

## Summary

Guido is currently working on the kitchen contract, with an estimated completion date in February. There are discussions about repairs to the walk-in cooler and the need for a finalized contract before involving Juan. The insurance policies are being reviewed and consolidated with Joe Garcia. The meeting addressed the lack of response from a building contractor regarding a quote, insurance policy coverage for officers and directors, and the absence of some members due to surgery. It was suggested to have a legal service on retainer. The main objectives were to discuss rental contracts and the process for requesting calendar events. The decision was made to create a calendar event request form, requiring 90 days advance notice with exceptions for urgent requests. The rental contract will be updated and the new process implemented. The meeting also discussed eligibility for a one-day liquor license, the check-in process on busy nights, and the issue of meals provided by the kitchen. The decision was made to apply for the license and address the check-in process. Action items include resolving the meal issue and updating the membership application. Repairs for a door and a light fixture, changing gun safe combinations, and determining Christmas bonuses for the bar staff were discussed. The critical decisions were to fix the door, replace the light fixture, change the gun safe combinations, and discuss Christmas bonuses at the board meeting. Action items include obtaining a new piece of trim for the door, securely storing the gun safe combination, and bringing up the discussion of Christmas bonuses at the board meeting. The meeting also addressed bartenders giving bonuses to barbacks and incidents with non-members causing problems. The board is working on membership cards and addressing dishonorable discharge and LGBT issues. Upcoming events and ticket sales for the New Year's Eve party were discussed, focusing on the use of champagne bottles, glasses, and wine buckets. They considered higher quality champagne, two bottles per table, affordable one-piece champagne glasses, and acquiring more wine buckets. Budget items included funding for American Legion baseball and the need for new equipment. It was suggested to reduce the number of baseball teams to two or three, discuss the cost per team per year, and explore matching donations.

### Outline Meeting Convened 10:05

#### 1. Kitchen contract progress • 00:00:00

Cmdr, - Guido is leading the kitchen contract project.

A rough draft of the contract is currently being worked on.

Completion is expected by February.

Issues with the kitchen staff's health are being monitored.

#### 2. Repairs to the walk-in cooler • 00:01:19

Cmdr, - No progress has been made in the last month due to other priorities.

The health department has approved the current state of the cooler.

Plans to resurface the interior walls of the cooler are being considered.

### 3. Discussion about the district's funding • 00:02:19

No information has been received regarding the district's promised funding.

The topic was not brought up at the district meeting.

Ed - Other posts have also not received the funding.

### 4. Involving Juan in the contract • 00:03:19

Juan has not been informed about the contract yet.

A finalized contract needs to be available before involving Juan.

Consideration for a backup plan is being discussed.

### 5. Finding potential candidates for the restaurant operation • 00:04:19

Two potential candidates with previous restaurant experience have been identified.

The focus is on finding someone to run the restaurant operation.

Suggestions from the team are encouraged.

### 6. Payment and schedule for the kitchen staff • 00:05:18

The kitchen staff has been paid \$500 for the past two months.

A check was written for \$600 to correct an error.

The staff member may have taken time off due to the payment issue.

Consideration for a five-day work contract and two days off per week is being discussed.

### 7. Insurance policies • 00:06:38

Garth - There are four insurance policies, three with Joe Garcia and one with W.H. Weingartman Howe.

The policy with Weingartman Howe expires in February.

A complete package has been sent to Joe Garcia for a quote.

A duplicate workers' comp insurance policy was declined.

### 8. Building contractor quote • 00:07:57

The building contractor was asked for a quote of \$2 million but has not responded yet.

### 9. Insurance policy • 00:08:54

Ed - A fire insurance policy is taken out in the organization's name, and the contractor is responsible for paying for it.

The policy covers officers and directors, but there is a question about coverage for volunteers.

The insurance company has acknowledged responsibility for a lawsuit.

#### 10. Surgery absences • 00:11:45

Cmdr, - Skip and Ernie will be absent due to surgery.

Doug may also be absent due to Ernie's health condition.

#### 11. Legal service on retainer • 00:13:38

The suggestion was made to research a legal service to keep on retainer for minor legal matters.

Guido - The estimated cost for such services is around \$300 per hour.

#### 12. Rental Contracts • 00:15:32

The current rental prices are considered adequate.

A written contract for rental deals needs to be created.

A draft reservation request form was shared and deemed in good order.

Suggestions for the form's name were discussed.

The form will be used to request calendar events.

Calendar events will be approved and penciled in before final confirmation.

Folders will be created for approved requests.

A 90-day notice requirement for events was mentioned.

Last-minute requests for memorial services will be considered.

A process for approving requests via phone call or email was suggested.

The band coordinator will also need to submit requests.

The possibility of mixing up entertainment based on the crowd and agenda was discussed.

#### 13. ABC Paperwork • 00:20:55

Issues with the paperwork submitted to ABC were discussed.

The minutes from the election meeting needed clarification.

The separate sheet with the election results was correct.

Leslie is not eligible to sign or deliver a check to ABC.

The current list of authorized signatories is being updated.

ABC will provide an update within a couple of weeks.

#### 14. Eligibility for one-day liquor license • 00:23:36

Working on obtaining the one-day liquor license for parties.

Currently using a workaround by having people sign in.

Need to submit the application to ABC.

Responsible parties: Speaker 0

#### 15. Check-in process on busy nights • 00:25:16

Check-in process is working well with two people on busy nights.

One issue arose regarding meals provided by the kitchen.

Need to clarify the process with the kitchen.

Responsible parties:

#### 16. Meals provided by the kitchen • 00:26:56

Kitchen provided meals on Thanksgiving without informing the bar.

Bar will cover the cost of the second meal for now.

Need to discuss the issue with Hilda.

Responsible parties: Speaker 0, Hilda

#### 17. Membership application for paid applicant • 00:28:36

Paid applicant Michael Hints needs to fill out the membership application.

Need to update the application with his DD 214.

Responsible parties:

#### 18. Access to the kitchen • 00:29:51

Cmdr - Need to have access to the kitchen for certain officers.

Consider changing the lock to a combination lock.

Responsible parties: Speaker 0, Juan

#### 19. Repairs for Door and Light Fixture • 00:31:07

The door next to the stage has a big air crack and needs a new piece of trim.

The light fixture on the stairway was replaced due to damage.

A sign may be put up to indicate video surveillance.

#### 20. Changing Gun Safe Combinations • 00:33:21

The color guard requested the combinations on the gun safes to be changed.

The locksmith was called to change the combinations.

Albert, an honorary member, wants to change the paperwork for gun control.

The combination is currently stored on the speaker's phone.

#### 21. Christmas Bonuses for Bar Staff • 00:36:20

Discussion on giving Christmas bonuses to bar staff.

Consideration of different bonus amounts based on hours worked.

Previous year's bonus was \$50, but there were complaints.

The decision will be made at the board meeting tonight.

#### 22. Bartenders and bar backs bonuses • 00:39:19

In the past, bartenders gave \$100 to bartenders but not to bar backs.

The suggestion was made that bartenders should take care of their bar backs using their own bonus money.

#### 23. Incidents with non-members • 00:40:03

Cmdr, - Three non-members were escorted out for causing problems and disrespecting staff and members.

One person is on a six-month suspension.

Two individuals are permanently banned.

Members appreciate the actions taken to maintain a respectful environment.

#### 24. Membership cards and verification • 00:41:31

The board is working on issuing membership cards for 2024.

There is a process to verify membership status.

Bartenders will have a list of paid members to check.

Members are required to show their card for entry.

#### 25. Dishonorable discharge and LGBT issues • 00:42:58

Efforts are being made to address the issue of dishonorable discharge and LGBT issues.

Certain paperwork or identification may be required to prove veteran status.

ABC (presumably an organization) may accept such documentation.

#### 26. Upcoming events and ticket sales • 00:44:04

Memorial and Christmas parties are scheduled.

Members will be allowed at the bar for the Christmas party.

Ticket sales for the New Year's Eve party are going well.

Separate receipts are being kept for cash and credit card sales.

Table reservations are made by calling Marion.

#### 27. New Year's Eve party arrangements • 00:45:54

The board will discuss purchasing extra champagne and plastic flutes for the New Year's Eve party.

Lesli - Consideration will be given to mimosas for Sunday events.

J Roget champagne is more affordable than splits.

Tall bottles are preferred for higher profits.

#### 28. Champagne Options • 00:47:22

Consider getting higher quality champagne.

Use two bottles per table to make it easier for bartenders.

Look for affordable one-piece champagne glasses.

Find more wine buckets for a better presentation.

#### 29. Budget for American Legion Baseball • 00:50:08

Garth - Last year's budget of \$8,000 for American Legion baseball was not fully used.

A friend is willing to match up to \$8,000 for American Legion baseball.

Consider using the funds for a new ice machine as well.

Discuss the funding with the general membership and board.

#### 30. Tournaments for American Legion Baseball • 00:52:55

Mc Arvie - To qualify for the tournament, teams must win first or second place in two tournaments.

Consider the financial support needed for multiple tournaments.

Explore the possibility of organizing local tournaments.

Discuss the number of tournaments required with other teams in the district.

### 31. Reducing baseball teams • 00:55:42

Consider cutting the number of baseball teams to two or three.

Ensure the success of the baseball program.

Discuss the donation money and the need to have control over it.

### 32. Challenges of baseball program • 00:56:53

Emphasize the importance of building the baseball program.

Highlight the need for baseball to be successful before involving other sports.

Address the competition from travel ball teams.

### 33. Cost per team per year • 00:58:03

Determine the cost per team per year.

Consider the possibility of matching donations to reach the desired budget.

### 34. Community outreach funds • 00:58:51

Discuss using the membership account for community outreach.

- Meeting Adjourned 11:05
- Consider allocating the donation money to community outreach initiatives.