



**NEWPORT HARBOR UNIT 291
AMERICAN LEGION AUXILIARY
215 E. 15TH STREET, NEWPORT BEACH, CA 92663**

EXECUTIVE BOARD EMERGENCY MEETING MINUTES

Date: Thursday, December 7, 2023

CALL TO ORDER - Silence your cell phones Time: 5:30PM

- ❖ **Chaplain’s Prayer** – Sharon Morgan, Chaplain
- ❖ **Pledge of Allegiance** – Janz Simmons, Sgt-at-Arms
- ❖ **Roll Call of Officers** – Cynthia Minucci Neal, Secretary

The quorum of this Board shall be 9 members. 10 members were present.

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| <input checked="" type="checkbox"/> Mary Beth Martin | <input type="checkbox"/> Sue Lindsey | <input checked="" type="checkbox"/> Kim Philhart |
| <input type="checkbox"/> Dana Johnston | <input checked="" type="checkbox"/> Janz Simmons | <input checked="" type="checkbox"/> Bobbi Renaghan |
| <input checked="" type="checkbox"/> Cynthia Minucci Neal | <input checked="" type="checkbox"/> Stacy Eickhoff | <input checked="" type="checkbox"/> Jan Woolford |
| <input type="checkbox"/> Laura Farr | <input checked="" type="checkbox"/> Peggy Bengry | <input checked="" type="checkbox"/> Cindy Edes |
| <input checked="" type="checkbox"/> Sharon Morgan | <input type="checkbox"/> Cynthia Culp | |

- ❖ **New Business** – This emergency Executive Board meeting is to be held over a Zoom conference and has been called to order for the following motions:
- ❖ **Other Business**
 - **Motion 1**
 - With the passing of President Debbie Schubert, the position of President is open. Per the Bylaws, “in case of death or resignation of the President, the First Vice President becomes President for the unexpired term”. To proceed as directed per our bylaws, the Executive Board proceeds to fill the position with our 1st Vice President Mary Beth Martin as the next President. Mary Beth Martin, President shall be signatory on all the American Legion Auxiliary Unit 291 bank accounts and Key Executive in Control.
Peggy Bengry moved, was 2nd by Sharon Morgan, Motion was Approved by all.
 - Laura Farr will continue as Treasurer and Key Executive in Control.

➤ Motion 2

- Cynthia Minucci Neal, as Secretary of the American Legion Auxiliary Unit 291, will be third signatory on all the American Legion Auxiliary Unit 291 bank accounts as per the Standing Rules.

Peggy Bengry moved, 2nd by Janz Simmons, Motion was Approved by all.

➤ Motion 3

- Motion to help subsidize Debbie Shubert's Memorial with the American Legion not to exceed \$3,000.00. Moved, 2nd, Motion was Approved by all.

❖ **Other Business**

- Draping of the Charter – Discussion on options for Draping of the Charter to be discussed later.
- Sharon Morgan, Chaplain to submit Member Data Form to District and Department, and In Living Tribute form to our Treasurer for \$15 to honor the person, District and Department.
- Cynthia Minucci Neal, Secretary to submit update on President, Secretary, and Treasurer information form to secretaries at the District and Department.

❖ **Closing Prayer** - Sharon Morgan, Chaplain

THE NEXT REGULAR EXECUTIVE BOARD MEETING – Monday, January 8, 2024, in the Fireside Room at 6:00pm.

ADJOURNMENT – Time: 5:45PM