

**Minutes of S. Gus Alexander, Jr. Memorial American Legion Post 111,
Department of Texas
Meeting**

5 June 2018

Regular meeting called to order at 19:10 by Commander, Jan Cloud.

Roll call of officers:

Commander, Jan Cloud---present
Vice Commander, Bob Betik---unexcused
Adjutant, Bob Betik---unexcused
Judge Advocate, Gary Smith---present
Finance Officer, Gary Smith---present
Sergeant-at-Arms, Pat McEnroe---excused
Chaplain, Charlie Nations---present
Service Officer, Johnny Lewis---unexcused
Historian---vacant
Trustee Chairman (2016), Gary Poplin---excused
Trustee (2017), Pat McEnroe---excused
Trustee (2018), Johnny Lewis---unexcused

Officers present: 3
Other voting members present:

Total voting members present 3

Guests present: 0
SAL 0

Total present: 3

Commander Jan Cloud opened the meeting without ceremony.

Roll call was held and the results are indicated above and a quorum was **not** established. Therefore, no business could be conducted.

The meeting was shortened since there was not a quorum and only Membership and SAL reports were given.

Although a Finance Report was not presented, Gary Smith stated that a review of finance books for 2014, 2015, 2016 & 2017 was completed and there were no issues found. Also, bonding for officers that do or may handle money was renewed for 3 years.

Membership Report: The membership report was presented by Gary Smith. Post 111 has exceeded its membership goal and stands at 107.87%, which is 137 members. Post 111 is in 4th place among 20 Posts for meeting and exceeding goal.

Oratorical report: No report given.

Boys/Girls State Report: No report given.

Jr. ROTC report: No report given.

Webmaster Report: No report given.

SAL report: Squadron 111 has exceeded its membership goal and stands at 118.75%, which is 19 members. Squadron 111 is in 2nd place among 10 Squadrons for meeting and exceeding goal.

AL Riders: No report given.

Trustee Report: No report given.

Building Report:

- Painting of the building exterior still needs to be completed.
- Security camera system still needs to be installed.
- Gary Smith reported that we will need to upgrade the lighting in Suite 201 because some of the fixtures lights keep going out.

Unfinished business: (These items will be updated at next meeting when a quorum is established.)

1. Johnny Lewis is heading up the Boys/Girls State program, with 2 young ladies already selected and 3 more individuals (up to 5 total) to be selected.
2. Gary Smith and David Schneider are still working on the virtual meeting capability.
3. Name badges for Post 111 officers. After tonight's election of officers, Gary Smith will order name badges for each officer. These badges are to be worn when officers attend events in a public or official capacity. The item was approved at a previous meeting.
4. Form 401: Statement of Change of name of agent. Gary Smith is currently the agent of record for the State of Texas regarding Post 111's non-profit status, due again in 2021. Also, form 802, another 501c status form, must be filled out every 4 years. Bob Betik is the new agent.
5. Now that Post 111 elections are completed, an internal review of the books is required. The review meeting for this purpose has been set for Tues., 08 May at 09:00 at the Post 111 office. This review will require a minimum of 3 people and should take about 2 hours. Any currently paid up members are welcome to participate.

New business: No new business conducted

Sick Call: Gary Smith and Sky Cloud are still undergoing treatment for their injury and illness respectively.

For the Good of the Legion:

No drawing conducted since there was not a quorum established; therefore, the monetary prize increases will remain at \$115 for the drawing at the July meeting.

No closing ceremonies were conducted by Commander Jan Cloud and the meeting was adjourned at 19:37.

These meeting minutes were transcribed by Gatry Smith, Finance Officer and approved by Jan Cloud, Commander. _____ Date: 6/7/2018.

Minutes approved by membership: _____.



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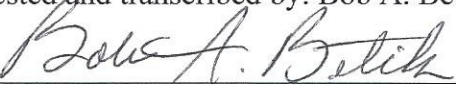
At the 01 May, 2018 regular meeting, the membership selected a financial review committee to review Post 111's financial records. It was agreed that the review would be conducted on Tuesday, 08 May, 2018 at 0900 hours at Post 111's office in Suite 204. The review committee consisted of Pat McEnroe, Trustee (2017), Johnny Lewis, Trustee (2018) and Bob Betik, Vice Commander/Adjutant. Finance Officer Gary Smith was present to answer any questions the committee might have. The review commenced at 0906.

A review had not been conducted for years 2014, 2015, 2016 and 2017; therefore, the reviewed conducted in chronological order, starting with 2014.

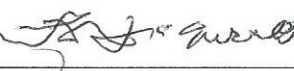
The review consisted of selecting several random ledger items from each year and tracing them through the accounting system from start to finish. On the expenditure side, invoices were checked against work or items received, checks issued for the payments, and then reflected as debits in the corresponding bank statements. On the revenue income side, deposits were checked for the appropriate amounts deposited (e.g., membership dues and office space rentals). Bank statements were reviewed for appropriate deposits, expenditures, and transfers of money between the checking and savings accounts.

No discrepancies were found in the books for any of the four years reviewed. The committee agreed to approve the books as they are and approved them as a financial record of Post 111's income, expenses, assets and net worth. The review meeting adjourned at 1130 hours.

Attested and transcribed by: Bob A. Betik, Vice Commander/Adjutant



Attested: Pat McEnroe



Attested: Johnny Lewis

