



**American Legion Auxiliary, Unit 291**  
**215 15<sup>th</sup> Street, Newport Beach, CA 92663**

**EXECUTIVE BOARD MINUTES**

**Date: October 9, 2025 Time: 6:10 PM**

**CALL TO ORDER - Silence your cell phones**

- ❖ **Officer Substitution –**
- ❖ **The colors are posted.**
- ❖ **Chaplain’s Prayer – Mary Ann Leonard, Chaplain**
- ❖ **Pledge of Allegiance – Stacy Eickhoff, Sgt-at-Arms**
- ❖ **Roll Call of Officers – Leslie Dinkel, Secretary**

P	President Cynthia Minucci Neal	P	Chaplain Mary Ann Leonard	P	Executive Committee & Parliamentarian Peggy Bengry
P	1 <sup>st</sup> Vice President Bobbi Renaghan	P	Historian Mary Beth Martin	P	Executive Committee Janet du Monceau de Bergendal
P	2nd Vice President Bonnie Robertson	P	Sergeant at Arms Stacy Eickhoff	P	Executive Committee Janice Flanagan
P	Secretary Leslie Dinkel	E	Asst. Sergeant at Arms Becky Cooper	E	Executive Committee Dana Johnston
E	Treasurer Laura Farr	P	Jr. Past President Mary Beth Martin	P	Executive Committee Jan Woolford

P=Present E=Excused A=Absent Quorum = 9

**Approval of Minutes** –The minutes for the Executive Board Meeting held on September 11, 2025 were approved as corrected. Correction was a typographical error.

**REPORTS**

❖ **President, Cynthia Minucci Neal**

- Meeting protocol for time limits for reports for Executive Board and General Membership meetings. Five (5) minutes for officers; three (3) minutes for committee chairmen.
- Special guests at the General Monthly Membership meeting Nick Armand from Fullerton CC and Heather White.
- Sign Up Genius – Attendance at the General Monthly Membership meetings was discussed.
  - No Auxiliary Volunteer hours for attending general membership meetings starting in January 2026. Auxiliary Volunteer hours should only be for volunteering for attending events and volunteering for Auxiliary functions. **Motion** to remove Auxiliary volunteer hours for attending General Monthly Membership meetings beginning in January, 2026. Motion was made and 2<sup>nd</sup>, Carried.
  - Notification to all members by USPS will be required because not every member has provided alternative contact information (besides an address).
  - Sign in / out procedures at event or volunteering was discussed.
- Use of hybrid meetings was discussed (i.e. Zoom meetings)

- Completion of Past President's Plaque Restoration Project – Presented by Janet du Monceau de Bergendal
  - Motion was modified to include funding:  
**MOTION:** I move to approve \$2,800.00 to be funded from the Reserve Fund for the final phase of the *Past President Plaque Restoration Project*, which commemorates the leadership and service of the American Legion Auxiliary Newport Harbor Unit 291 Past Presidents dating back to 1925. Motion was made and 2<sup>nd</sup>, Motion carried.
  - Mid-Year Reports
    - Due to District by December 1<sup>st</sup>. Emailed the District 29 October includes the mid-year Report documents
- ❖ **1<sup>st</sup> Vice President / Membership, Bobbi Renaghan**
  - Membership Update- we have 2010 Seniors; 44 Juniors ; 999 Renewals to date
- ❖ **2<sup>nd</sup> Vice President / Fundraising, Bonnie Robertson – Tea** was a success. Next Tea is scheduled for April 18, 2026. Our net profit was \$6,480.00 because we had a food sponsor. Profits from raffle ticket sales still being tabulated.
- ❖ **100 Year Gala-** October 18, 2025. We need ticket sales!
- ❖ **Envelope Stuffing-** November 3, 2025 10:00 AM-4 PM
- ❖ **Holiday Boutique-** November 20, 2025. Time: 3PM-7PM \$5.00 admission fee. We have 40+ vendors, [and a wine bar](#)
- ❖ Secretary, Leslie Dinkel – No Report
- ❖ Treasurer, Laura Farr – No Report
- ❖ **Chaplain, Mary Ann Leonard**
  - Gave a report on sending a get well card to a member.
- ❖ **Historian, Mary Beth Martin**
  - We're having a History Quiz this month, questions about our special visitors from the decades.
  - Update on the Veterans' Day Project
- ❖ Parliamentarian, Peggy Bengry – No Report
- ❖ Executive Committee – Peggy Bengry, Janet du Monceau de Bergendal, Janice Flanagan, Bobbi Renaghan, Jan Woolford – No Report
- ❖ Junior Past President, Mary Beth Martin – No Report

### **STANDING COMMITTEES**

- ❖ Americanism, Carol Markel - No Report
- ❖ Auxiliary Emergency Fund, Jan Woolford – No Report
- ❖ **Chair Covers & ALA 291 Merchandise, Janz Simmons** – No Report
- ❖ **Children and Youth, Myra Alvermann**
  - Halloween Party update.
- ❖ **Community Donations** – Christine Beilby
  - **Canine Companions for Independence** **Suggested Donation \$1,000**  
decades, Canine companions has been empowering veterans by providing service dogs- free of charge, strengthening their everyday lives. The Canine Companions for Independence (CCI) is a non-profit organization dedicated to serving the needs of people with physical and developmental disabilities by providing trained companion assistance dogs and by providing continuing support to ensure the success of the working team. CCI's assistance dogs are trained to respond to more than 50 specialized commands and become the physical extensions of their disabled partners by performing a variety of basic tasks. There are four types of assistance

dogs: service dogs that perform practical tasks for a person with a physical or developmental disability; hearing dogs that are trained to alert people who are deaf or hard-of-hearing to important sounds such as telephone, alarm clock, and smoke alarm; skilled companions that provide companionship and some physical tasks; and facility dogs that work with professional caregivers in environments where interaction with a trained dog can improve the physical, mental, or emotional health of participants.

**MOTION:** Community Donations moves to donate \$1,000.00 to Canine Companions for Independence to provide food for these dogs during their entire professional training. Motion was made and 2<sup>nd</sup>, Motion carried.

➤ **Heroes Hall at Orange County Fair Grounds** **Suggested Donation \$500**

This is 100% Veteran program. Nov 8<sup>th</sup> Heroes Hall will be hosting a Veteran's Day event, open to the public with family activities, free food & exhibits highlighting veteran's stories.

Rational: This donation will support their Veteran services/events.

**MOTION:** Community Donations makes a motion to donate \$500.00 to Heroes Hall at Orange County Fairgrounds to support their Veterans' Day event. Motion was made and 2<sup>nd</sup>, Motion carried.

➤ **Orange County Rescue Mission** **Suggested Donation \$500**

Since 1963 this organization has served homeless people in our community. They are a 501(c) nonprofit focused on reducing homelessness. They provide a multitude of services such as meals, shelter, clothing, etc. for the homeless, including veterans. In addition, their programs provide assistance in the areas of guidance, counseling, education, job training and health care. Their goal is to treat each person who comes to them for help with respect and dignity. They carefully consider how to implement an individual Treatment Plan for those who come to them for help. They do not want to give a handout that continues the cycle of homelessness. Rather, their programs provide a hand up to help those in need take responsibility for their lives

**MOTION:** Community Donations moves to donate \$500.00 to the Orange County Rescue Mission to support their efforts in assisting community members in need, including our veteran population. Motion amended. Amended motion- Community Donations amends the motion to donate \$1,000.00 to the Orange County Rescue Mission to support their efforts in assisting community members in need, including our veteran population. Motion was made and 2<sup>nd</sup>, Motion carried.

❖ **Community Service, Bonnie Pollak** – Presented by Jan Woolford

- Project Bearable - A project to make little bears that can be given out to people in need of a little comfort ie: children; seniors; assisted living facilities. Liaisons needed to reach out to local fire departments; police departments; assisted living facilities to determine if there's a need. Volunteers will be needed to construct the bears. Volunteer hours can be earned.

❖ **Constitution & Bylaws, Janet du Monceau de Bergendal- Update on Bylaws**

- Change to Standing Rule, Article V, Section 2.  
Adding Subsection (a).  
Rationale:
  1. Allows an Executive Board or General Membership meeting to be held in person AND electronically simultaneously.
  2. Example- Occupancy Safety Regulations, per International Building Code (IBC).Reading of Standing Rule, Article V, Section 2.

**MOTION:** Constitution and bylaws moves to add Subsection (a) to Standing Rule, Article 5, Section 2 to read as follows: "This would also include meetings held simultaneously in person and electronically. Motion was made and 2<sup>nd</sup>, Motion carried

- ❖ Education, Barbara Melum – No Report
- ❖ Girls State, Caroline Miller – No Report
- ❖ **Juniors, Stacy Eickhoff**
  - Working on volunteers for Halloween Party; Juniors helping with Valentine Bags
- ❖ Leadership, Dana Johnston – No Report
- ❖ Legislative, Pia Thompson - No Report
- ❖ **Music, Mary Ann Leonard** Report
  - Song selection for the General Monthly meeting is ALA Unit 291's 100<sup>th</sup> Anniversary Song
- ❖ **National Security, Karren Schaeffer**
  - Update on Blood Drive- we have 39 donors lined up for Monday, October 13<sup>th</sup>
- ❖ Past President Parley, Mary Beth Martin – No Report
- ❖ Poppy, Bobbi Renaghan – No Report
- ❖ Public Relations, Heidi Sargeant – No Report
- ❖ Time Keeper, Mary Beth Martin – No Report
- ❖ Salute to Service, Julie Sanborn - No Report
- ❖ **Troop Shipping, Teri Adams**
  - Update on Troop Shipping - Partnering with the USO to send our packages with no cost to us. Our contributions must be to the USO representative by November 5<sup>th</sup> for packaging 150 boxes.. Our scheduled November 22<sup>nd</sup>, packing date will be cancelled.
  
- ❖ VA & R, Marilyn Anania - No Report

## **SPECIAL COMMITTEES**

### **Old Business**

- ❖ **100 - Year Anniversary Committee – Bonnie Robertson**
  - Updated on the October 18<sup>th</sup> 100 - year Anniversary Dinner / Dance.

**New Business** Two more Front Door Access training sessions have been added. Dates will be posted

None

- ❖ **NEXT EXECUTIVE BOARD MEETING** – The next meeting is November 13, 2025. It will be held in the Fireside Room at 6:00pm.
  
- ❖ **NEXT DISTRICT MEETING** – The next District meeting will be on October 11, 2025 at Orange Post 132 located at 143 South Lemon Street, Orange, CA
  
- ❖ **Closing Prayer – Mary Ann Leonard, Chaplain**

**ADJOURNMENT** – Time: 8:02 PM