

American Legion Auxiliary Unit 1, Wheeling  
Meeting Date/Time: 01/06/2026 @ 6:58 PM

January 2026 Meeting Notes

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 Galatic, 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