go, I hope that clarifies everything. Any follow up actions lie with the Finance Officer, the Sergeant-At-Arms, and the new Commander, along with the committee member selected to be the primary point of contact with the Onion Creek Club.

**Phil Johnston**

Commander

American Legion Post 326

Phone: (512) 596-7777