

American Legion War Memorial Commission

401 Van Ness, Room 101

San Francisco, CA 94102

Date and Time: March 7, 2023 4:00 PM Pacific Time (US and Canada)

MINUTES

Pledge of Allegiance.

Roll Call: Introduction of Guests.

Posts Present:		Guests:
001 Stefanos Zygomalas	456 Gary Gee	ALWMC: Merc Martinelli
315 Paul Cox	505 Eddie Ramirez	Chair: Courtney Ellington
333 Alex Secord	510 X	Finance: Jeff Sheibels
384 Nelson Lum	599 Hanley Chan	Post 384: CJ Reeves
448 Jimmy McConnel	600. X	VSC: Jerry Rente
		Gallery: Janice Tong
		Post 1: Jason Chittavong
		Guest: Winston Hong
		Post 1: Henry Matallana

Review/Approve Current Agenda:

Zygomalas requested to add Vets Supporting

Ramirez motion with McConnel 2nd to approve addenda. Passed.

Review/Approval of Previous Commission Minutes:

McConnell motion with Jeff 2nd Passed.

CHAIRMAN'S REPORT: Courtney Ellington

- Traffic is increasing in the building, continue to have events! Recent events included the Arts & Entertainment, Hoops for Troops, the CMVR event and the Job Fair.
- General Bristo will be visiting this Thursday to talk about educators and the ROTC. A flyer will go out for this asap. He arrives at 2:00pm.
- If an organization wants to have an office in the building, please contact Ellington or Martinelli for next steps.
- Website is updated and will continue to be updated. Please send any updates info to Martinelli.
- Organizations that are currently in this building don't need a sponsor. Call Ellington if help needed for A/V equipment set up.
- Cox noted that Room 207 is a mess and needs to be cleaned up! Add signs to wall to let users know they need to leave the room as they found it. No food storage allowed!

VICE CHAIR'S REPORT: Eddie Ramirez

- Clean-up update: need to coordinate asap! Ellington to arrange for a dumpster on either Tue the 28th or Thu the 30th.
- Room 202 is a former Free Mason lodge Ramirez is open to reaching out to the CA Free Masons to see if they want to start a lodge here - they could use their money to help us. Do a survey of internal residents first, Ellington will drive this survey.

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FINANCE REPORT: Jeff Sheibles

Balance of All Accounts:	\$24,855.83
Commission Fund (US Bank):	\$2,597.38
Commission Checking (BofA):	\$13,841.64
Commission Checking (US Bank):	\$8,416.81

Profit & Loss: \$549.00

- Open Remarks:
 - We had our 1st Zelle donation!
 - Sheibles will generate a year-to-year report for next meeting.

Cox motion Lum 2nd Cox getting reimbursed for \$23.99 HDMI cable. Passed.
Motion to accept the finance report by McConnel, Ramirez 2nd. Passed

GALLERY REPORT: Janice Tong

- Tong did 3 gallery tours for potential exhibitors. Ramirez noted it is important to share tour info for grants, etc..
- Ellington wants the security kiosk moved away from the entrance of the gallery.
- OK to post on the tombstone - but use painter's tape!

NEW BUSINESS:

- Vets Supporting: They must start with Ellington to get approval. This request will be on the agenda next month.
- Martinelli will send out monthly highlight on the website.

OLD BUSINESS:

- Office Space and letter to Patriotic Organizations: Ellington to put out short survey.
- Access cards - Martinelli has this list ready for approval, please review.
- Upcoming Events: Let Room 101 know, we can help!

FOR THE GOOD OF THE ORDER:

- 448 Fund Raiser on St. Patrick's Day at 440 Castro.
- Post 599 Casino in the Green Room also on St. Patrick's Day

ADJOURNMENT:

- Motion to adjourn McConnel, Sheibles 2nd. Adjourned at 1714.

NEXT MEETING:

- April 4th, 2023 via Zoom or in-person