



**The American Legion
Department of Maryland
Damascus Post 171**

PO Box 171
Damascus, Maryland 20872

**Anita Trotter
Commander**

2025 – 2026

**Kevin O'Neill
Adjutant**

MEMBER'S MEETING MINUTES

11 May 2026

ATTENDANCE:

| Executive Committee (EC) | Present | Absent |
|--|---------|--------|
| Commander: Anita Trotter | X | |
| 1 st Vice Commander: Scott Dallas | X | |
| 2 nd Vice Commander: Mike Wright | | X |
| Adjutant: Kevin O'Neill | X | |
| Finance Officer: Ray Lewandowski | X | |
| Judge Advocate: Fred Mitchell (PPC) | X | |
| Sergeant at Arms: Sabrina Murray | | X |
| Elected Member: Steve Monteiro (PPC) | | X |
| Elected Member/Chaplain: James Serritella | X | |
| Elected Member: Paula Gill | X | |
| Elected Member: Keith Martin | X | |
| Additional Attendees: | | |

There was a quorum present. The Commander called the meeting to order at 1930 hours. The meeting took place at Post 171. The Chaplain opened the meeting with prayer.

FINANCE OFFICER'S REPORT

- April 2026 Monthly Financial Report was received for filing.
- The bill counter purchased a month ago was not consistent in the bill count. Executive committee approved a purchase of another model. Machine can be viewed at any Thursday night Bingo.

COMMANDER'S REPORT

- Other items covered in UNFINISHED BUSINESS, NEW BUSINESS ... section below.
- Installation of Post and Unit Officers will take place on 20 June. There is a Family BBQ starting at 1600 at the backlot of the Post follow by the Officer Installation around 1730.
- Commander encouraged members to run for a Post office or Executive Committee position. All positions (including appointed ones) are open to competition. Contact the Election Committee: Fred Mitchell, Keith Martin or Mike Wright if you are interested or want information.

ADJUTANT'S REPORT

- The April 2026 Member Meeting Minutes were APPROVED. They are available on the Post website.
- The Consolidated Post Report (CPR) and Consolidated Squadron Report (CSR) were filed with the Department.

1st VICE COMMANDER'S REPORT

- MEMBERSHIP: 290 members. Post is 1st in District 8, 20th in the state.

2ND VICE COMMANDER'S REPORT

- No report.

JUDGE ADVOCATE’S REPORT

- An oral report was received.

SERGEANT AT ARMS’ REPORT

- No report.

COMMITTEE REPORTS

BASEBALL

- An oral report was received.
- The team start play on Memorial Day Weekend. Schedule available on the Post website
- The committee is looking for additional members to support with other baseball activities. Some tasks require a little work and others require a little more work.

BINGO

- No report.

BOYS STATE & GIRLS STATE

- Boys State: The Post has two Boys State candidates has openings for more. Information and applications for both Girls and Boys State can be found here: [The American Legion Department of Maryland](https://www.americanlegion.org/maryland)

BUILDING AND GROUNDS

- No report

ELECTION COMMITTEE

- An oral report was received.
- Election Slate for 2026-2027 Legion Year presented. Election at June 2026 Member’s Meeting.
- Positions and Descriptions can be found on the Post website here: <https://www.legionpost171.org/executive-committee-leadership-roles-and-descriptions>

FOUNDATION FORWARD

- No report.

ORATORICAL

- No report will be made until the next competition cycle starts.

SAFETY COMMITTEE

- No report.

SCHOLARSHIP

- An oral report was received. 29 applicants, 5 winners selected.

STANDARD OPERATING PROCEDURES

- No report

UNFINISHED BUSINESS, NEW BUSINESS, and FOR THE GOOD OF THE POST

- Preparations in process for the Memorial Day Event on 24 May.
- Blood Drive scheduled for 10 July. Check the Post website for information.
- The Color Guard needs volunteers. Just a few events a year is all that is needed of your time.
- Pancake flippers are needed to help with pancake breakfast. No experience necessary. Contact Fred Mitchell or Bill Green for information.
- Department Convention in Ocean City, MD is scheduled for 14 – 17 July 2026. The Post has eight slots available and pays the lodging per diem for four nights. Contact the Adjutant if interested.
- Hometown Heroes: Damascus Mile (information here: [The Damascus Mile | KNK Foundation](https://www.knkfoundation.org/)) chosen the proceeds for this year’s race to go to Hometown Heroes flags for display in Damascus. 11 nominations have been received.

The Chaplain offered closing prayer. The meeting adjourned at 2024 hours.

Submitted by:
Kevin O'Neill
Adjutant, Post 171