American Legion Auxiliary, Unit 291
215 15th Street, Newport Beach, CA 92663
EXECUTIVE BOARD MEETING MINUTES
Date: July 9, 2026 Time: 6:00 pm

- **CALL TO ORDER - Silence your cell phones**
- **Officer Substitution**
- **The colors are posted.**
- **Chaplain's Prayer, Karren Schaeffer, Chaplain**
- **Pledge of Allegiance. Stacy Eickhoff, Sgt-at-Arms**
- **Roll Call of Officers, Veronica Andler-Lopez, Secretary** P=Present E=Excused A=Absent Quorum = 14
- **Approval of Minutes** –The minutes for the Executive Board Meeting held on May 07, 2026, were approved as written.

P	President Cynthia Minucci Neal	P	Chaplain Karren Schaeffer	P	Parliamentarian & Executive Committee Peggy Bengry
P	1st Vice President Bobbi Renaghan	P	Historian Sue Lindsey	P	Executive Committee Janet du Monceau de Bergendal
P	2nd Vice President Bonnie Robertson	P	Sergeant at Arms Stacy Eickhoff	P	Executive Committee Janice Flanaghan
P	Secretary Veronica Andler-Lopez	--	Asst. Sergeant at Arms Open	P	Executive Committee Dana Johnston
P	Treasurer Jan Kennedy	P	Jr. Past President Mary Beth Martin	P	Executive Committee Jan Woolford

REPORTS

- **President, Cynthia Minucci Neal** - Banking updates include changing the authorized signers to President, Secretary, and Treasurer, and changing of the accounts to a non-profit status. Google has officially approved the Auxiliary as a non-profit organization within Google Workspace. Finalizing the contract for the storage unit facility. Introduced Barbara Durst Taylor as the Sign-Up-genius program system volunteer.
- **1st Vice President / Membership, Bobbi Renaghan -** ALAMIS membership system is being updated so members can print their own cards. We currently have a total of 1929 members and counting.
- **2nd Vice President / Fundraising, Bonnie Robertson** - October 4th, 2026, Mad Hatter Tea Party, and October 22, 2026, the Holiday Boutique. December 5th, Christmas Workshop and White Elephant.
- **Secretary, Veronica Lopez-Andler** - Officers and Committee reports shall be submitted to the Secretary no later than the last day of the month preceding the scheduled meeting. Reports may be submitted electronically or in writing. Officer reports are limited to five (5) minutes. Committee and member reports are limited to three (3) minutes. All motions and reports must be in writing with the name of the person making the motion, dated and submitted to the Secretary.
- **Treasurer, Jan Kennedy** - Update on the financials and the transition to a new treasurer
- **Chaplain Karren Schaeffe**r - Provided updates regarding birthdays, well wishes, and condolences. A list of birthdays and the process for sending cards will be provided by Cynthia.
- **Sergeant-at-Arms Stacy Eickhoff -** Discussed the vacancy for Assistant Sergeant-at-Arms and the need for a temporary appointment. ~~Suggests amending the rules to allow the president to temporarily appoint an officer.~~ Stated the need for two temporary assistant Sergeants at Arms, Danna Johnston and Jan Woolford, volunteers for two Meetings. The Executive Board will make a recommendation to appoint a temporary officer.

STANDING COMMITTEES

- **Americanism, Diane Torrence** - Provides an update on Americanism activities, including the collection of flags for proper disposal. Suggested giving a class on proper folding and respectful flag disposal.

- **Children and Youth, Myra Alvermann & Barbara Sharkey** - Provides an update on the Children and Youth program, including the report on the summer camp program serving approximately 250 Camp Pendleton Children. They need donations of school supplies for the upcoming school year. They are working with the Foundation for Women Warriors and Expecting Mothers at VA Long Beach.
- **Community Donations – Christine Beilby**
  Motion: To donate $1,000.00 to Healing Waters for fly fishing for Veterans. ~~MSA~~ M/S/C
  Motion: To donate $1,000.00 to Cell Dogs to train service dogs for veterans and first responders with PTSD.M/S/C
  Motion: To donate $600 for eight veterans to attend a comedy dinner on July 18th, 2026~~. MSA~~ M/S/C
- **Community Service, Project Bearable, Bonnie Pollak -** Update on the Bear project, including the distribution of bears to veterans and their families. Received a $300 donation for the Bear Project.
- **Constitution & Bylaws, Janet du Monceau de Bergendal -** Ordered Unit handbooks for New Unit officers. Discussed possible amendments, additions, and deletions to the Unit Bylaws and Standing Rules. Existing Rules/policies for the August E-Board meeting. Suggested changes should be sent to Janet du Monceau de Bergendal and received by August 6th by email.
- **Girls State, Caroline Miller -** Provided an update on the Girls State session June 22-June 27 at UC Riverside. A banquet will be held on August 10th for 435 delegates.
- **National Security, Karren Schaeffer** - Discussed the upcoming October 12 blood drive and encouraged members to schedule appointments through the Red Cross website.
- **Poppy, Bobbi Renaghan -** Raised $43,925, and mentions the popularity of the memory remembrance cards.
- **Public Relations, Heidi Sargeant -** Cynthia read the public relations report in Heidi Sargeant's absence. Presented flyers for the Tunnels to Towers 5K run and walk in Huntington Beach on September 19. Requesting birthday cards to be sent to Alex Shavira from Post 261 for his 100th birthday, a World War II veteran, organized by the district.
- **VA & R, Marilyn Anania & Rosanne Freilich -** Community partnerships, including Coastline Community College, Orange Coast College, Santa Ana Community College, Hero's Landing Housing, US Vets OC, and the Long Beach Veterans Hospital and P.I.E.R., Fisher House, Women's Social, Veteran Social, Bingo, Bunco Social, and Junior Activities. The VA&R is considering new projects such as Operation Harmony and a care package for US troops, with the Elks Club in Huntington Beach as a potential partner. Discussion on continuing Scholarship funds to send Veterans to local community colleges.

SPECIAL COMMITTEES

- **Old Business, Cynthia Minucci Neal -** Discussed the success of the student veteran program, which helps veterans continue their education without needing a second job. The program is funded by the auxiliary, with $12,000 distributed annually to students who meet certain criteria. Emphasizes the importance of maintaining a 63-65% distribution rate for nonprofit status, which the program helps achieve. The VA&R is considering continuing the program on a yearly basis to support more veterans.
- **New Business, Janet du Monceau de Bergendal -** All members need to give their name and title at each meeting to be recognized. Only elected officers may vote during Executive Board meetings.
- **NEXT EXECUTIVE BOARD MEETING** – The next meeting is August 13, 2026, and will be held in the Fireside Rm at 6 pm.
- **NEXT DISTRICT MEETING –** The next District meeting will be on August 8, 2026, at 10:00 am, located at Post 132 Orange, 143 S. Lemon St., Orange, CA 92866
- **Closing Prayer – Karen Schaeffer**

ADJOURNMENT – Time: 8:11 PM