



American Legion War Memorial Commission

401 Van Ness, Room 101
San Francisco, CA 94102



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

MINUTES

Pledge of Allegiance.

Roll Call: Introduction of Guests.

Posts Present:		Guests:
001 Jason Chittavong	456 X	ALWMC: Merc Martinelli
315 Paul Cox	505 Eddie Ramirez	Chair: Courtney Ellington
333 Alex Secord	510 X	Finance: Jeff Sheibels
384 Nelson Lum	599 Jeff Sheibels	Post 333: Timothy Lyons
448 Jimmy McConnell	600 X	Post 333: Catlyn Olaiverez
		Post 448: Tony Benfield
		OVOV: Madison Olaiverez
		OVOV: Maurice Hankins
		OVOV: Dwayne Martin
		OVOV: Quentin Johnson
		OVOV: Hongqing Jiao
		OVOV: Andre Adams
		VSC: C. Hernandez

Review/Approve Current Agenda:

Lum requested to add OVOV office vandalism discussion.

Ramirez motion with McConnel 2nd to approve amended agenda. Passed.

Review/Approval of Previous Commission Minutes:

McConnell motion with Jeff 2nd to approve minutes. Passed.

CHAIRMAN'S REPORT: Courtney Ellington

- General Bristo presentation went well.
- Met with Levin and Burke-Hill about space. Federal Organizations and Organizations that are not supporting Vets directly will not be assigned an office. Can use conference rooms if sponsored by a Post.
- The security desk is going to be moved to allow better access to the Gallery.
- Ellington recommendation – Post 599 moves to Room 224E on Jun 1st.
 - Motion Cox with Ramirez 2nd for Post 599 to move into Vets in Tech Office,. Passed.
- Dan Evenhouse is a VA representative so they can't hold an office, but they can use utilize conference rooms with Post sponsorship. Ellington requested Post 510 share an office with DAR and Hero's Voices in office 224C.
 - Motion Ramirez, Sheibels 2nd for District 8 Posts to have an office and it shall be provided. Passed.
- Should organizations be able to store items in their office?



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- Motion Sheibels, Lum 2nd to allow storage. Passed.
- Cox noted that the web-based Room Request Form needs alteration.
 - Requester needs receipt.
- 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.
- Ellington mentioned that an inventory was taken in Room 207 and will be updated every Tuesday. Martinelli will add a terms section to the Room request approval email that the user understands they need to leave the room as they found it.
- No food storage allowed.

VICE CHAIR'S REPORT: Eddie Ramirez

- None.

FINANCE REPORT: Jeff Sheibels

Gross Profit - \$4,690.11
Total Expenditures: \$8,470.37
Net Revenue: -\$3,780.26

G&A: -\$4,012.38
Fundraising: \$240.00
Programs: -\$39.54

Assets: \$23,803.70

- Open Remarks:
 - Got a \$125 donation from OneVet OneVoice.
 - Description of how report ties to accepted accounting practices.
 - Cox thinks the report is too long at 16 pages.
 - Cox and Sheibels to meet to discuss reports.
 - Motion to accept the finance report by Ramirez, McConnell 2nd. Passed.

GALLERY REPORT:

No report.

NEW BUSINESS:

- Continue to get rid of junk – Ramirez will schedule another clean up.
- Ellington thinks that the clothes in 224 are just hanging there. Should be donated.
- Cox wants to move the green cabinet back to Room 207.
- 207 inventory on Tuesdays (weekly) – Martinelli will make organizations aware of the need to put the room back to the way they found it.
- Post 333/OVOV office – desk was vandalized and important papers were trashed. A new member of Post 599 was responsible for this. Jeff Sheibels, Valerie Sheibels and Hanley Chan were present when this happened. Sheibles sent Ellington a text about this after the situation occurred. Sheibels didn't want to name the person. This person said he will buy a new desk.
 - McConnell - What should be the punishment?



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- Lum was asking why Courtney put “American Legion” in the email. Courtney replied that she has been disrespected over time by the leaders in the 8th District Legion.
- Ramirez said Individual posts need to be respected!
- Benfield said let’s look at the camera footage.
- Courtney said that the person should not be allowed in the Post 333/OVO office until Post 599 gets a new office.
 - Lum motion to not allow access for the remainder of this calendar year. McConnell 2nd. Passed w/ Post 559 abstention.
- Motion for Vets Supporting to get shared office with Post 1 by Cox, McConnell 2nd. Passed.
 - Need to set precedence for Room conditions.
 - Courtney will take any applications to Trustees for final approval and ask for a waiver of fees.

OLD BUSINESS:

- No review.

FOR THE GOOD OF THE ORDER:

- Check the website.

ADJOURNMENT:

- Adjourned at 1738.

NEXT MEETING:

- **May 7th, 2023 via Zoom or in-person**