



Hopewell Memorial Post 146, The American Legion
Summary of Previous Meetings

**September 21, 2021 General Membership Meeting and
October 5, 2021 Executive Committee Meeting**

October 12, 2021

The following is a summary of the September 21, 2021 General Membership and October 5, 2021 Executive Committee Meetings.

September 21, 2021 General Membership Meeting

1. A summary of the August 17, 2021 General Membership Meeting and September 7, 2021 Executive Committee Meeting were provided for member review on the Post website and before the meeting. The meeting summary was approved as presented.

2. Officer Reports:

a. Membership (1st Vice):

- Candidates for membership in the Legion and Post 146 were: **Leon Damron** (USA), **Tucker Harless** (USN), **Robert Mann** (USA), **Albert Sanderson** (USA), **Michael Toter** (USA) and **Joshua White** (USA)
- Candidates for transfer to Post 146 were: **Donald Danielson** (USAF) [from Post 141], James Bass [from Post 186, Midlothian] and **James Williams** [from Post 290, Stafford]

ACTION: A motion was made, seconded and APPROVED to accept the above listed candidates as members in the American Legion and Post 146.

b. Americanism/ Children & Youth Programs (2nd Vice): No report

c. Bingo/Gaming (3rd Vice): September was a good month for Bingo revenue. The Post made almost \$48,000; third highest grossing month for the year. We continue to look for people to assist with selling pull-tabs from about 6 to 8 pm.

d. House Committee:

- Completed the annual property/equipment inventory on Saturday, Aug 21st. No discrepancies were identified.
- We celebrated the US Air Force's 74th birthday on Friday, Sep 17th, one day before it's official birthday. Master Sergeants Small and Hendricks from the 345th USAF Training Squadron at Ft. Lee cut the special birthday cake.
- Roof repairs will be made by Save More Roofing. Roof is in much better condition than the committee was first led to believe. Roof repairs will cost

- approximately \$500.00. Old halogen flag pole spot lights will be replaced with new LED spot lights which will be repositioned to avoid further leaks.
- Member Appreciation Day: Saturday, 25 September; Weston Manor; 1 pm to 4 pm. Hamburgers, Hot Dogs, Chicken Qtrs, sides, iced tea, water, etc. Will be available. All are welcome
 - Committee recommends the replacement of two air conditioning units, one 2.5 ton which services the Post Administrative Area and the Legion Hall rest rooms and a 4-ton unit which services a portion of the Club Room. The committee reviewed three bids and recommends Automatic Climate Heating & Air Conditioning to complete the work. The work will include replacing both units plus a new heating unit for the equipment servicing the Post Administrative Area. Total cost for the purchase of equipment and installation is \$17,200. Request membership approval to replace the out-of-service units.
 - Club Room sales are on the rise. We broke an all-time gross sales record last month coming in at over \$21,000 in sales. To keep pace with demand we are looking to hire more bartender/servers, cooks and a busser/dishwasher. If you know of anyone looking for a part-time position, let us know about them, and them about us. If we do not have sufficient staff we cannot provide the quality-of-service members expect nor keep the Post open for the hours most are used to. Please help us.
 - To make kitchen operations more efficient and improve service , the House committee recommends the purchase of Sandwich/Salad-Making Unit. This unit provides the working space to store 18 different sandwich/salad components, all temperature controlled to meet Health Dept standards, and sufficient work space to prepare a number of sandwiches or salads simultaneously. Cost: \$3,800 (includes shipping)
- e. Finance Officer: Report as of the end of August 2021: Total Income: \$56,890.32; Total Expenses: \$50,854.25; Net Income: \$6,036.07. Account Balances: VTAB - \$39,984.47; BINGO - \$10,679.21; Restricted - \$7,746.49; General - \$31,535.44 [ATM/Kiosk Holdings: \$26,545.00]. Investments in the Edward Jones account total \$82,318.10 as of August 27th.
- f. Chaplain: No reports of sickness or death, thank goodness.
- g. Service Officer: No report
- h. Historian: Special dates/events
- September 30, 1949 - The Berlin Airlift concluded after 277,264 flights carrying over 2 million tons of supplies to the people of West Berlin, who were blockaded by the Soviets.

- October 3, 1990 - After 45 years of Cold War division, East and West Germany were reunited as the Federal Republic of Germany.
 - October 4, 1957 – [64 years ago] The Space Age began as the Russians launched the first satellite into orbit. Sputnik I weighed just 184 lbs. and transmitted a beeping radio signal for 21 days.
 - October 8, 1918 - During World War I in the Argonne Forest in France, U.S. Sergeant Alvin C. York single-handedly took out an entire German machine-gun battalion, killing over a dozen and capturing 132. He was later awarded the Medal of Honor and the French Croix de Guerre.
 - October 12, 1492 - After a 33-day voyage, Christopher Columbus made his first landfall in the New World in the Bahamas. He named the first land sighted as El Salvador, claiming it in the name of the Spanish Crown.
 - October 14, 1947 - U.S. Air Force Captain Chuck Yeager became the first man to break the sound barrier, flying in a rocket-powered research aircraft.
- i. Judge Advocate: No report
 - j. Sgt.-at-Arms: No report
 - k. 1st, 2nd, & 3rd Executives: No report

3. Correspondence: Letter from Fourth District - Fourth District Fall Conference will be held on Sunday, Oct 3rd, at Post 2 in Petersburg. Lunch will be provided beginning at 12:30 pm. The meeting will begin at 2:00 pm. Agenda topics include discussing the new Department Commander' motto "Back to Basics", membership and upcoming Post visits.

4. Old Business: None presented

5. New Business: (Cdr):

- a. The House Committee recommends the purchase and installation of two HVAC units (a 4-ton and a 3-ton) to replace a unit now serving the Club Room and the other serving the administrative offices and Legion Hall rest rooms. The committee recommends the work be done by contract with Automatic Climate Heating & Air Conditioning. Total cost for the purchase of equipment and installation is \$17,200. ACTION: A motion was made , seconded and APPROVED to purchase two new HVAC units and have them installed by Automatic Climate Heating & Air Conditioning. The cost shall not exceed \$17,300.
- b. The House Committee requests the membership approve the purchase of a Sandwich/Salad-Making Unit for the kitchen. ACTION: A motion was made , seconded and APPROVED to purchase a Sandwich/Salad-Making Unit for the kitchen at a cost not to exceed \$3,900.00.

6. Good of the Legion (Cdr):

- 50/50 Drawing winner (Sgt.-at-Arms): Gary Ball won \$7.50 in the 50/50 drawing.
- Progressive Attendance Drawing (Sgt.-at-Arms): The jackpot stood at \$80. The number drawn was 256, Michael Postic. Legionnaire Postic was not present, so the jackpot will be \$100 at the October 19, 2021 meeting.

October 5, 2021 Executive Committee Meeting

1. **Award:** Commander Harless awarded the Post 146 Challenge Coin to Nathan Deunk for his work in making repairs in the Club Room and installing new lighting in the storeroom and secondary storage area.
2. **Summary of Previous Meeting (Adj):** A Read-Ahead Packet which included a summary of the September 7, 2021 Executive Committee meeting was provided to all committee members and acted as the basis for the meeting. The summary of the meeting was reviewed and approved.
3. **Correspondence:** None received
4. **Officer Reports:**
 - Membership (1st Vice): Post now stands at 68% of the LY 2022 target (369) with 180 renewals and 17 new members.
 - Americanism and Children & Youth (2nd Vice): In the planning stages for Veterans Day. Ceremony at City Point National Cemetery at 11 am. Tentative featured speaker is COL (Ret) Cortez Dial. Al Kyriakides will play taps. The Regional Police Color Guard has agreed to post and retrieve the colors. Lunch will be served at the Post at noon. The new Hopewell HS JROTC Senior Instructor, LTC Pray (USA) has been invited to speak to the membership at the Oct 22nd General Membership Meeting.
 - Bingo (3rd Vice): Total BINGO revenue in August was about \$8,000 less than we had in July. Totals are shown in the matrix below:

BINGO MONTHLY RECAP - SEPTEMBER

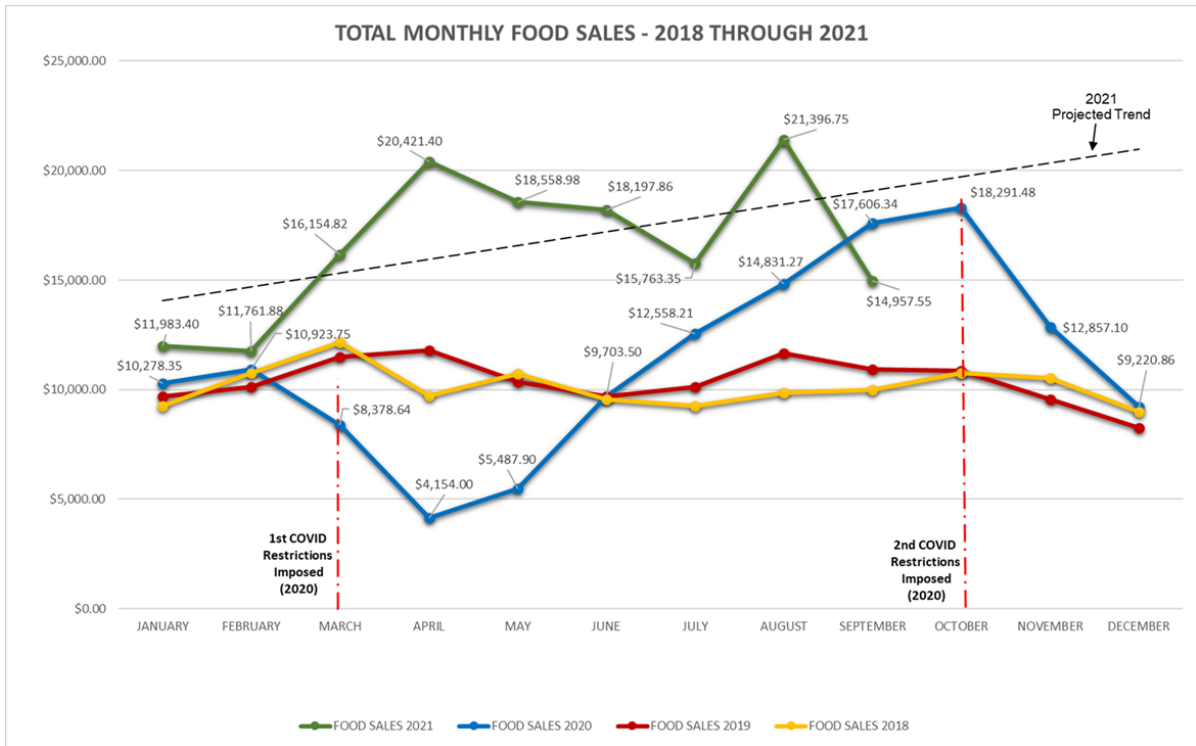
Month	Gross Income	10% Rqmt.	Donations	Other Uses	Total Donations	Available for Donation
September	\$47,921.00	\$4,792.10	\$1,500.00	\$ 663.00	\$2,163.00	\$7,415.00
As of 30 Sep 21	\$275,972.70	\$27,597.27	\$17,005.00	\$5,662.18	22,667.18	+/- Target -\$4,930.09

September was a good month for Bingo revenue. The Post made almost \$48,000; third highest grossing month for the year. There is \$7,400 available for donations this month with the Post almost \$5,000 short of the 10% donation target.

- Post Finances (Fin Off): Total Income: \$57,650.92; Total Expenses: \$53,493.97; Net Income: \$4,166.95. Account Balances: VTAB -\$43,231.82; BINGO - \$19,415.42; Restricted – \$7,746.49; General - \$30,390.65 [ATM/Kiosk Holdings: \$41,173.00.] (Encl1).
- House Committee: The committee has accomplished or is working on the following:
 - Small Repairs: The Committee is scheduling a number of small repair/equipment installation projects which are driven by worker availability. Some of them are:
 - ✓ New sound system for the Club Room
 - ✓ Installing a full sink in the Legion Hall bar
 - ✓ Replacing the exterior steel door in the admin offices
 - ✓ Installing louder buzzers at Club Room entry doors
 - ✓ Installing new LED ceiling lights in the stock room
 - ✓ We are looking for touch-up painters to spruce up the Club Room
 - Roof Repair: We are scheduling approved roof repairs with Save More Roofing.
 - HVAC Unit Replacements: Contract finalized with Automatic Climate. We are scheduling removal of the old HVAC units and installation of the new equipment. Critical piece of the work is scheduling a crane to remove the roof-based, 4-ton unit and lift the two new units onto the roof.
 - U.S. Navy Birthday Celebration: On Wednesday, Oct 13th at noon, the Post will celebrate the Navy's 246th birthday. At this writing, CS1 Rogers of the U.S. Navy Training Support Unit at Ft Lee will represent the Navy and perform the cake-cutting honors. All Navy veterans are encouraged to attend
 - Staffing: Staffing remains a problem. The NEED IS CRITICAL. Advertisements are running on the Post website and Facebook page. We have interviewed dishwasher candidates. Andy Pawlowski contacted the Ft Lee Ladies Group and we provided a flyer to advertise our job vacancies in the Ft Lee community. Until we can hire additional staff, we are accepting volunteers to serve as bartenders/servers and dishwashers. Volunteers will be trained by Megan Schummer, our Bar Manager.
 - Closings: We plan to CLOSE the Club Room and kitchen for extensive cleaning on Saturday Oct 16th and Sunday, Oct 17th. The cleaning will include the use of pressure washing to thoroughly clean kitchen equipment,

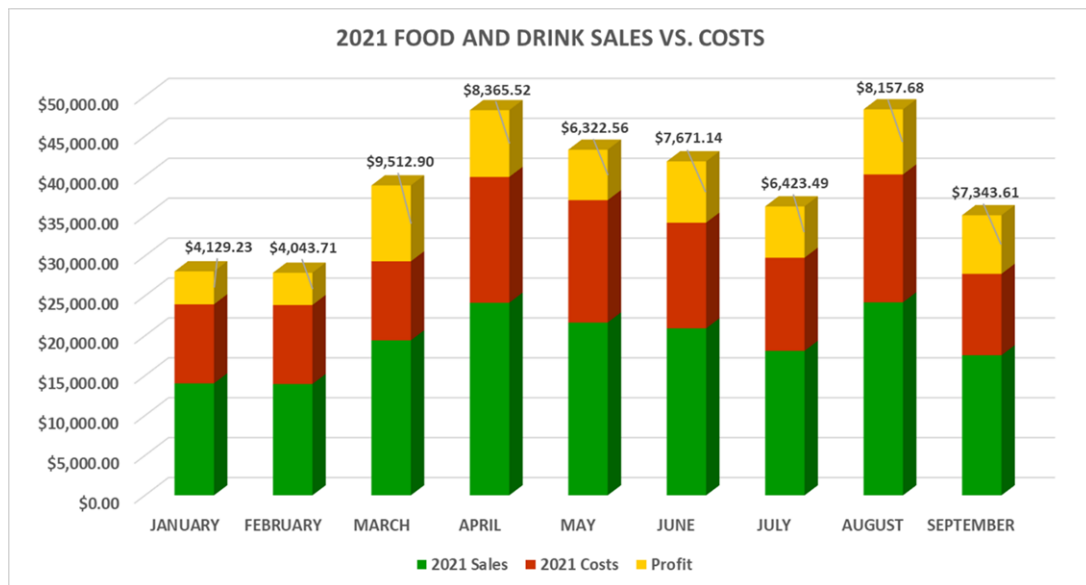
range hood, grease filters, floors and food preparation and storage areas. Kitchen staff and volunteers will be used to complete this project. Additionally, the Club Room will CLOSE at 2:00 pm on Sunday, Oct 24th for staff training.

- Club Room Quarterly Report:



The chart above shows total Club Room sales since 2018. Give that 2020 was such an extraordinary year because of the COVID pandemic, it is difficult to compare it to previous years. However, 2021 has shown substantial, sustained growth with two months (Apr and Aug) all-time highs. Total Revenue to date is \$121,670 for a monthly average of \$13,519 which exceeds the 2019 monthly average of \$10,378 by \$3,141.

The chart following (below) is presented to give a better understating of how supply cost is related to sales. Although our profit margin may look well enough, this comparison does not include employee wages, utility (water, gas electric) costs, cleaning contract, equipment maintenance contract, Comcast cable fees, IT support fee, admin/cleaning supplies, taxes and other government fees. The Post still heavily depends in the income from electronic pull-tab gaming to help the Post pay its bills.



- Service Officer: No report
- Chaplain: No deaths to report however one member and a member of another member’s family were injured in falls. Cards were sent
- Historian: Special dates/events:
 - October 8, 1918 - During World War I in the Argonne Forest in France, Sergeant Alvin C. York single-handedly took out an entire German machine-gun battalion, killing over a dozen and capturing 132! He was later awarded the Medal of Honor and the French Croix de Guerre.
 - October 12, 1492 - After a 33-day voyage, Christopher Columbus made his first landfall in the New World in the Bahamas. He named the first land sighted “El Salvador” (the Savior), claiming it in the name of the Spanish Crown.
 - October 13, 1775 - The Continental Navy [later the U.S. Navy] was established after the Second Continental Congress authorized the acquisition of a fleet of five ships [small schooners], three of which General Washington already had patrolling off the Massachusetts coast.
 - October 17, 1777 - During the American Revolutionary War, British General John Burgoyne and his entire army of 5,700 men surrendered to American General Horatio Gates after the Battle of Saratoga, the first big American victory of the Revolutionary War..
 - Oct. 17-18, 2007: The American Legion National Executive Committee passes Resolution 35 and adopts The American Legion Riders as a national program of The American Legion.
 - October 19, 1781 - As their band played The World Turned Upside Down, more than 7,000 British and Hessian troops, led by British General Lord

Cornwallis, surrendered to General George Washington at Yorktown. The war between Britain and its American colonies was effectively ended.

- October 21, 1879 - Thomas Edison successfully tested an electric incandescent lamp with a carbonized filament at his laboratory in Menlo Park, New Jersey, keeping it lit for over 13 hours. The birth of the electric lighting.
- October 24, 1945 - The United Nations was founded.
- Sergeant-at-Arms: Thanked everyone for helping with last month's Initiation Ceremony. Moving ceremony to the 1st month of a quarter rather than the last month to improve scheduling and reduce conflicts. Publicly thanked Danielle Kyriakides for doing the calligraphy on the Initiation Certificates.
- Judge Advocate: No report
- 1st, 2nd and 3rd Year Executives: No reports

5. **Donation Requests** (Donation Coordinator):

- Two Rivers Chapter, American Legion Riders: Riders announced the Wreaths Across the America Program for 2021. Wreaths will be placed on graves in City Point National Cemetery on Saturday, Dec 18th. Deadline for completing orders is Nov. 29th. Last year the Executive Committee approved the purchase of 35 wreaths at \$15.00 each for a total of \$525.00. Other prices: 30 wreaths [\$450] - 40 wreaths [\$600] – 45 wreaths [\$675] – 50 wreaths [\$750]

Recommendation: that the Post purchase 35 wreaths at \$15.00 each for a total of \$525.00

ACTION: Motion made, seconded and APPROVED to purchase 35 wreaths at \$15.00 each for a total of \$525.00.

- Historic Hopewell Foundation: The Foundation is holding its 12th Annual "All Manor of Things" Auction on Nov 6th. The Foundation is seeking sponsors for this fund-raising event. The event's objective is to raise funds which the Foundation will use to operate and maintain historic sites, and tell the history of Hopewell and the surrounding area. The Foundation offers the following sponsorship opportunities:

Support Levels		Benefit
Bronze	\$250	2 Tickets to the auction and 1/4 page ad in event program
Silver	\$500	4 Tickets to the auction and 1/2 page ad in event program
Gold	\$1,000	6 Tickets to the auction and full page ad in event program
Diamond	\$2,500	8 Tickets to the auction and full page ad in event program

The Post has sponsored this event at the \$500.00 (silver) level in the past. However, Historic Hopewell, through the 'Lunch 'n Learn' lecture series, brought a lot of business and positive exposure to the Post over the summer

months and, through the kind use of their pavilion and property, have supported a number of our events. Suggest we help them as much as we can.

Recommendation: that the Post sponsor the Historic Hopewell Foundation Auction at the Gold level with a \$1,000.00 donation.

ACTION: Motion made, seconded and APPROVED to sponsor the Historic Hopewell Foundation Auction at the Gold level with a \$1,000.00 donation.

Additional Recommendations: As the Post is \$5,000 short of the 10% donation target, and more than \$7,000 is available, suggest the following additional donations:

- to the Post's John Randolph Scholarship Fund: \$3,000
- to the Bingo Restricted Account: \$2,500

ACTION: After discussion about the additional recommendations, a motion was made, seconded, and APPROVED to make the following donations/allocations:

- to the Post's John Randolph Scholarship Fund: \$2,500
- to Unit 146, American Legion Auxiliary: \$1,000
- to the Bingo Restricted Account: \$2,000

➡ Total Amount Approve for Donation/Allocation: \$7,025.00

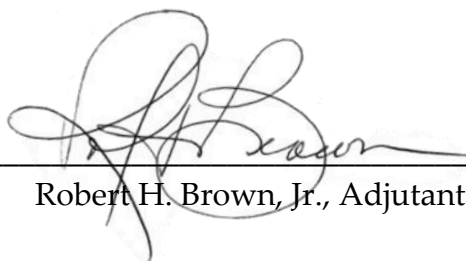
6. **Old Business:** None presented

7. **New Business:** None presented

8. **Good of the Legion:**

- The Post will be closed for cleaning on October 16th and 17th. We will need help moving chairs, tables, and other equipment, especially in the Club Room. Please see Chris Hacker to help.
- It's not too soon to begin to look for officers to serve on next year's Executive Committee. We need new ideas and new people to fill positions. Begin recruiting efforts now. Identify possible candidates now.

Official Summary of the Meeting/Conduct of Business is attested by the undersigned.



Robert H. Brown, Jr., Adjutant