

Meeting called to order by President Michelle Powell  
Prayer led by Chaplain Denise Abell  
Pledge of Allegiance, Preamble and Mission statement recited by all members.

Roll Call of Officers:	PRESENT	NOT PRESENT
President- Michelle Powell	X	
1 <sup>st</sup> Vice- Melissa Stegman	X	
2 <sup>nd</sup> Vice- Sandra Koontz	X	
Secretary- Courtney Clark	X	
Treasurer- Diana Mey		X
Chaplain Denise Abell	X	
Sgt at Arms- Marcia Bolner		X
Historian Lois Sine-Hoffman	X	

Other Members Present: Margaret Erickson, Janet Jaquay, Amanda Miller

Total Present: 9

Total Voting Members: 8

#### SECRETARY:

Minutes from the December 2025 meeting were read by Melissa Stegman; Secretary Courtney Clark was not present at the December meeting.

Motion made by Sandy Koontz to accept minutes. Motion seconded by Lois Sine-Hoffman. Discussion: None. In favor 8, Against 0, Motion carried.

#### TREASURER:

Treasurer report provided by President Powell; Treasurer Diana Mey was not present. A financial audit was completed in December 2025 by Diana Mey, Michelle Powell and Melissa Stegman.

#### General Fund

Starting balance \$3,907.89, Ending balance \$4,608.72

#### Poppy Fund

Starting balance \$548.50, Ending balance \$548.50

Finance report will be on file for audit.

#### PRESIDENT'S REPORT

##### District 1 Oratorical Scholarship Program (for college funding)

- January 11, 2026, 1:00-6:00 PM
- Marshall County Courthouse, Moundsville, WV

## Department of WV Auxiliary Means and Ways (yearly fundraiser)

- Tickets are \$20, winners are based on the WV Lottery Pick 3
- There were no winners from Post/Unit 1 in November.

## Constitution and By-Laws

- Department of WV Auxiliary President Kim Millie suggested changes.
- Powell passed out copies with highlighted suggested changes.
- Motion made by Lois Sine-Hoffman to accept changes. Motion seconded by Melissa Stegman. Discussion: None. In favor 8, Against 0, Motion carried.

## SICK CALL & RELIEF

### Marcia Bolner

- Prayers provided by Chaplain Denise Abell

## MEMBERSHIP

- New members include Kristina Letzelter, Laura Wakim-Chapman, Lori Pantone
- Powell shared while cleaning out the storage room and Auxiliary's filing cabinet, she found an old application for Laura Wakim-Chapman and an un-cashed check that were not turned in or registered for membership.
  - o Motion made by Courtney Clark to for ALA Unit 1 to pay for Wakim-Chapman's 2026 dues and apply for membership. Motion seconded by Sandy Koontz. Discussion: None. In favor 8, Against 0, Motion carried.
- Powell requested the card so she can mail it to Wakim-Chapman with a letter explaining what happened.

## OLD BUSINESS

### District 1 Fundraiser

- Chances were sold for a Christmas Tree. Winner was Jordan Stevey.

### Post 1 Family- Christmas Party

- Powell shared there was a good attendance with good food, a game of Charades, and Christmas gifts

## NEW BUSINESS

### Chef Adam- Wine Tasting and Food Fundraiser

- January 24, 2026
- \$90.00 per person

### Department of WV Mid-Winter Conference

- February 13-14, 2026, at Oglebay
- Members who would like to attend include Michelle Powell, Melissa Stegman, Sandy Koontz and Lois Sine-Hoffman.
  - o Motion made by Courtney Clark to for ALA Unit 1 to pay for attendees' registration fee. Motion seconded by Denise Abell. Discussion: None. In favor 8, Against 0, Motion carried.

National American Legion Auxiliary President Pam Ray

- A dinner may be held on/about February 6 or 7, 2026 at Post 1

National American Legion Commander Dan Wiley

- Department of WV Adjutant Tom Mirabella has no information about the date of his arrival in WV.
- Post 1 would like to hold a dinner or meet-n-greet with him

Night at the Races

- Scheduled March 14, 2026
- Doors open at 6 PM; Races start at 7 PM; 20 Volunteers will be needed to work the event
  - o Motion made by Melissa Stegman to donate \$225 for four (4) trays (meat/cheese, vegetable, fruit), nacho cheese/chips or other supplies from Sam's Club. Motion seconded by Sandy Koontz. Discussion: None. In favor 8, Against 0, Motion carried.

Post 1 Family Steak Fry

- Scheduled April 18, 2026
- Volunteers will be needed to work the event

Post 1 Bingo

- First Sunday of month
- Post needs a Bingo license before starting this. Post approved this on 01/06/26.
- Volunteers (about 8 people) will be needed to work the event.

## COMMITTEE REPORTS:

Membership

- Unit 1 has 6 delinquent members (Caitlin Galactic, Rend'ee Leech, Pam McNeil, Helen Rentfrow, Ruth Stoehr, Denise Wycherely)
  - o Rend'ee Leech paid her dues prior to meeting on 01/06/26.
- Clark mailed a reminder to delinquent members who did not pay their dues by 12/31/25. Copy of noticed placed in file.

Correspondence: None

For the Good of the Unit:

Powell shared Beth Kilgore, chairperson of Department Child Welfare Fund, requested donation.

- Motion made by Melissa Stegman to donate \$100. Motion #2 made by Courtney Clark to donate \$250.00. Discussion: The piggy bank collected \$10.00 therefore the ALA will send \$240 from bank account for a total of \$250.00. Motion seconded by Melissa Stegman. Discussion: None. In favor 8, Against 0, Motion carried.

Computer

- Post 1 received a \$60,000 donation and a portion of that money will purchase a computer/laptop for the Auxiliary.

#### Chair covers

- Powell won the auction for white chair covers from Oglebay. Post 1 will reimburse her for the cost.
- Clark purchased 35 navy blue table runners for \$15 (from a friend who was selling from a wedding). Post 1 will reimburse her for the cost.
- Margaret Erickson shared she has two steamers and offered to bring to the Post to assist with steaming the tablecloths or chair covers.

#### UPCOMING EVENTS

02/03/2026- Next Meeting @ 7 PM

02/06/2026- First Friday @ 5:30 PM

Closing Prayer/Benediction: Chaplain Denise Abell

Adjourned by President Michelle Powell at 8:00 PM

Quarter Drill for (has not been determined)

Notes Taken: 01/06/2026

Typed: 01/13/2026

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Courtney L Clark  
Auxiliary Unit 1, Wheeling  
Secretary

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Michelle Powell  
Auxiliary Unit 1, Wheeling  
President