

M I N U T E S
LEGIONVILLE BOARD OF DIRECTORS
SATURDAY JANUARY 21, 2012
ZIMMERMAN MINNESOTA

The Legionville Board of Directors meeting was called to order by President Wayne Gilbertson at 11:00 A.M.

Secretary Randy Tesdahl did the roll call.

Members present were President Wayne Gilbertson, VP Eugene Leifeld, Treasurer Dick Horn, Secretary Randy Tesdahl, Department Commander Chuck Kruger, Department President Linda Thompson, SAL Detachment Commander Gary Semmel, Richard Zahn, Cliff Gustafson, Carl Renalls, Carroll Hill, and Roger Myren.

Members absent were John Torma, Roger Johnson, Robert "Buster" Skallerud, Joe Bayer, Don Schattschneider, and Dan Krawczak.

Also present were Don Walser, Department Secretary Sandra Deutsch, School Safety Patrol Representative Jim Blakesley, Michael Neubarth, Phil Trebelhorn, Department Finance Liaison Laura Weber, and Department Commander Candidate Don Pankake.

President Gilbertson called for discussion on the issue of voting eligibility. Don Walser covered that the Articles of Incorporation outline voting eligibility. He stated that to change this, one would need to change the Articles of Incorporation. The president stated that he felt that the School Safety Patrol Representative should have a vote and know further discussion followed.

President Gilbertson called for the approval of the agenda. Motion by Dick Horn to approve the agenda, seconded by Dick Zahn. MOTION CARRIED.

President Gilbertson called for the approval of the October 22, 2011 meeting minutes. Motion by Dick Horn to approve the minutes, seconded by Linda Thompson. MOTION CARRIED.

President Gilbertson called for the approval of the October 29, 2011 meeting minutes. Motion by Dick Horn to approve the minutes, seconded by Carrroll Hill. MOTION CARRIED.

President Gilbertson called for Secretary Tesdahl's call for approval of mileage rates. Secretary Randy read the set rate as .30 cents per mile. Motion by Gary Semmel to accept the rate of .30 cents per mile round trip, seconded by Dick Zahn. MOTION CARRIED.

President Gilbertson clarified the subcommittee structure.

Building Committee will deal with the new barn replacement. He removed Jim Blakesley, and added Dick Zahn. The committee consists of: John Torma, Eugene Leifeld, Cliff Gustafson, and Dick Zahn

Operations Committee will deal with issues relating to the operations of Legionville. The committee consists of: Dan Krawczak, Jim Blakesley, Don Schattschneider, and Dick Horn.

President Wayne called for the approval of those changes. Motion by Dick Horn to approve the subcommittees, seconded by Eugene Leifeld. MOTION CARRIED.

President Wayne gave an update of the new roofs and work done to date at Legionville during November and December.

Classroom trailers were discussed as to size, capacity, and the adding of a second door in the one trailer. Discussion followed relating to the purchase of classroom trailers vs rental during the interim until the barn is built. Laura will follow up on cost comparison.

Laura Weber gave an overview of Review and Audit Expenses defining reviews, full audits and compilations. As per request by the board, Laura will get additional estimates of a review or audit from three different accounting firms and will have them for the next board meeting.

President Gilbertson gave an update on the handicap cabin. New bids had been done on the remainder of the work for a total of \$7,557.54 vs \$10,000.00 previously approved in the budget. Motion by Dick Zahn to complete the work on the handicapped cabin, seconded by Carroll Hill. MOTION CARRIED.

The camp registration software issue was discussed. Finance Liaison Laura found a program that was within the amount previously approved that will be good for registration and can also be used for Boys and Girls State in the future if wanted.

President Gilbertson read a thank you letter from a local school astronomy class instructor.

President Gilbertson gave an update on the general manager applications received. He stated that the interview committee will be: President Gilbertson, Secretary Tesdahl, someone from the finance subcommittee, and someone from the operations subcommittee.

President Gilbertson rehired Program Coordinator Erin Ebinger to work at the camp this summer.

President Gilbertson updated the board on the new tractor tire, new furnace in the house as well as the overall condition found during the inventory and walk thru.

Roger Myren briefed the Board on the budget that had been proposed by the finance committee. Motion by Carroll Hill to approve the budget as set, seconded by Eugene Leifeld. MOTION CARRIED.

Roger Myren then briefed the Board on the dedicated account descriptions. Motion by Carroll Hill to approve the dedicated accounts as described, seconded by Eugene Leifeld. MOTION CARRIED.

President Gilbertson then covered several issues related to cost savings such as telephone service and cable TV in the trailer as well as the camp inventory.

Secretary Tesdahl presented the Presidents Plaque to Past President Joe Bayer, who was absent. Secretary Tesdahl recognized and applauded the work of past President Bayer.

Dick Horn made a motion to add "Change to the Articles of Incorporation Article V Sec 1 (voting members)" to the next "meeting call" agenda as required for notification of 30 days prior to the meeting. The change would add the School Safety Patrol Chairman as a voting member, seconded by Eugene Leifeld to be finally voted on at the spring meeting. MOTION CARRIED.

Motion by Roger Myren to adjourn, seconded by Eugene Leifeld. Meeting adjourned at 12:37 P.M. MOTION CARRIED.

Handicap Cabin Update

January 6, 2012

I met with Steve from A.C. Builders on January 4, 2012 to discuss what was left to do on the above cabin. This is a list of what was determined to make the cabin functional. I don't know how much is into cabin at this point, but I will try and break out what needs to be completed.

Plumbing – install hot water heater, install bathroom sink, shower, and toilet, install kitchen sink (if we have), hook up all water lines.

Electrical – install outside lights and receptacles, install inside receptacles and lights, install (3) ceiling fans (we don't have), install (5) baseboard heat units. Not sure how many of these supplies we have. We were told we had everything, but not sure.

Carpentry – install all cabinets (some have to be modified), install (4) interior doors and hardware (we have to have special lever handles), install door trim on both sides, install window trim (requires jamb extenders), install counter tops (appears we are short on this item). Was some discussion that Jerry was going to make some cutting boards to fill in remaining counter top area.

Carpet/Linoleum – has to be installed – we have all the material for these two items.

I met with Ted Dullum from Nisswa on doing the carpet & linoleum work. He gave me a price of \$735.00 to install both items. Includes all glue and transfer strips.

As everyone can see there is still work to be done to get the cabin operational.

Steve is working on getting electrical and plumbing bids. He is working on carpentry bid.

Once I get all the bids in I will provide that information.

I plan on making another trip to Legionville to try and verify what material we do have. Will be a lengthy process as everything is scattered around in different locations. I will try and put everything in the pole barn for easy access.

Let me know if you have any ideas or suggestions.

Legionville Budget for Fiscal Year 2011-2012

Income Accounts

Account Number	Account Description	Budget Amount
20-4030-000	Interest Income	\$ 1,330
20-4200-000	Donations & Contributions	\$ 38,900
20-4410-000	Registration	\$ 187,875
20-4420-000	Canteen Income	\$ 30,500
20-4430-000	State Milk Fund	\$ 1,000
20-4440-000	Tower-Land Lease	\$ 3,750
20-4999-000	Miscellaneous Income	\$ 1,925
TOTAL.....		\$ 265,280

Expense Accounts

Account Number	Account Description	Budget Amount
20-5010-000	Salaries	\$ 15,750
20-5014-000	Salaries - Maintenance	\$ 11,200
20-5015-000	Salaries - Personnel	\$ 59,750
20-5030-000	FICA Expense	\$ 6,576
20-5050-000	SUTA Expense	\$ 5,586
20-5601-000	Depreciation Expense	\$ 13,000
20-5630-000	Building - R&M	\$ 35,305
20-5640-000	Equipment - R&M	\$ 5,000
20-6010-000	Retirement	\$ 450
20-6020-000	Audit	\$ 4,750
20-6030-000	Contract Services	\$ 3,115
20-6200-000	Insurance (Other)	\$ 25,200
20-6230-000	Travel	\$ 6,268
20-6400-000	Operating Supplies	\$ 19,550
20-6420-000	Power & Lights	\$ 12,000
20-6430-000	Telephone	\$ 3,450
20-6440-000	Gas & Oil	\$ 5,130
20-6450-000	Food	\$ 24,500
20-6480-000	Canteen Expense	\$ 27,000
20-6490-000	Rent	\$ 10,320
20-6800-000	Sales Tax Expense	\$ 1,200
20-6999-000	Miscellaneous Expense	\$ 900
TOTAL.....		\$ 296,000

Legionville Dedicated Accounts

Trooper Equipment Fund – (Fund 82)

This fund was created many years ago. The fund receives income from the State Troopers only. The State Troopers alone (not the Legionville Board) have authority to authorize expenditures from this account.

Trooper Scholarship Fund – (Fund 83)

This fund was created many years ago. The fund receives income from the State Troopers only. State Troopers have used this fund in the past to purchase scholarships for Legionville. The State Troopers alone (not the Legionville Board) have authority to authorize expenditures from this account.

Minneapolis Scholarship Fund – (Fund 84)

This fund was created many years ago. The fund receives income from the Minneapolis Police Department and Minneapolis Posts only. The Minneapolis Police have used this fund in the past to purchase scholarships for Legionville. The Minneapolis Police Officer working with Legionville alone (not the Legionville Board) have authority to authorize expenditures from this account.

St Paul Scholarship – (Fund 85)

This fund was created many years ago. The fund receives income from the St. Paul Police and St. Paul Posts only. The St. Paul Police have used this fund in the past to purchase scholarships for Legionville. The St. Paul Police Officer working with Legionville alone (not the Legionville Board) have authority to authorize expenditures from this account.

General Scholarship – (Fund 86)

This fund was created many years ago. The fund initially received income from the Legionville Seasonal Staff holding a garage sale of items that they brought from their home and sold at Legionville. It was their wishes to use these funds to purchase scholarships for Legionville. Additionally, they gave authority to the Board to identify the individuals to receive those scholarships. The Camp Manager or Director has authority to authorize expenditures from this account.

New Building Fund – (Fund 87)

This fund was created to receive and store funds to be used to build a new building to replace the barn at Legionville. A small amount of Land was sold in April 2009 and the sale netted \$89,660 which was placed in this account. The fund has also received other various donations from individuals and organizations. This fund will be used exclusively for the purpose of building a new building at Legionville to replace the barn. The Legionville Board will determine when construction on the new building will start. In the event that a new building has not been erected by January 2017 the Board would have authority to use these funds as they see necessary.