

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

16 January 2010

Executive Committee Meeting Called to Order at 1007L

Roll Call of Officers:

Gary Smith, Commander – Present & Providing
S.A. LeJune, Vice-Commander – Present
Steve Kennedy, Adjutant - Present
Pat Sansom, Finance Officer - Present
 Charles Nations, Chaplain – Excused
 Gary Poplin, Judge Advocate – Excused
Steve Kennedy, Historian - Present
 Jerry Adams, Service Officer - Unexcused
Jim Swafford - Sergeant at Arms – Present
Pat McEnroe, Trustee Chairman – Present
Ed Jones, Trustee – Present
 Luis Santana, Trustee – Unexcused

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| Officers Present: | 7 |
| Other voting members present: | 0 |
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| Total voting members present | 7 |
| Guests Present: | 0 |
| SAL | 0 |
| AL Auxiliary | 0 |
| Total Present: | 7 |

The Executive Committee meeting was called by the Post Commander to address the recent theft of an air conditioning unit on the south side of the building. Discussion topics will include replacement of the air conditioning unit and future protection of post assets.

Since Gary Poplin could not be present at the meeting, the Commander read an email from Gary Poplin that described his thoughts about immediate action and how to move ahead, including:

“- We need to replace the unit asap, the exposed elements of the remainder of the system will suffer from non use and exposure to the elements. Delaying the replacement would be a less than desirable move.

- We already have two insurance claims that have expired because we delayed action.
- We cannot show or lease offices that are not with air and heat.”

The Commander stated that the Post does plan on filing an insurance claim as soon as possible. The Post is awaiting forms from the insurance company to be submitted. We will be required to submit a cost

estimate and the original cost of the stolen equipment. The Post has a \$1000 deductible on our policy. Estimate received from Mathis Air & Heating (original installer) for replacing the unit is \$3550. This includes upgrading coolant to 410 from R22. Original cost of the unit was \$4600 which included wiring for the installation.

S.A. LeJune asked if we intended to pursue any further bids. The Commander stated that we could pursue bids if membership felt it was the best course.

In addition to the theft of the one air conditioning unit, the power cable was cut to a second unit and has rendered it inoperable. A priority action needs to be to restore power to that unit.

The Commander stated that no leasable offices are affected by the stolen unit. The Commander shared his thoughts that there is no urgency in replacing the stolen unit. Definitely needs to be done at some point, but not now.

S.A. LeJune stated that we need to cap off the coolant lines. Exposed wiring needs to be protected as a safety item.

Ed Jones stated that his son can get a replacement unit at wholesale and can do the labor at no charge. He estimated a new 4-ton unit at approximately \$1200. S.A. LeJune made a motion to accept Ed's son's offer for replacing the unit. Jim Swafford seconded the motion. A vote was called and the motion carried.

The Commander discussed as estimate the he had received from Trubold Security. Some of the options discussed include:

1. A turn-key exterior surveillance system that includes an alarm for the air conditioning unit wiring if the power lines are cut (estimated cost \$1353)
2. Add two exterior cameras to the existing security system (estimated cost \$812)
3. Running wire to the air conditioning unit for alarm (estimated cost \$130)

The Commander further stated that Joe O'Neil has proposed a cage to be built around the air conditioning units to provide physical security. Ed Jones also stated that it would be possible to secure the units with chains. The Executive Committee members concurred that a new unit will not be installed until physical security efforts are resolved.

Other thoughts on physical security:

- Recommended improved outdoor lighting, possibly with motion sensors
- We could add our own exterior cameras to the existing security system

The Commander summarized our major steps as

1. File insurance claim for stolen unit
2. Fix wiring for the other affected unit.
3. Put security fix in place for all units (combination of cage and/or chains, lighting, cameras)
4. Replace stolen unit using Ed's son's offer

The Executive Committee provided direction to proceed with efforts to secure the remaining units.

The Commander adjourned the meeting at 1055L.

The meeting minutes were recorded and transcribed by Steve Kennedy, Adjutant, and approved by Gary Smith, Commander.

_____ Date: _____

Minutes approved by Membership: _____