



Hopewell Memorial Post 146, The American Legion
Consolidated Summaries of Previous Meetings

**May 19th General Membership (cancelled) and
June 2nd Executive Committee Meetings**

June 5, 2020

The regular General Membership Meeting scheduled for May 19th was cancelled in accordance with Commonwealth and City of Hopewell health restrictions.

The following is a summary of the June 2, 2020 Executive Committee Meeting. This meeting was conducted electronically (teleconference) due to restrictions placed by the Commonwealth and the City of Hopewell as a result of the Coronavirus (COVID-19) epidemic.

1. **Summary of Previous Meeting:** (Adj): Summary of the May 5, 2020 meeting was reviewed and approved.
2. **Correspondence:** Resolution from Lynchburg, VA Post 16 support the nomination and candidacy of Gordon J. Farmer for Department of Virginia Sergeant-at-Arms.
3. **Officer Reports:**
 - Membership (1st Vice):
 - As of May 28th, renewal stood at 100.5% of target!
 - Candidates who have applied for membership in the American Legion and Post 146 and those who have requested to transfer to Post 146:
Howard Story - Army (New) George Powers - Navy (New)
Eugene Brooks (Transfer In)
Action: Candidate names will be presented at the next general membership meeting.
 - Americanism and Children & Youth (2nd Vice): No information from Department about whether or not money sent for Boys State will be returned.
 - Bingo (3rd Vice): New Charity Gaming Commission rules and guidelines are planned to take effect on July 1st. Don't know the impacts on us as yet. BINGO is controlled by the Commission and they have not yet approved a start date for resuming BINGO.
 - Post Finances (Fin Off): Beginning Balance: \$82,387.03; Gross Deposits for all accounts: \$47,184.26; Expenditures \$55,870.57. Net end of month balance for March was \$73,700.72. Note, the Post applied for financial relief through the

federal Payroll Protection Plan on March 27th (via BB&T). Request is still pending.

- House Committee: The committee has accomplished the following:
 - Roof Repairs: Roofers are planning to deliver supplies on Tuesday, Jun 2nd. If the weather is good, they will begin repairs. Repair work will focus on patching where necessary, then resealing the entire roof. Total cost: \$4,500. Work done by Reyes Espino.
 - Patio Fence: Committee discussed next steps for fencing the patio as required by the City Zoning Board. We have contacted Russell Fence Company and The Fence Company to obtain bids.
 - HVAC Maintenance Contract: Two months ago, the committee agreed to award an annual HVAC maintenance contract to Midlothian Mechanical in North Chesterfield. The COVID-19 epidemic placed execution of the contract on hold. Committee direct the Post Adjutant to contact Midlothian Mechanical and make an appointment for the initial inspection and cleaning.
 - Countertop for coffee island: Countertop still on order. Top Solutions (vendor) reports they are working on the piece and it may be ready by Friday, June 5th or Monday, June 8th.
- Service Officer: No report
- Chaplain: No new illnesses or deaths to report.
- Historian: No report.
- Sgt-at-Arms: No report
- Judge Advocate: No report
- 1st, 2nd, 3rd Executives: No Reports

4. **Donation Requests:** Suspended until BINGO resumes

5. **Old Business:**

- a. Current Business/Operating Restrictions (Cdr): The Club Room will be open for inside business beginning Friday, June 5th. This is action reflects rules established by governor's phase 2 plan for resuming business operations during the COVID-19 epidemic.
- b. Status of application for Federal Payroll Protection Program (Cdr) [See Finance Officer report]
- c. ABC License Application: All required reports and forms submitted to ABC Case Officer.

6. **New Business:**

- a. Award of Post 146 Challenge Coin: The commander suggested award of the challenge coin to Dennis Mullins for his donation of beautiful, handmade shadowboxes which will be used to display the U.S. flag and flags of the services in the Club Room. If the seven boxes had been purchased commercially, they would have cost upwards of \$400 to \$700 each. Additionally, the commander asked that the Post sponsor Mr. Mullins' American Legion membership for the coming Legion Year.

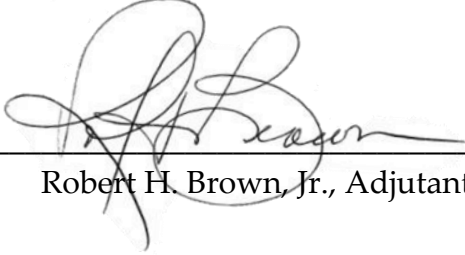
Action: Motion made, seconded, and APPROVED to sponsor Dennis Mullins' membership in the American Legion and Post 146 for the 2020-2021 Legion Year. Committee concurred in the award of a Post 146 Challenge Coin.

- b. Received a notice from Domain Registry (Internet Domain Name Services, Inc.) that indicates that the Post's 'domain name' (post146.com) will expire on June 29, 2020. It will cost \$190.00 to re-register the domain name for the next five years (until Aug 24, 2025). Researching with our website provider, LegionSites.com, to identify next steps. Action: Adjutant
- c. Room Rental Contract: Rental contract 'rules' require that the contract must be signed, and a deposit made not later than 14 days (two weeks) prior to the date of the scheduled event. That stipulation currently does not appear on the contract form. To clarify the policy and remain consistent in documentation, the committee directed that the 14 days stipulation be added to the contract form. Action: Adjutant
- d. The Post will host the District 4 Quarterly Leadership Meeting on Sunday, June 14th. Primary purpose of the meeting will be the installation of District 4 officers for Legion year 2020-2021. Meeting time and lunch requirement are yet to be determined.

7. **Good of the Legion:**

- a. With the Commonwealth entering Phase 2 of the response to COVID-19, the June 16th general membership meeting will be held as scheduled.
- b. The commander was pleased to report that our Service Office, **Larry Gammon**, has been designated as an "accredited representative of The American Legion for the preparation, presentation, and prosecution of claims for veterans' benefits." That means that he may review claims on behalf of veterans and that he has special access to the claims process through the VA's Stakeholder Enterprise Portal (SEP) which provides access to web-based systems that are valuable in assisting claimants. The committee congratulates Larry on this special achievement.

Official Summaries of Meetings/Conduct of Business is attested by the undersigned.



Robert H. Brown, Jr., Adjutant