

American Legion Post 233
“Town Hall Meeting”
January 7, 2016



Presented by Post Commander Sonny Kirkwood



Purpose of this presentation is to inform the members of the financial status of Post 233 to include past, present; what initiatives have been implemented and a vision for the future.

“Run it as a business and make it as transparent to the membership as possible”



This presentation is in “no means” meant to cast blame on anyone who has served this Post but to strictly inform the members of why certain initiatives and changes have been implemented to basically “keep the doors open.” The information you are about the receive is strictly hard data from our accounting system Quickbooks and images of bank statements. This information is not intended to be ambiguous in nature but strictly factual.

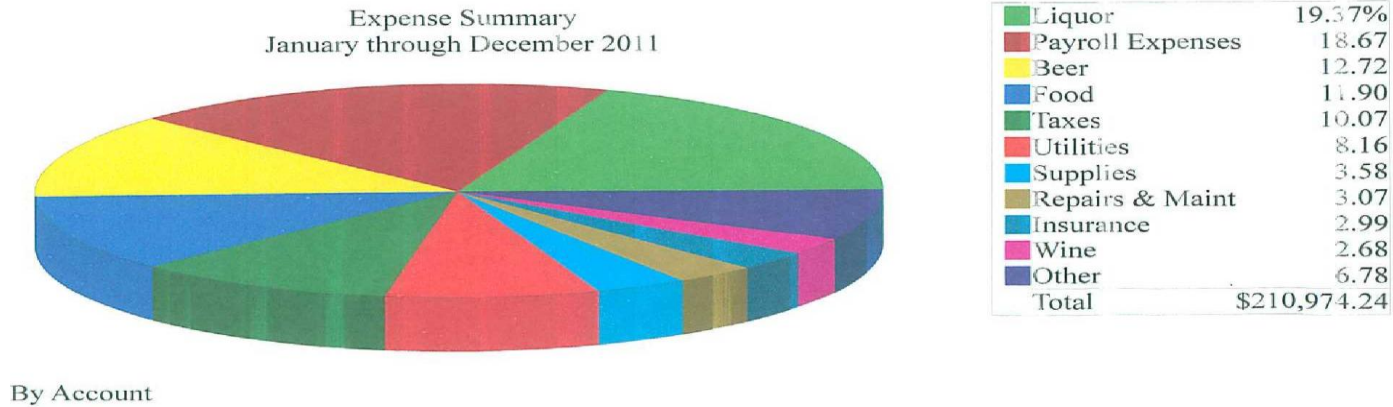
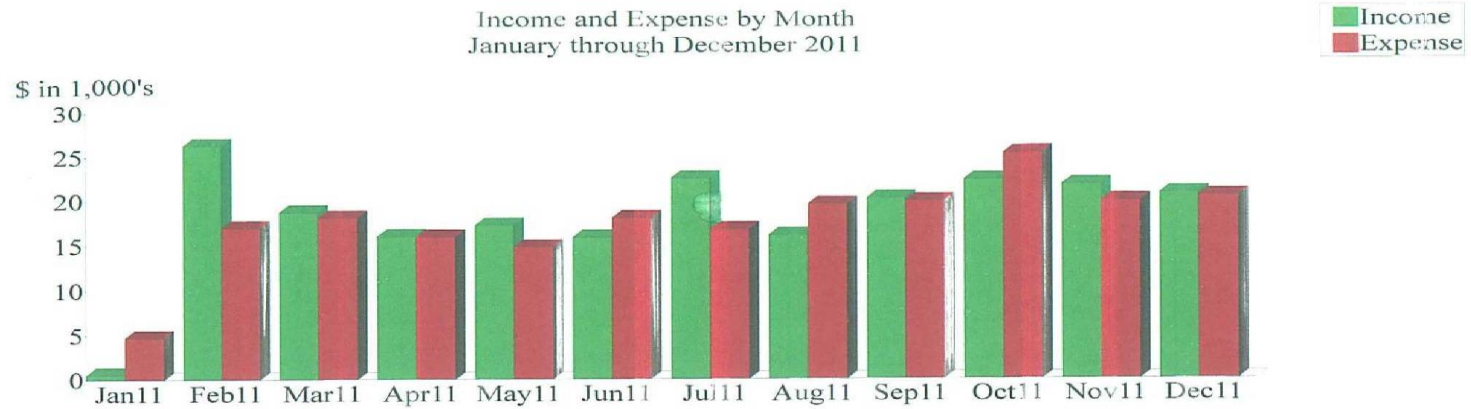


Sequence of Events:

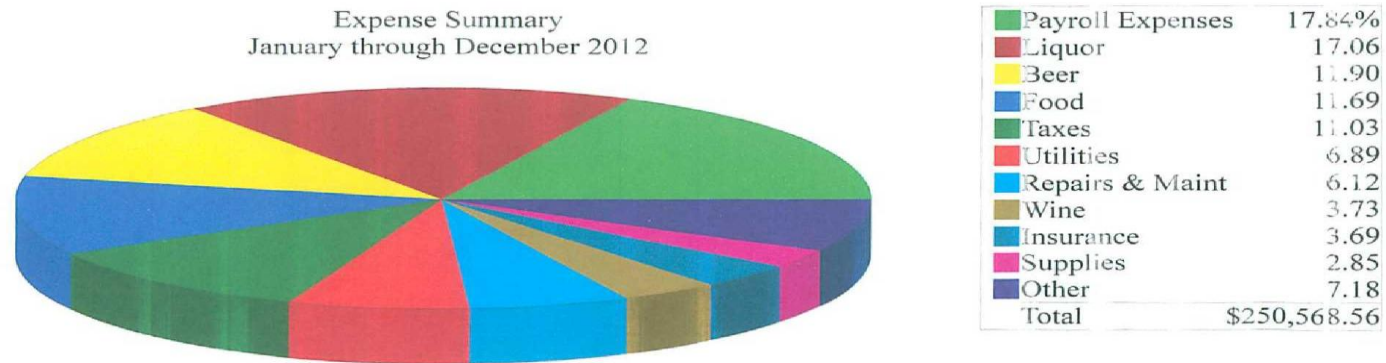
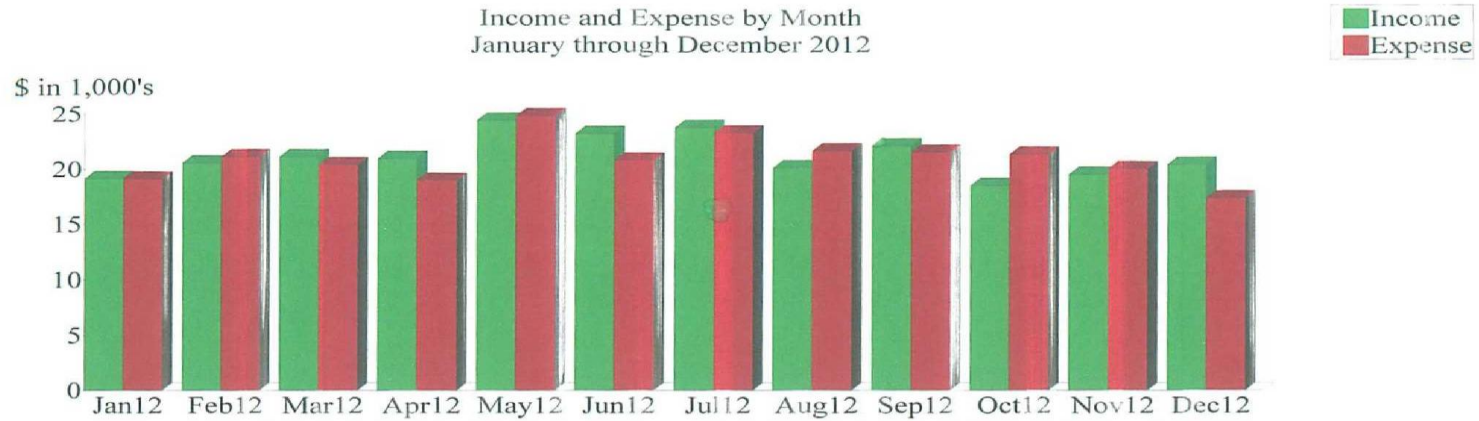
- **Assumed Commandership in June 2015**
- **Canteen Manager resigned August 2015**
- **New Canteen Manager hired August 2015**
- **Canteen Manager resigned October 2015**
- **Assumed duties as Canteen Manager (no compensation with the exception of weekly gas) & still performing duties as Commander late October 2015**
- **Emergency Executive Board Meetings October 27, 2015 & January 2, 2016**
- **Cooked over 30 meals and dedicated over 50+ hours a week last three months.**



Financial Overview 2011



Financial Overview 2012

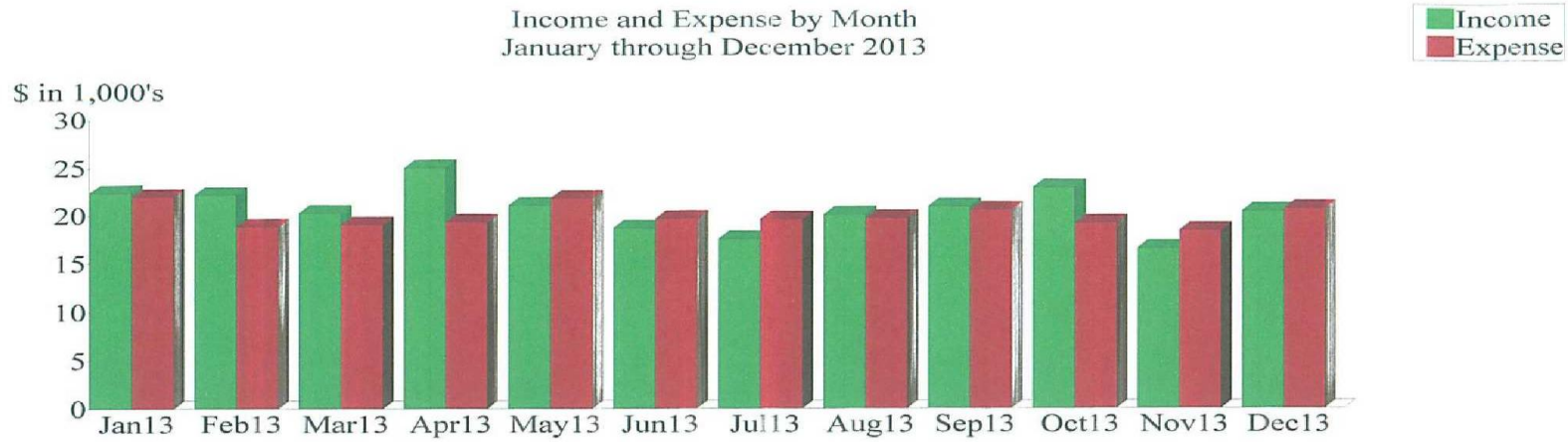


By Account

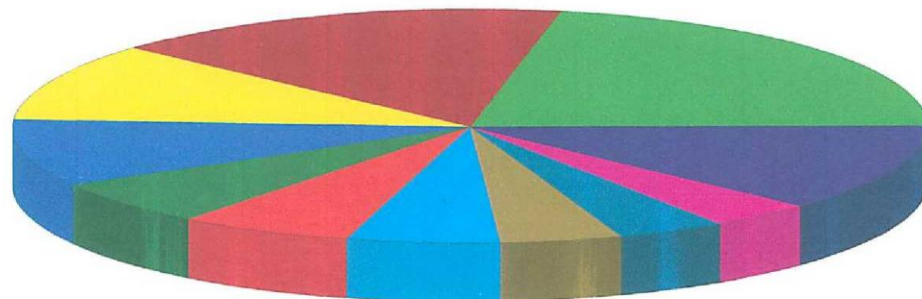


Financial Overview 2013

Income and Expense by Month
January through December 2013



Expense Summary
January through December 2013

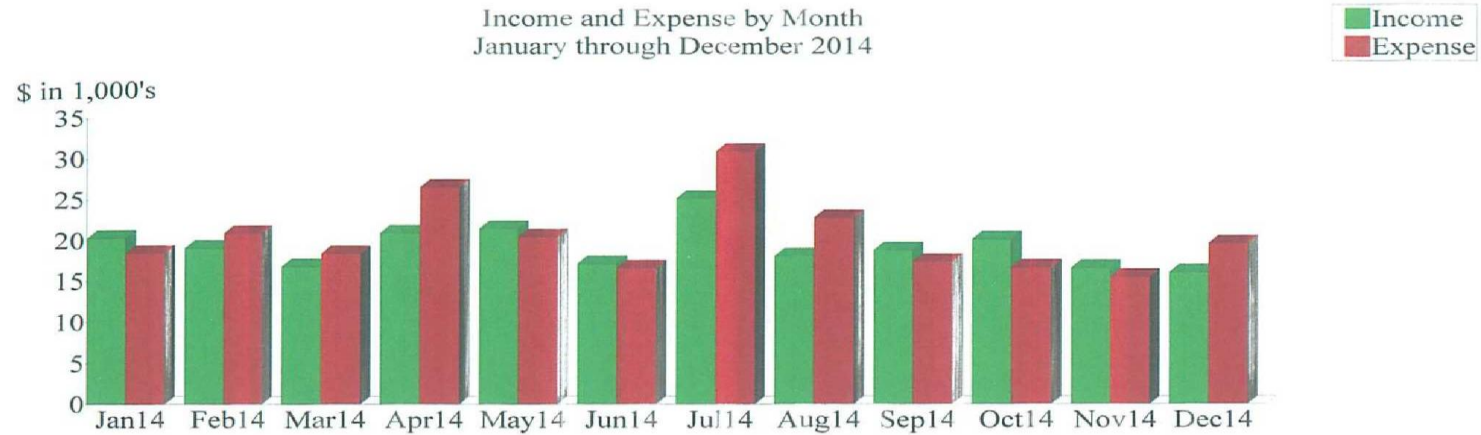


Payroll Expenses	21.81%
Liquor	16.53
Food	10.73
Beer	9.44
Taxes	6.36
Utilities	6.33
Repairs & Maint	5.43
Entertainment	4.44
Wine	3.83
Insurance	3.72
Other	11.39
Total	\$238,760.80

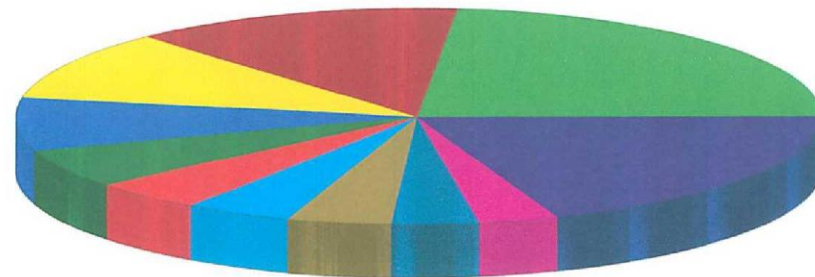
By Account



Financial Overview 2014



Expense Summary
January through December 2014

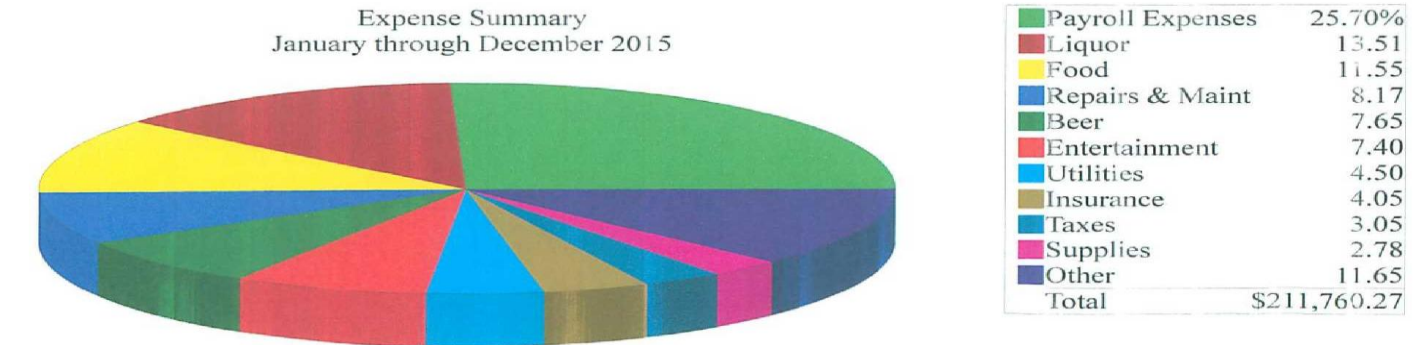
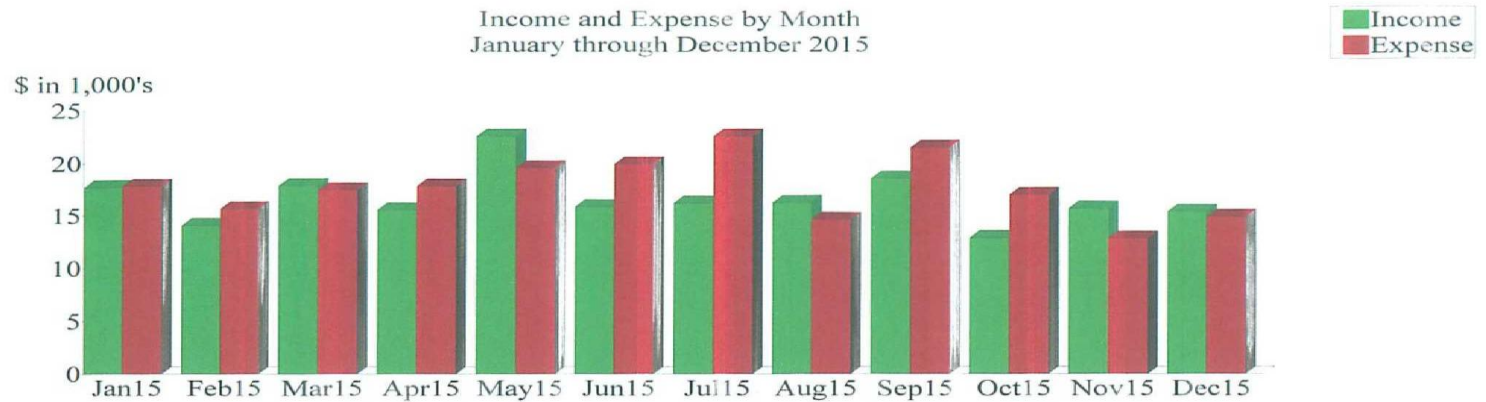


Payroll Expenses	23.43%
Liquor	13.41
Food	10.37
Beer	8.00
Entertainment	5.93
Repairs & Maint	4.77
Capital Repairs	4.42
Utilities	4.28
Program Contributions	3.55
Wine	3.25
Other	18.59
Total	\$243,880.89

By Account



Financial Overview 2015



By Account



-> Transfers 1 v Pay Bills I ? Service Center 1 + MyCompass 1 El BusineF.

Home > Account Details

Account History

View History[. . .]

Account History

Shortcuts...

Account: Checking / *3584

1,777,910.17 (-) e.
Current Posted Balance: \$4,704.95
Available Balance: \$4,704.95 Prior
Posted Balance: \$3,337.08

Please note, while you can search over the last 16 months, you can only view 62 days at a time.

Date L-v Description

Debit (-)

(There are no transactions to display for this account.)

Date	Description	TrI/c	Debit (-)	Credit (+)	Balance
09/14/2015	BRANCH DEPOSIT CHECK	View		\$465.00	\$9,980.36
09/14/2015	CLEARED CHECK CLEARED	9632	\$363.01		\$9,515.36
09/14/2015	BRANCH DEPOSIT	9631	\$150.00		\$9,878.37
09/14/2015	CHECK CLEARED	View		\$1,881.00	\$10,028.37
09/14/2015	WINN-DIXIE #OCHECKCARD PURCHASE	9630	\$60.00		\$8,147.37
09/14/2015			\$21.96		\$8,207.37



[* Home](#) [1 Account Details](#)

[Transfers](#) [1](#) [Pay Bills](#) [1](#) [? Service Center](#) [1](#) [MyCompass](#) [1](#) [En Busine:](#)

[Account History](#) teW HiStot-4

Account History

[Shortcuts...](#) [1](#)

Account: , Checking / *3584 •

Current Posted Balance: \$4,704.95 From

Available Balance: \$4,704.95 •

Prior Posted Balance: \$3,337.08 , 09/30/2015

(mmdd/yyyy) Description

To

iffi³09/30/2015

(mmdd/yyyy)

Check #

Or

MP Select...

• [Advanced Beni](#)

Start arc

Please note, while you can search over the last 16 months, you can only view 62 days at a time.

Date Description Debit (-)

Credit (+)

(There are no transactions to display for this account)

Date	Description	Check # -	Debit (-) ----	Credit (+)	Balance
09/30/2015	BRANCH DEPOSIT	View		\$832.50	\$2,930.71
09/30/2015	WINN-DIXIE #OCHECKCARD PURCHASE		\$15.87		\$2,098.21
09/30/2015	CHECK CLEARED	9659	\$134.00		\$2,114.08
09/30/2015	CHECK CLEARED	9656	\$318.82		\$2,248.08
09/30/2015	CHECK CLEARED	9653	\$55.27		\$2,566.90
09/30/2015	PAYROLLPAYROLL CO REF-2852171		\$813.23		\$2,622.17
09/30/2015	PAYROLLPAYROLL CO REF-2852171		\$179.52		\$3,435.40



Account: [Checking 1-3584]

Checking /*3584 (Account Type: CHECKING)
Current Posted Balance: \$4,704.95 From To Or
Available Balance: \$4,704.95

Prior Posted Balance: \$3,337.08 10/27/2015: HIP Select...
(mmddyyyy) (mm/dd/yyyy)
Description Check #

Advanced Sei

Run Search

Please note, while you can search over the last 16 months, you can only view 62 days at a time.

Pending Transactions

Credit (+)

Date h-v Description Debit (-)

(There are no transactions to display for this account)

Post-Jd Trnsactions

Date	Description	Check #	Debit (-) ---	Credit (+)	Balance
10/27/2015	FRESH MKT-025 PV PONTE VEDRA BFLDEBIT FOR CHECKCARD =0=1325		\$11.76		\$1,864.74
10/27/2015	TRANSFER FROM 6716271585			\$1,500.00	\$1,876.50
10/27/2015	TRANSFER FROM 0022236415			\$1,000.00	\$376.50
10/27/2015	TRANSFER FROM 0022236415			\$1,500.00	\$-623.50
10/27/2015	REFUND-NSF CHARGE-PAID ELECT TRANS OR NO CK#			\$38.00	\$-2,123.50
10/27/2015	REFUND-NSF CHARGE-PAID ELECT TRANS OR NO CK#			\$38.00	\$-2,161.50
10/27/2015	REFUND-NSF CHARGE-PAID ELECT TRANS OR NO CK#			\$38.00	\$-2,199.50
10/27/2015	REFUND-NSF CHARGE-PAID ELECT TRANS OR NO CK#			\$38.00	\$-2,237.50
10/27/2015	REFUND-NSF CHARGE-PAID ELECT TRANS OR NO CK#			\$38.00	\$-2,275.50
10/27/2015	REFUND-NSF CHARGE-PAID ELECT TRANS OR NO CK#			\$38.00	\$-2,313.50
10/27/2015	CHECK CLEARED	9698	\$75.00		\$-2,351.50
10/27/2015	NSF CHARGE		\$38.00		\$-2,276.50
10/27/2015	NSF CHARGE		\$38.00		\$-2,238.50
10/27/2015	NSF CHARGE		\$38.00		\$-2,200.50



Current Financial Status as of 01/06/2016:

• Canteen Operating Account:	\$4,077.21
• Membership Account:	\$2,357.79
• Money Market Account:	\$3,723.67
• Commander's Account:	\$191.84
• Pull Tab Account:	\$5,255.31
• Total Cash Assets:	\$15,605.82



What initiatives and changes have occurred:

- **Authored the Employee Handbook, Employee Job Descriptions, Evaluations and Counselling documents. Note: This was done at the end of Commander Havekost's tenure during transition.**
- **Reduced existing inventory with items that have not sold, drink sales, 50/50 with "Spin to Win"**
- **Surveillance system installed (8 cameras)**
- **Procurement practices; operating with a "leaner" inventory**
- **Changed Post hours on Monday – Friday from 11:00 a.m. opening to 4:00 p.m. opening which resulted in an overhead savings of \$2,400 monthly.**
- **Stopped serving lunches during the week days due lack of patrons and losing money!**



- *What initiatives and changes have occurred (continued):*

Personnel changes (i.e. Kitchen Manager and other positions) that have resulted in significant savings – especially with food. Canteen Manager’s position reduced from Full Time (salaried) at \$455 weekly to part time 20-25 hours weekly. Savings of over \$9K annually.

Reduced Cleaning Services (Jani-King) from \$358 a month with three visits a week; now cut to one deep cleaning (Weekly) at \$125 (savings of \$233.00).



What initiatives and changes have occurred (continued):

- **Closed out 2009 version of Quickbooks (QB); archived.**
- **QB 2016 installed with Cloud Back-up (SAL)**
- **Data entered for QB 2016**
- **Point of Sale hardware/software will be installed 01/2016**
- **Inventory**



Structural Concerns:

- **Septic Tank concerns**
- **Electrical Panel capacity**
- **HVAC Ventilation duct work and interior ceiling over the bar area**
- **Parking Lot pavement**
- **Bathrooms – not ADA compliant; Men’s bathroom floor ***
 - **Note: Doesn’t have to comply with ADA requirements unless we renovate!**

“For God and
Country”



Options for future consideration:

Option: Maintain status “quo” and continue to be reactive versus proactive

Option: Renovate existing infrastructure (Sun Trust); need to show positive revenue

Option: Build new building to replace existing building; use Pavilion as Post Social during construction. Keep Pavilion and Band area.

Option: Sell the property (verbal appraisal (Sun Trust) approximately \$360-\$400K; relocate the Post (least favorable option but it’s an option!)



In closing:

I know that some of the decisions made over these past six months have fallen on unfavorable feelings. I fully understand and respect those feelings but rest assured my heart and dedication is to Post 233. I am not perfect but feel somewhat business savvy and just want to keep Post 233 on North Wilderness Trail financially solvent.

My officers and employees join me in thanking you for your time; patriotism and support. God Bless you and your families. Sincerely, Commander Sonny Kirkwood, Post 233.

