

**American Legion Auxiliary Winter Park Memorial Unit 112
General Meeting Minutes**

July 10, 2012

The July general meeting of the American Legion Auxiliary Unit 112 was called to order at 7pm by President, Marge Berrios. The meeting was opened according to custom.

Members in attendance included:

Marge Berrios	Johanna Langis	Jo Anne Russell
Nell Colbert	Patricia Martin	Deb Shannon
Patricia LaPeter	Aunita Padgett	

Nell confirmed that we have a quorum for this meeting. Marge was granted permission to deviate from the printed agenda should the need arise.

Nell Colbert reported that the minutes from both the May General Meeting and the June Special Meeting were emailed to all members and posted on the Unit's YahooGroups site as well as on our unit website. Nell also made hard copies available at the meeting for review by those who had not received them via email. Johanna Langis moved (seconded by Aunita Padgett) that the minutes from both meetings be approved as written. Motion carried.

Nell Colbert gave the Treasurer's Reports from both June and July. The June report showed that we began the month with \$639.07, received income of \$363.61 and had expenses of \$99.58, leaving us with a closing balance of \$903.10 as of May 31st. After some discussion about the amount paid to the Department for Poppy commission, Debi Shannon moved (seconded by Aunita Padgett) that the June Treasurer's Report be accepted and filed for audit.

For July, Nell reported that we began the month with \$903.10, had income of \$40.04 and had expenses of \$3.00, leaving us with a balance of \$940.14. Nell reported that we received dues payments from Jo Anne Russell and Nell Colbert at the June special meeting that were not reflected in the Treasurer's report ending balance and that tonight we received renewal dues from Johanna Langis, Sylvia Yost, and Aunita Padgett. We also received new member dues from Pamela LaPeter tonight, adding \$185.00 to our balance as of tonight. Nell noted that both Treasurers' Reports were emailed via the Unit's YahooGroups and were posted on the YahooGroups website. Nell also made hard copies available at the meeting for review by those who had not received the Treasurer's Report via email. Johanna Langis moved (seconded by Debi Shannon) that the Treasurer's Report be approved as written and filed for audit. Motion carried.

Nell Colbert shared items of correspondence received this month including: two newsletters from the Goldenrod Chamber of Commerce, a letter from one of our Girls State delegates, correspondence from the Department about the past convention, correspondence from the Department regarding our status with the IRS and a retraction of the Department's claim that our tax exempt status had been revoked by the IRS, and a solicitation of funds to support Shirley Frasier's campaign for national office. Nell also shared the May issue of the Department Communiqué, noting that the June issue has not yet been posted. Nell also pointed out several of the awards that we received at either the May Constitutional Conference or the June Department Convention.

Nell Colbert shared Information from the Post's Executive Committee meeting held last week, noting that we will receive a donation from the Post for our support of the April Yard Sale.

Because the Post is also changing officers, no amount was available but the agreement was for 50% of the proceeds from the Post's table that we helped to man.

COMMITTEE REPORTS:

- **Membership:** Nell reported that we added one new Junior member for 2012 and that as of tonight we have six 2013 senior renewals. At the close of books for 2012 we had 17 members; assuming that our membership goal will increase by one for 2013, our six renewals will bring us to 30%.
- **Children and Youth:** Aunita reported that we will be supporting the Post's Christmas in July activity on 7/29 that supports the Russell Home for Atypical Children. Everyone is asked to bring an unwrapped gift valued at \$10. Aunita indicated that the residents function at ages ranging from 10-14 and that they like board games, stuffed animals, etc.
- **Community Service:** Jo Anne and Aunita reported that they have nothing planned yet.
- **Education:** Nell reported that the information on-line shows that Education deals with providing an advanced education to those desiring a degree through scholarships and that all of the projects we've classified as "education" in the past like Reading Rockets, the Give 10 to Education School Supply Drive, etc. actually fall under Children and Youth.
- **Girls State:** Marge and Debi reported that we have received letters or emails from both our delegate and our alternate who was chosen to represent another unit. Nell passed around the letter from Kiley, our delegate, and Debi shared an email from Danielle, our alternate. Nell will find out from the Post when they plan to bring their Boys State delegates in for their presentations so that we can invite Kiley and Danielle to attend as well. Marge announced that the Department Convention approved an increase in fees to \$350.00 for the 2013 Girls State.
- **Juniors:** Patricia reported that the Juniors regularly help the Post with set up for the breakfasts and luncheons and the girls also help to serve the food. The Juniors have not held their first official meeting yet due to the See Cadet trip to Mayport.
- **Leadership:** Nell reported that we were recognized at both the 6th District Constitutional Conference and the Department Convention for our Leadership program. Nell suggested that we adopt Jo Anne's recommendation of doing a periodic new member orientation in an effort to teach our new members about the Auxiliary so that they will feel comfortable in being active with the unit.
- **Legislative:** Aunita reported that she continues to send emails to legislators on a regular basis. Nell suggested that everyone sign up for the CapWiz notifications because this service makes it very easy for us to be pro-active in corresponding with legislators about events important to the Legion. Just go to www.capwiz.com to sign up.
- **National Security:** Marge reported that she has clipped and sorted \$750.00 in coupons so far. Once she has \$1000 in coupons she will send them out to the base in Okinawa. There was a brief discussion about where to find coupons and Nell suggested for those who don't receive the newspaper that they log on to sites like www.coupons.com to download the coupons available.
- **Past President's Parley:** Aunita reported that our tea at the VA Nursing Home on July 7th was successful but that there were only three ladies in residence this time. The Colonel has had a stroke and is frightened about what is happening to her. There was a brief discussion about the possibility of supporting other nursing homes that house veterans or their spouses.
- **Poppies:** Aunita and Jo Anne reported that we had a very successful distribution for Memorial Day. We received a \$100 donation from a lady who visited the Oviedo Walgreens location. Nell noted that we only have a small handful of poppies left so we

need to order more. Aunita Padgett moved (seconded by Jo Anne Russell) that we order 500 Poppies for the Veterans Day sale and the 2013 Poppy Poster Contest. There was a brief discussion about how we conduct the poster contest and Jo Anne suggested that we include our Juniors in the contest and that we add Lawton Elementary as a second school to participate in the poster contest. Jo Anne will check with the Principal at Lawton to see if they are interested in having their 5th grade classes participate next May.

- **Veterans Affairs and Rehab:** Aunita and Jo Anne reported that we have delivered three large loads of goods to the VASH program at the VA Clinic but that we have not received the confirmation yet. There was a discussion about what kinds of goods we can donate and it was noted that they can use gently used items as well as new items.

OLD BUSINESS:

- Committee Chairs – Marge reviewed the list of our 2012-2013 Committee Chairs, noting that we need a Public Relations Chair.
- Department Convention update – Nell, Marge, Debi and Jo Anne reported that we learned a lot at this year's convention and recommended that everyone attend in the future since there are classes available to help us learn how to be a more effective unit.
- School Supply and Food Drives – There was a lengthy discussion as to whether or not these events should be continued since we are competing with other community organizations that are doing the same thing. Marge noted that Sam's is participating in Operation Shoe Box, a program collecting food for veterans. Jo Anne found that when she contacted locations like grocery stores, office supply stores, etc. they require that we obtain permission from their corporate offices to put a collection box for anything in their stores. Johanna Langis moved (seconded by Aunita Padgett) that we send letters out to corporations requesting cash donations to support our Veteran Holiday Gift Basket project. Motion carried. Debi Shannon volunteered to do the research to identify the addresses for the corporations we want to target and send out the letters. Nell noted that since the monies we raise from our Poppy distributions can only be used to rehabilitate wounded veterans or to support veterans and their families, we can supplement any donations we get by allocating Poppy funds to purchase the items we need for the Veteran food baskets. Aunita Padgett moved (seconded by Johanna Langis) that we drop the school supply drive for the fall and revisit it during the planning conference for implementation in time for delivery after the Christmas break. Motion carried.

NEW BUSINESS:

- Bank Account – Nell noted that since we have changed officers, we need to change signers on the bank account. Our Constitution and By Laws stipulate that the President, Vice President, Secretary-Treasurer, and Sgt-at-Arms are the signers. Therefore, Nell Colbert moved (seconded by Aunita Padgett) that we add Jo Anne Russell and drop Aunita Padgett from the account, keeping Marge Berrios, Nell Colbert and Johanna Langis on the account. Our signers will be:
 - Marge Berrios, President
 - Jo Anne Russell, Vice President
 - Nell Colbert, Secretary-Treasurer
 - Johanna Langis, Sgt-at-Arms

Nell will find out from the bank whether all signers need to meet at the bank or whether the change can be affected by just Jo Anne and Nell once the minutes are completed.

- Financial Review – As per our Constitution and By Laws, we are mandated to perform a financial review at the close of each fiscal year. Marge appointed the following unit members to the audit committee:

- Marge Berrios
- Aunita Padgett
- Jo Anne Russell
- Johanna Langis

The committee agreed to meet at the Post on Tuesday, July 17th at 10am to conduct the review. Nell explained that the review will probably take 2-3 hours due to the work that must be done to do a complete review. Nell will check with the Post to be sure that we can have access on Tuesday morning.

- Planning Conference – The group agreed to meet at the Post on Monday evening, August 20th to do our planning for 2012-2013. Nell will check with the Post to be sure the building is available.
- New Member Orientation – Nell Colbert moved (seconded by Johanna Langis) that setting the date for our first New Member Orientation be tabled until the Planning Conference. Motion carried.

OTHER BUSINESS:

Nell reminded everyone that the 6th District School of Instruction will be held on August 18th at Post 286 in Pinecastle. It is important for as many members as possible to attend as this is when we will receive our Plans of Action for 2012-2013 and learn about the programs and directions from national and the Department of FL.

After everyone placed their donations in the AEF piggy bank, Debi Shannon offered the benediction and Marge Berrios adjourned the meeting at 8:32pm.

Respectfully submitted



Nell Colbert
Secretary-Treasurer

Minutes approved _____

Nell Colbert, Secretary _____

Marge Berrios, President _____