



CHARLES E. MURRAY AMERICAN LEGION POST 186

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General Membership Meeting Minutes – April 3, 2025

Sergeant-At-Arms: Jeff Conlan stood in for Sgt-At-Arms. Secured the Meeting Room

Meeting Called to Order: The Commander called the meeting to order at 6:00 pm

Members in attendance: 16

Guests in attendance: 3 – Jack Perz, Joanne Holobinka, Nancy Sharpe

Hand Salute

POW/MIA Empty Chair: Ceremony and moment of silence observed

Pledge of Allegiance: Led by 1st Vice Commander

Preamble: Recited by all members in attendance

Commander: Officially declared meeting convened

Roll Call of Officers

| | | |
|--------------------------------|----------------|-------------|
| Commander | Pat Sharpe | PRESENT |
| 1 st Vice Commander | Tom Moriarty | PRESENT |
| 2 nd Vice Commander | Jim Sales | PRESENT |
| Finance Officer | Mike Cray | PRESENT |
| Post Adjutant * | Jeff Rogers | PRESENT |
| PR/Historian | VACANT | N/A |
| Sergeant-at-Arms | Kent Hogeland | * EXCUSED * |
| Chaplain * | Joe LaRosa | PRESENT |
| Judge Advocate * | Keith Hines | PRESENT |
| Post Service Officer * | Jeff Conlan** | PRESENT |
| Asst. Post Service Officer* | Eric Hollinger | PRESENT |
| Past Commander | Don St. Pierre | PRESENT |

* Non-Voting Officer/Member of the E-Board

** To be confirmed at the next General Membership Meeting

Roll Call of E-Board (7 Members):

| | | | |
|-------------|-------------|----------------|-------------|
| VACANT | N/A | Tom McCain | PRESENT |
| Dave Crofut | * EXCUSED * | Howard Smith | * EXCUSED * |
| Rich Juneau | PRESENT | Eric Hollinger | PRESENT |
| | | Ann Mytnik | PRESENT |

Roll Call of Managers / Committee Chairs

| | | |
|-----------------------|---------------|-------------|
| Office Manager | Sue Moriarty | PRESENT |
| Canteen Manager | Kelly Acker | PRESENT |
| House Committee Chair | Terry O'Brien | * EXCUSED * |

Quorum Verified? YES

Approval of Minutes

The E-Board-approved *General Membership Meeting Minutes* dated **March 6, 2025**, are brought before the General Membership for approval. **A Motion** to accept the minutes as written was made by Gary Giambrone and seconded by Eric Hollinger. **Motion Passed.**

The *E-Board Meeting Minutes* dated **March 27, 2025**, are brought to the General Membership for approval. **A Motion** to accept the minutes as written was made by Skip Goodwin and seconded it to Keith Hines. **Motion Passed.**

Correspondence Review: None to Report

Officers' Reports:

Commander: Commander Sharpe officially introduced Jeff Conlan as the incoming primary Post Service Officer.

1st Vice Commander: 1st Vice Commander Moriarty provided clarification on membership transfers. He explained that if a member paid dues to another post (e.g., Post 225), they must complete a transfer form to be submitted to the Department. The transfer is processed automatically if they pay dues again through Post 186's system. He noted this is relevant for members transferring after June, so they receive the 2026 membership card without duplicating payment.

Also, the Post currently has 844 total paid members with our goal of 1047; we're at 84.43%

2nd Vice Commander: 2nd Vice Commander Sales reported that 12 members had expressed interest in forming a Riders group. He is working with Keith Hines to gather the necessary officer information and signatures for the charter application. He indicated they plan to finalize the application once the new officers are confirmed in July, aligning with the new fiscal year.

Post Adjutant: Post Adjutant Rogers reported that three individuals submitted reinstatement requests during the previous Executive Board meeting. Two were denied, and one, Eileen Andrews, was approved. All three individuals have been notified of the outcomes.

He also addressed the status of the Post's electronic sign replacement, noting that the discussion has been tabled for now due to incomplete cost estimates. In the interim, he is developing a sponsorship program that could support the sign and other Post needs such as the Building Fund. The concept involves a tiered donation structure, ranging from a "Friend of the Post" level to a "Platinum Sponsor," with associated recognition options that may include placement on the sign, inside the building, on the website, or in formal thank-you letters. A detailed proposal will be presented at the next Executive Board meeting.

Finance Officer: Finance Officer Cray reported that the Post brought in approximately **\$96,000** in revenue for March, with bar and kitchen operations accounting for around **\$29,000 to \$41,000** of that total. Expenses included **\$17,000** for kitchen operations and **\$12,800** for gambling machines. After expenses, the Post realized a **net profit of about \$32,000** for the month.

He noted this strong performance is reflected in the current account balances: the **General Fund holds about \$73,000**, the **Queen of Hearts account is just over \$10,000**, and the **Lottery**

account has \$841. A detailed breakdown is posted on the bulletin board for member review. Cray also shared that the Post is switching banks to avoid service fees at Regions Bank.

A motion to approve the Finance Report as reported was made by Keith Hines and **seconded** by Tom Moriarty. **Motion Passed.**

Judge Advocate: Judge Advocate Hines reported that he will discuss one of our nominations that was rescinded during our election nominations discussion.

Post Service Officer: Instead of Service Officer Hollinger going through his report due to vision issues, Adjutant Rogers gave a high-level overview of Eric's report. Full details can be found in the Service Officer's report section of the E-Board meeting minutes from March 27.

Additionally, Post Officer Conlan reported a Steak Shoot scheduled for Saturday, the 12th, but he and Eric will be unavailable that day. Volunteers are needed to assist with the event, specifically to handle the 50/50 drawing and to verify cards. Jeff will place the supply order on Thursday and pick it up on Saturday, so volunteers do not need to worry about setup. The call for help has been extended to the general membership. Participation has been good, and interest continues to grow. Anyone interested in helping is encouraged to attend the Saturday event for hands-on training.

Chaplain: Nothing to Report

Sergeant-at-Arms: Not present – Nothing to Report

House Committee Chair: Jack Perz, a member of the House Committee, provided an update on ongoing and upcoming maintenance projects. One current focus is improving accessibility; the committee is exploring options for installing delayed door openers on the patio and front entrance doors to assist those with disabilities. Jack plans to visit a local door company on Sunshine Grove Road to see if this can be done without replacing the existing doors.

Additionally, Pat Sharpe has been handling various electrical issues. Several water leaks, including one under the sink, were recently discovered and repaired. The House Committee continues to identify and address needed facility improvements actively. Jack emphasized that the committee remains engaged and responsive to maintenance needs.

NOTE: During the House Committee report, a member noted that while the House Committee has existed for some time, no written reports have been submitted for the record. The member emphasized that all appointed committees, including the House Committee, should submit written reports to ensure they are appropriately recorded.

It was agreed that the Constitution and Bylaws require written reports from the House Committee. The Post will increase accountability to ensure adherence to the Constitution and Bylaws regarding committee reporting.

Office Manager: Sue Moriarty reported she informed the Executive Board that, after reviewing QuickBooks, she discovered the Post had been paying for a second POS (Point of Sale) system since October 2021. The system had not been used, but payments totaling \$7,673.40 had been withdrawn from the account.

Attempts were made to stop the payments through the bank, but the request was denied because the Post was under contract with the leasing company until September 2024. Sue contacted the leasing company, which confirmed that the POS equipment had been returned in October 2021; however, due to the contract terms, the company would not refund the full amount. The Post will receive only \$1,080 in reimbursement, resulting in a net loss of \$6,593.40.

Sue noted no files or documentation in the office regarding the contract or the equipment return. She emphasized that if the Office Manager had contacted the company upon returning the equipment, the situation might have been resolved, and the contract voided.

Additional discussion occurred regarding the decision to lease the POS system instead of purchasing it outright. It was noted that a similar system was purchased for another organization for approximately \$2,000—far less than what was ultimately paid through leasing. At the time, leadership chose to lease rather than buy to try the system, but the matter was not properly closed out, leading to ongoing charges that were not caught until recently.

Sue confirmed that the payments had been coming from the Post's account at Regions Bank and that although the bank was not at fault, the situation highlights the need for stricter internal oversight.

Recommendation – Jack Perz: Jack Perz recommended that the Post no longer enter multi-year contracts, noting that similar situations—such as the previous dumpster agreement—have also resulted in financial loss. He recommended implementing a policy limiting all future contracts to a one-year term to avoid recurring issues and protect the Post's economic interests.

The Board thanked Sue for her diligence in uncovering and addressing the issue.

Canteen Manager: Kelly Acker reported that Sam's Club delivery service has been successfully set up for the Post, eliminating the need for staff to travel for supply pickups. Orders are delivered directly to the back door, saving time, gas, and wear on personal vehicles.

Kelly also proposed adding a Walmart delivery service, requiring a \$98 annual membership fee. This would allow for free deliveries from Walmart, further reducing travel-related costs and effort. The membership would be renewed yearly, and all purchases would be placed online and paid for using the Post's credit card.

A motion was made by Annie Mytnik and seconded by Tom Moriarty to approve the \$98 annual Walmart Plus membership to enable delivery service. **Motion passed.**

Kelly noted that the current setup for online orders works well and integrates smoothly with existing purchasing and payment procedures.

Old Business:

Election Nomination Review and Collection

Commander Sharpe surrendered the floor to Election & Nominations Committee member Keith Hines.

Nominations Process Clarified: There was confusion about the timing and structure of nominations versus elections. Multiple members expressed differing understandings of the

process, particularly regarding the need for a second nomination and when elections should occur. It was clarified that nominations occur in April and elections in May, consistent with prior years and the Post's standard procedure.

Uncontested positions will be elected by acclamation. Contested positions will be determined by ballot vote, with ballots prepared accordingly.

Keith Hines led much of the discussion, often repeating procedural details and referencing the Constitution and Bylaws, although others noted that the process is simpler than suggested. Several members expressed concern about overcomplicating the process.

Table 1. Consolidated List of Current Nominees Per Office/Position (Rounds 1 and 2)

| Elected Position | Current Nominee(s) | Notes |
|---------------------|---|--|
| Commander | Pat Sharpe | |
| 1st Vice Commander | Tom Moriarty | |
| 2nd Vice Commander | Eric Hollinger | Jim Sales declined nomination Gary Giambrone rescinded nomination |
| Chaplain | NONE | |
| Finance Officer | Mike Cray | |
| Historian | NONE | |
| Sergeant-at-Arms | Kent Hogeland | |
| House Committee (3) | Terry O'Brien | 2 more nominations needed |
| Executive Board (7) | Dave Crofut Geno Darcy Gary Giambrone Skip Goodwin Rich Juneau Tom McCain Ann Mytnik Jim Sales Howard Smith | Eric Hollinger now nominated for 2 nd Vice Jeff Conlan appointed Service Officer Jeff Rogers rescinded nomination |

NOTE: As outlined in the **Post 186 Constitution and Bylaws dated October 4, 2018**: "To run for Post Commander, the candidate must have held office or a position on the Post 186 Executive Board for at least one year."

This requirement may be waived if the following conditions are met:

- The **Election & Nominating (E&N) Chairman** conducts the waiver vote and
- **Two-thirds (2/3) of the members** present at a regular meeting within 90 days of the election approve the waiver.

While the E&N Chairman must initiate the process, **any member may suggest or request** that the waiver process be considered.

This information is provided for transparency and to guide nominations and discussions appropriately.

Elections are scheduled for May 28, with absentee ballot requests due by May 15.

New Business:

- **Joanne Holobinka, President of the American Legion Auxiliary Unit 186**, addressed the membership to formally recognize and thank **Sally Giambrone, Annette Snyder, and Pat Howard** for volunteering on Saturday to wash all the tables and chairs throughout the facility. Their contribution to the upkeep of the Post was noted and appreciated.

Joanne also announced that the **Auxiliary voted to donate \$1,000 to the Post's Building Fund** to support the replacement of the structure/entryway at the front of the building. She presented a check for \$1,000 during the meeting and expressed the Auxiliary's support in ensuring the Post's and its members' safety.

The Commander and members expressed their gratitude to the Auxiliary for both the generous donation and the continued support of the Post.

- **Legion Officer Shirts:** Tom Moriarty announced he would coordinate an order for Legion Officer Polo shirts (\$20/shirt). Any officer interested in ordering a shirt should contact Tom directly.
- **Internet Installation Update:** A question was raised regarding the status of the new internet installation. It was reported that antennas have been installed, but activation or service status has not been confirmed yet. Tom Moriarty will follow up with the individual overseeing the installation and report back.
- **Recognition – Office Manager:** Members publicly recognized **Sue Moriarty** for her efforts to identify financial discrepancies in the books and her consistent dedication to the Post. She was praised for her hard work and regular presence in the office, often working five to six days a week. Appreciation was also expressed to **Mike Cray** for his teamwork and collaboration with Sue on these efforts.

For the Good of the Legion:

The next E-Board meeting will be on April 24, 2025, at 4:00 pm.

The next General Meeting will be on May 1, 2025, at 6:00 pm.

Closing Ceremony:

Closing Prayer: Chaplain LaRosa delivered the closing prayer

Hand Salute

The meeting was adjourned at 7:10 PM.