

**Executive Committee Meeting on 18 August 2021 at 1630 hour  
Meeting by Video Conferencing**

**Attendance**

Bob Pillmore	√	<u>Stan Lipinski</u>	√	<u>Tom Harder</u>	√
Bill Welch	A	Mike Jackson	√	Bob Caudill	√
Larry Hohl	A	Bill Baran	√	Bob Jordon	A
Jay Jernigan	G	Emmett Thomason	√	Jerry Patterson	A

**A = Absent      N = Unable to attend      √ = Present      G = Guest**

The online meeting was called to order at 4:37PM by Commander Stan Lipinski. The meeting was recorded for the purpose of creating minutes. The meeting agenda is attached

• **Status of Constitution and By-Laws (CBL):**

Stan advised the meeting that he had received telephone notification from Jay Jernigan that our recently submitted CBL had been rejected with no specifics as to the reason for the rejection. We requested that the Department JAG attend this meeting but he did not attend. We were advised to use the Sample CBL available on the Texas Department website to develop a new CBL for the Post. Bob Pillmore has developed a new CBL for the Post's consideration incorporating sections of the Post CBL specific to this Post. All members of the EC should have received a copy prior to the meeting.

Bob Pillmore shared the CBL and reviewed it with the meeting. The following differences were pointed out:

- The new CBL adds a Judge Advocate to the list of officers
- Rules have been added regarding Social Media and Websites
- The clause from our CBL regarding controls on managing our Investments has been added to the standard.
- The clause from our By-Laws including a Second Vice Commander has been included in the new CBL.
- The clause from our By-Laws addressing signature authority on checks in excess of \$1000 have been included in the new CBL.
- The new CBL includes a description of the duties of a Judge Advocate.
- The requirement for the members to request a special meeting requires not less than 5 members whereas the prior CBL required 25% of the membership.
- The section allowing virtual meetings which we approved in our recently approved by-laws are included in the new version.
- ARTICLE IV – NOTICES is a totally new addition to the CBL. It addresses, (1) Maintaining a Current Address with the AL for the purpose of receiving NOTICES, (2) Annual Election Policy, (3) Statement of Nondiscrimination, (4) Whistleblower Protection Policy, (5) Conflict of Interest Policy, (6) Written Documentation Retention/Destruction of Confidential and Sensitive Documents Policy, (7) . IRS Authority to Request Information (Public Disclosure Policy), (8) IRS 990 Compliance Policy, and (9) Review of Form 990 by Executive Committee. Tom Harder will provide the missing text for Section 9 regarding timing for the actions required.

Bob Pillmore made a motion that the CBL as revised and presented including the additions to be made by Tom Harder regarding form 990 submissions be proved by the Executive Committee. Tom Harder

seconded the motion and the EC unanimously approved. Bob Pillmore will include the approved CBL in the minutes and distribute the approved CBL to the EC.

- **Installation of Officers**

Jay Jernigan, District X Commander, after verifying that the officers had been elected by the Post membership, performed the ceremony to install the Post Officers.

- **Officer Reports**

- Adjutant Bob Pillmore reported that 2022 membership renewals currently stand at 56. Membership cards have been sent to all renewed members except the last 2 just received.
- Tom Harder reported that the Post has reduced expenditures this year with the reduced income. He reported the following:

○ Operating Account	\$9,915.88	
○ Scholarship Account	\$3,500.00	(One payment of \$1,000 is pending)
○ Investments		
▪ CD	\$20,000	(matured – will be transferred to Savings)
▪ Savings Account	\$64,737.00	
○ Total Value	\$98,352	
○ Income	\$16,660	
○ Expenses		
▪ Charitable Donations	\$5,700	
▪ Scholarships	\$20,500	(17 Students, most Veterans)
▪ Administrative	\$3,800	(about 50% of last year)
○ Total Expenses	\$30,000	(compared to \$42,700 last year)

Tom will complete the IES 990 forms by the second week of September and will submit them by the end of September.

Bob Pillmore commented that Tom needs to get a Budget Committee together to prepare a budget for the coming year and volunteered to be a participant in the committee.

Sergeant-at-Arms, Mike Jackson reported that he had attempted to contact the Onion Creek Senior Citizens center in Buda as an alternate venue for the next General Membership Meeting. He has been unsuccessful and will try again.

Stan Lipinski reported on Fundraising activities. Vicki Johnson is doing some research on organizations that could assist with organizing a Memorial Golf Tournament. A golf committee will be formed once the current activities to revitalize the Post are in motion. He also is trying to get the status of the Craigo's Pizza fund raising but has not been able to contact the owner. Cathy Miller has also volunteered to assist with moving Operation ahead.

- **Revitalization**

Before the Post can consider deactivation of the Department requires two series of revitalization. Revitalization requires that the Post contact members of Post 345 living near the Post and ask them to transfer to the Post. Post 345 is the Texas post to which members of the American Legion not associated with a specific post are assigned. Bob has created a list from the MyLegion membership database that consists of 182 Post 345 members. Of that list all 182 have

mailing address, 60% are Vietnam ear or earlier, 64% have an email, and 61% have a listed phone number.

- **Focus of the Newsletter**

The Post needs to get a newsletter out and need to focus on communicating the status of the Post following the last membership meeting. The following should be addressed:

- The need for participation of the post membership if we are to continue as a post.
- The need to find replacements for the Adjutant, Membership Chair, Webmaster and Finance Officer in the very near future
- The requirement that we approve the new CBL after the version we approved in the last meeting were rejected
- The new CBL will also add a Judge Advocate as an additional required officer.
- The venue, time and date of a general membership meeting to address the above. The consensus would be to hold a meeting on 8 September.

- **Search Committee**

Stan Lipinski requested that Mike Jackson head a search committee to find members to fill the Adjutant, Finance Officer and Judge Advocate and he accepted the assignment.

- **General Membership Meeting Format**

Stan Lipinski commented on the last membership meeting where there was participation of all in attendance discussing the future of the Post. He stated that he would like to see more of that in future meetings where the membership participates in defining the activities of the post. He raised the possibility of holding monthly meetings with alternate meetings being business meetings and the other being dinner meetings with programs.

Mike suggested that we should consider meetings that did not require spending \$40-\$60 in order to attend to encourage participation.

There was agreement that we need to look into alternate venues for the next meeting. Stan will look into the venue of the last VFW meeting he attended.

- **Other Business**

Mike brought up Post participation in future events such as Patriot's Day, Veterans Day. He will look into details to be discussed at the membership meeting.

Stan asked the members of the EC thing about areas where we can control our expenses

- There being no further business the meeting was adjourned at 5:55PM

ONION CREEK AMERICAN LEGION POST 326  
Executive Committee Meeting August 18, 2021  
4:00 PM

AGENDA

- Status of Constitution and By-Law
- Installation of Officers
- Officer Reports
- Revitalization
- Focus of Newsletter
- Search Committee
- General Membership Meeting Format