



# John E. Jacobs

## American Legion Post 68, Leland, NC

Post 68 101 – “Meet Your Post”

March 2024

Final v1.4.2 – 6 March 2024





# *Post 68 101 - Course Agenda - 1*

## **1. Salute, Pledge of Allegiance**



## **2. Safety briefing: Exits / Restrooms**



## **3. Welcome – Commander**

## **4. American Legion Preamble**





## *Preamble 1 of 2*

**For God and Country,  
we associate ourselves together for the following purposes:**

- To uphold and defend the constitution of the United States of America;**
- To maintain law and order;**
- To foster and perpetuate a one hundred percent Americanism;**
- To preserve the memories and incidents of our associations in \*ALL Wars;**

\*Changed 10/16/19 at National Convention, Resolution #1 re: LEGION Act



## *Preamble 2 of 2*

- To inculcate a sense of individual obligation to the community, state and nation;
- To combat the autocracy of both the classes and the masses;
- To make right the master of might;
- To promote peace and goodwill on earth;
- To safeguard and transmit to posterity the principles of justice, freedom, and democracy;
- To consecrate and sanctify our comradeship by our devotion to mutual helpfulness.



# *Post 68 101 - Course Agenda*

- 1. Introductions of Past Commanders, Officers, Guests**
- 2. Purpose/Objectives**
- 3. Post 68 101 – Meet your Post**
- 4. Q&A**
- 5. Review & wrap-up**



**2 - 10 minute breaks  
(~ 10am / 11am)**



Session is being recorded!



# *Post 68 101 - Topics*

- 1. The American Legion – History/Command/Pillars/Goals**
- 2. Who / What / History - Post 68**
- 3. The PEC – Post Executive Committee**
- 4. Post 68 Legion Riders**
- 5. Post 68 Support for Veterans / Community / Youth**
- 6. Post 68 Events and Volunteering**
- 7. How Post 68 communicates with members**
- 8. Post 68 Website / Facebook / others**
- 9. Legion Caps**
- 10. Future Topics**

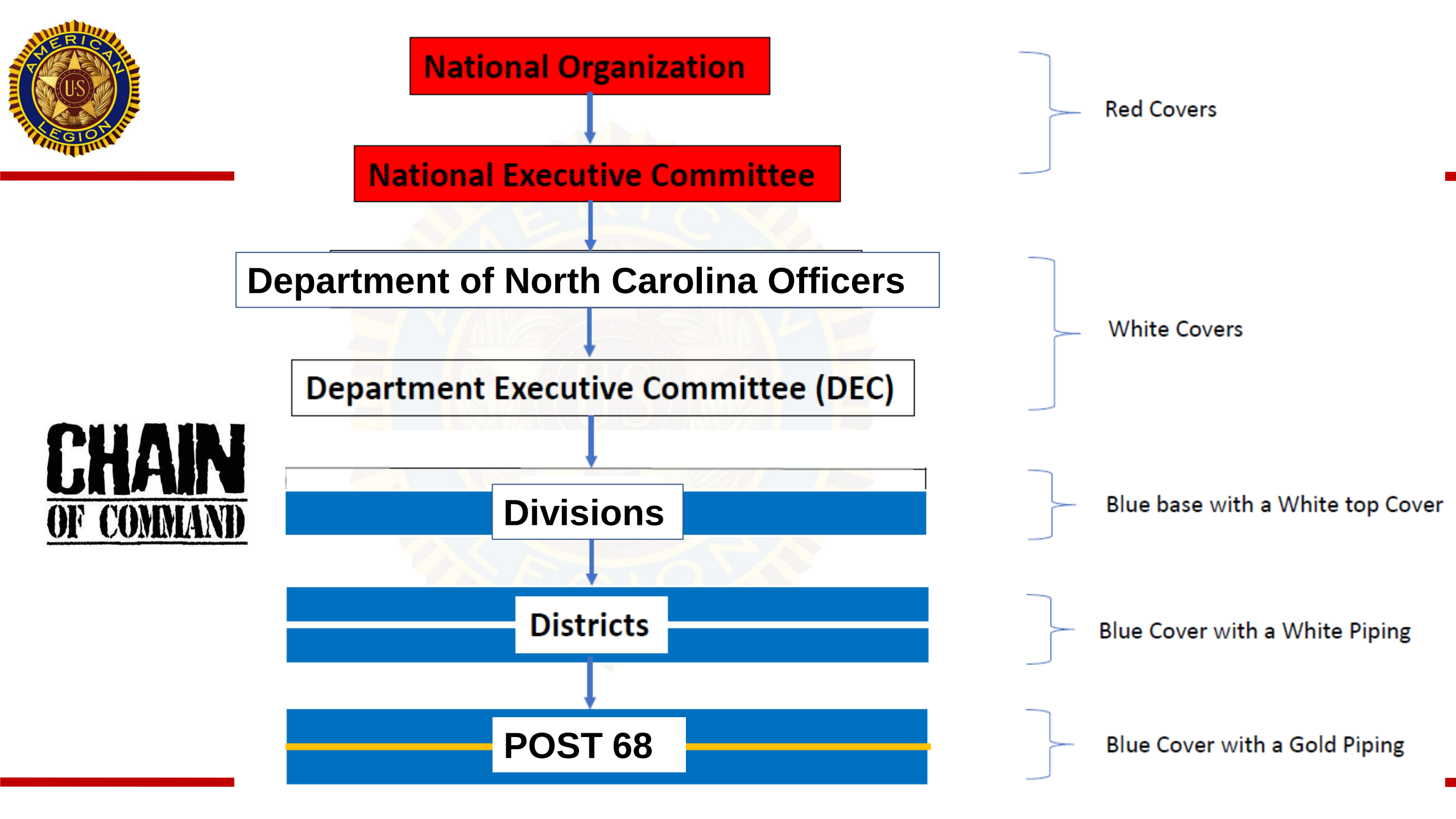






## *The American Legion – Quick History*

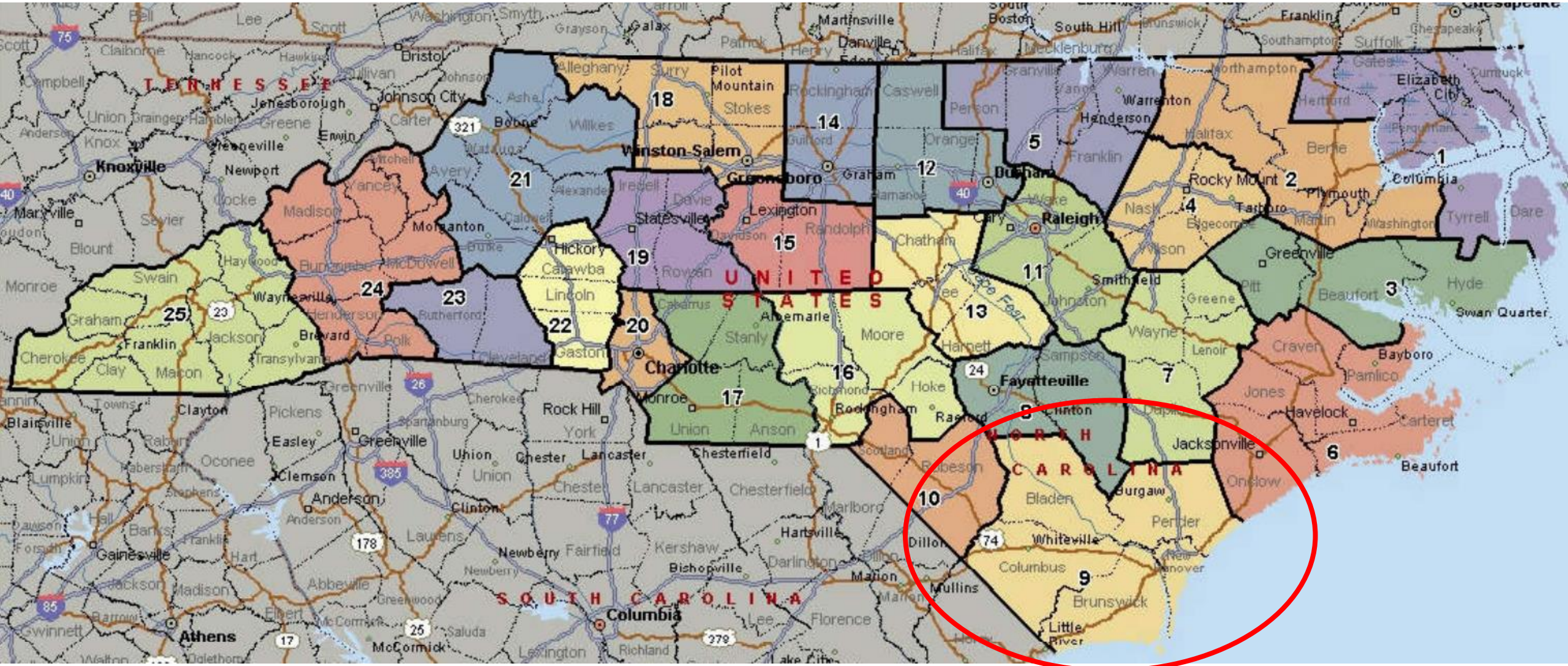
- Chartered by Congress in 1919 as a patriotic veteran's organization
  - Serving veterans, servicemembers, and communities
  - Evolved into an influential leader among nonprofit organizations
- Membership quickly grew to over 1 million with posts across the country.
- Today, membership stands at over 2.4 million in 14,000 posts worldwide.
- Posts organized into 55 departments covering every State, the District of Columbia, Puerto Rico, France, Mexico, and the Philippines.







# Department of North Carolina DISTRICT MAP



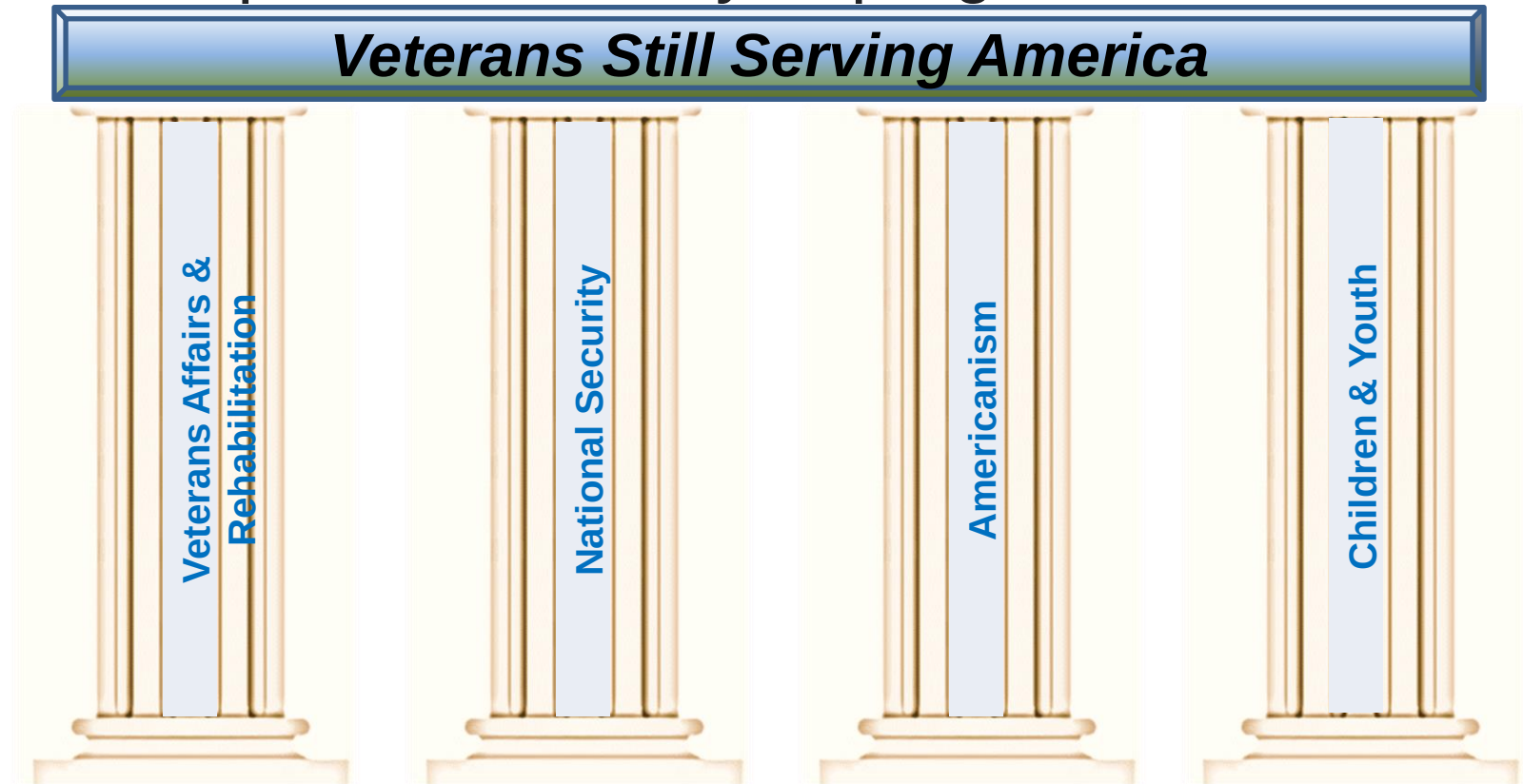




# *The American Legion – 4 Pillars*

**Vision**: Serve veterans under the Legion's four pillars and take care of one another. Each pillar encompasses a variety of programs:

- Veterans Affairs & Rehabilitation
- National Security
- Americanism
- Children & Youth





## *The American Legion & Post GOALS:*

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- **Nurture a culture of service to veterans and their families**
- **Strive to meet the needs of members and local area veterans**
- **Provide support and assistance to veterans' programs**
- **Grow membership participation in Post service programs**
- **Partner with external organizations to improve and support Post and Community Programs & Services**

*John E. Jacobs*  
*American Legion Post 68, Leland, NC*

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- **Formed 5 May 2009 with < 15 members**
- **Rechartered 18 March 2015. After rechartering, quickly grew to 77**
- **Post named for “John E. Jacobs,” 27 Jun 2019, to recognize the only Leland resident to die in Vietnam**
  - **Charter & bylaws updated - 119 members**
- **Growth facilitated Post 68 supporting numerous programs and activities**

*John E. Jacobs*  
*American Legion Post 68, Leland, NC*

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- **One of the fastest-growing Posts in North Carolina.**
- **Post benefits from many Legionnaires who retired to the area.**
- **Currently 240+ male and female members from all branches of service with the majority being Vietnam-era veterans along with others from WWII, the Korean War, Desert Storm, and the ongoing war on terror.**

**Our Mission: *Veterans helping Veterans***



# *John E. Jacobs*

## *American Legion Post 68, Leland, NC*



**SUPPLEMENTAL CHARTER FOR  
INCORPORATED AMERICAN LEGION POST  
Issued to**

**JOHN E. JACOBS AMERICAN LEGION POST 68, LELAND, NC, INC.**

**DEPARTMENT OF NORTH CAROLINA**

Pursuant to the authority extended by the National Executive Committee of the American Legion, an original charter was issued to the above Post.

Since the original charter was issued, the Post has incorporated under the laws of its state for the sole purpose of protecting the individual members from liability in the event of litigation against the Post.

*John E. Jacobs*  
*American Legion Post 68, Leland, NC*

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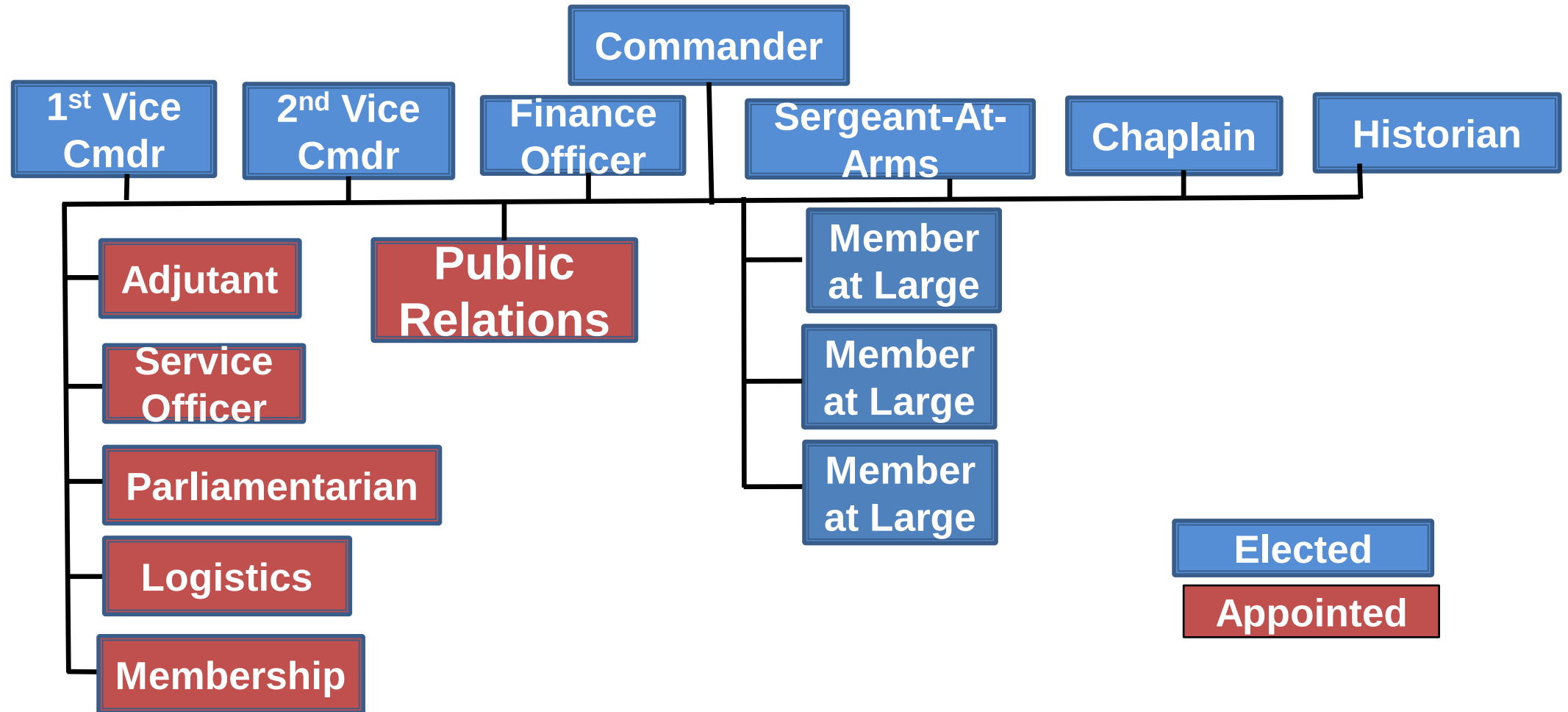
## Management of Post Affairs

**Administrative affairs are supervised by the Post Executive Committee (PEC), which consists of all elected and appointed Post Officers and three elected “At-Large” Members.**



# *John E. Jacobs*

## *American Legion Post 68, Leland, NC*



| 3/6/2024           | Post 68 Officer Elections - 2024/2025 |                                                       |               |                    |
|--------------------|---------------------------------------|-------------------------------------------------------|---------------|--------------------|
| Position           | Incumbent                             | NOTES                                                 | Candidate     | REMARKS            |
| Commander          | Dan Fortini                           | Not running                                           | Bea Frost     | Elected Position   |
| 1st Vice Commander | John Hacker                           | Will run again                                        | John Hacker   | Elected Position   |
| 2nd Vice Commander | Rob Penwell                           | Has done 2 years                                      | Evan Jones    | Elected Position   |
| Finance Officer    | Joe Frost                             | Will run again                                        | Joe Frost     | Elected Position   |
| Post Historian     | Eric Mens                             | Has done 2 years                                      |               | Elected Position   |
| Post Chaplain      | Jim McAvoy                            | Will run again                                        | Jim McAvoy    | Elected Position   |
| Sergeant At Arms   | Kobe Kelley                           | Will run again                                        | Kobe Kelley   | Elected Position   |
| Member at Large    | Lou Tranzillo                         | Will run again                                        | Lou Tranzillo | Elected Position   |
| Member at Large    | Bea Frost                             | Has done 2 years                                      | Rob Penwell   | Elected Position   |
| Member at Large    | Evan Jones                            | Will run again                                        | Alan Simmons  | Elected Position   |
|                    |                                       |                                                       |               |                    |
| Position           | Incumbent                             | Appointed                                             | Candidate     | REMARKS            |
| Adjutant           | Dan Dodge                             | Will run again                                        | Dan Dodge     | Appointed Position |
| Service Officer    | Lane Adrian                           | Will run again                                        | Lane Adrian   | Appointed Position |
| Parlimentarian     | Dale Todd                             | Will run again                                        | Dale Todd     | Appointed Position |
| Logistics Officer  | Jim Zelenski                          | Will run again                                        | Jim Zelenski  | Appointed Position |
| Public Relations   | Tony Schirillo                        | Not running                                           |               | Appointed Position |
| Membership         | Eddie Jenkins                         | American Legion Dept of North Carolina<br>Not running | Ed Barkley    | Appointed Position |



## ***BREAK TIME #1***

Coffee break...

10:00

min:  sec:  type:    
Breaktime for PowerPoint by Firas Simulation Ltd. Pin control when stopped

# *Post Commander*



- Serves as the Post's Executive Officer
- Represents the Post in all matters of public affairs
- Holds officers and committee members accountable for the conduct of affairs entrusted to them.
- Presides over and ensures orderly member and PEC meetings.
- Serve as an ex-officio member of all standing committees.
- Prior to annual elections, recommends appropriate candidates for Post elected and appointed positions.
- At the end of term, presents an annual report of Post activities and accomplishments including recommendations for the coming year.

## *1<sup>st</sup> Vice Commander*

Performs Duties assigned by the Post Commander and acts as the Commander in his/her absence.

Manages Post membership matters including:

- Procuring new members
- Verifying applicant eligibility
- Recording member meeting attendance
- Working with the Adjutant to maintain and update the Membership Roster



## *2<sup>nd</sup> Vice Commander*

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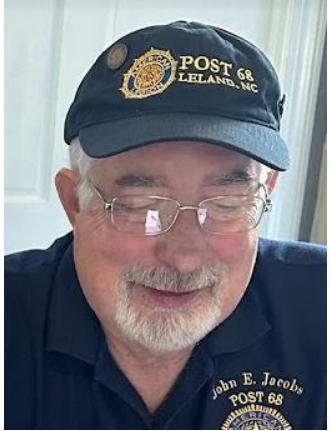
Performs Duties assigned by the Post Commander and acts as the Commander in his/her absence.

Manages Post patriotism programs and helps develop membership programs, activities, and social events.





# *Finance Officer*



- Manages all Post financial deposits, transfers, and expenditures.
- Ensures proper timely receipt of funds otherwise held by Post members (e.g., fundraising events).
- Maintains records in accordance with commonly accepted accounting procedures.
- Records transactions under appropriate headings so financial status is readily available.
- Regularly reports on the Post's financial position.

# *Post Historian*

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- Collects and retains pertinent records and data concerning the annual activities of the Post.
- As determined by the Commander or PEC, performs other duties as may properly pertain to the office.



# Chaplain



- Performs all necessary and appropriate Post religious services in a non-sectarian manner.
- Uses rituals as may be recommended by the National Headquarters of the American Legion.
- Shall not impose personal religious tenets on members.
- Keeps a record of veterans' graves and serves as be ex-officio chairman of the Funeral Committee.

## *Sergeant At Arms*

- Arranges the meeting hall, assisting the Commander and Adjutant in preliminary arrangements.
  - Preserves order at all meetings
- Leads the color detail at presentation and retirement ceremonies. \*\* (Bob Northrup)
- Plays a leading role in the Color Guard, burial detail, and other pageantry.
- Performs other duties as assigned by the Commander or PEC.





# *Members At Large*



- Prepare and present the Post annual financial audit.
- As directed by the Commander, review processes and procedures to identify areas for improvement
- Oversees implementation of changes.
- Perform other analysis/oversight as directed by the Commander and the PEC
- Serve as members of the Election Committee, if so appointed.
- Provide At-Large member meeting minutes to the Post Adjutant.

# *Adjutant*

- Serves as the Post's primary administrative officer. Duties include but are not limited to:
  - Maintains and secures all personnel records.
  - Records and distributes all applicable meeting Minutes.
  - Collects, manages, and reports on members' dues.
  - Publishes official orders, announcements, and communication with Post members.
  - Maintains a comprehensive and secure filing system of all Post, Department, and National records.



# *Service Officer*

- Updates veterans and dependents on rights and benefits granted them by law.
- Assists veterans and their families in filing claims and pension applications, as appropriate.
- Identifies veterans and veteran's families in need; visits families of recently deceased veterans.
- Cooperates with the NC Veterans Commission and the Veterans Administration.
- Performs other duties as may be assigned by the PEC or the Commander.



# *Parliamentarian*

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- Advises the presiding officer and other Post officers, committees, and members on matters of parliamentary procedure and provides non-legal advice during meetings.
- Performs other duties as may be incident to the office.

# *Logistics Officer*

Supports Post operations and activities by:

- Working with the Commander to coordinate and administer Post physical resources and assets.
- Purchasing, receiving, storing, and issuing all materials in support of the mission and activities, as may be requested or approved by the Commander, Finance Officer, and PEC.





# *Public Relations*

Maintains and enhances the Post's visibility and reputation:

- Plans publicity strategies and campaigns.
- Prepares presentations, press releases, reports, articles, leaflets, and brochures for appropriate distribution.
- Handles public, press, and other organizations' inquiries.
- Organizes and attends promotional events.
- Speaks at interviews, press conferences, and presentations;
- Analyzes media coverage.
- Undertakes relevant market research.



# *Membership Coordinator*

- Assists the 1<sup>st</sup> Vice Commander with all matters concerning Post membership.
- Supports individual members to improve member retention and participation.
- In coordination with Post leadership and members, recognizes and supports current members.
- Actively works to secure new members.



## BREAK TIME #2

TIME FOR A  
BREAK



10:00

mins:  secs:  type:

 [Simulation for PowerPoint by Flow Simulation Ltd.](#)

[Pin controls when cropped](#) 

# *Post Committees / Teams*

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**Americanism:** Dale Todd

**Social Media:** Tony Schirillo

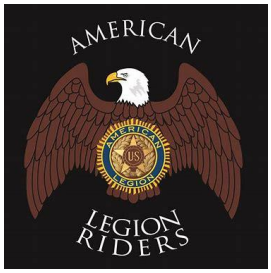
**Color Guard:** Robert Northrup

**Membership:** 1<sup>st</sup> Vice/Membership

**Service Officer:** Lane Adrian

**Finance Committee:** Joe Frost

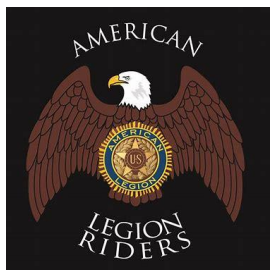




## *Post 68 Legion Riders Chapter*

- Post Riders are part of the American Legion Riders (ALR), a Legion-sanctioned auxiliary organization of motorcycle enthusiasts.
- Riders must be current members of The American Legion, American Legion Auxiliary, or Sons of the American Legion.
- Must adhere to Post Rules and the Department Constitution.
- Participate in community parades, motorcycling events, and other ceremonies that align with the Legion's aims and purposes.
- Promote motorcycle safety and support the American Legion.



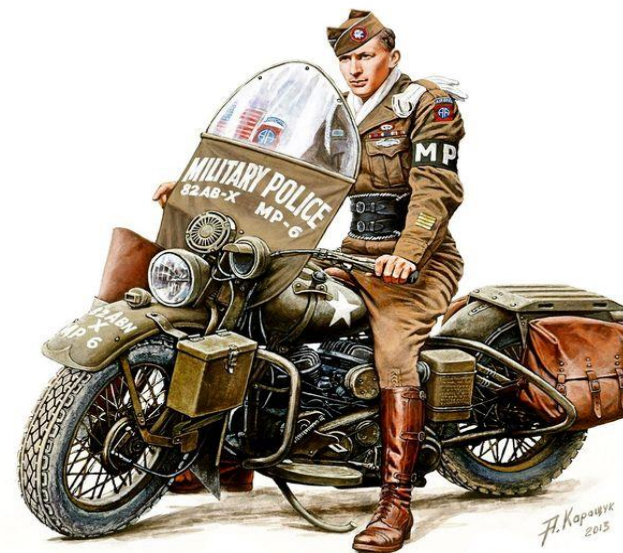


## *Post 68 Legion Riders Chapter*

Post 68 members including Lane Adrian and Greg Miller established the Legion Riders Chapter within Post 68 as of June 2018. Contact Lane Adrian for more information. Also, if you know of any veterans who are also riders, please let them know about this effort. We may get a few new members!



Meetings are held on the **third Thursday** of each month at **4:45PM** in the **Blossoms Restaurant** at Magnolia Greens in Leland. Meetings are on the same dates as the General Membership Meeting.



## *Post 68 – Support for Veterans*

Work with local groups to identify and support local veterans in need:

- Build wheelchair ramps
- Provide transportation to VA appointments
- Conduct home repairs
- Provide rent/bills assistance
- Arrange for transportation repair
- Assist in filing VA claims
- Provide Christmas gift cards to needy veterans
- Connect veterans with appropriate service organizations to provide needed assistance: SCC, BFA, VA



## *Post 68 – Support for Veterans - VEAC*

- The Veterans Experience Action Center (VEAC) event allows hundreds of veterans to meet with VA reps and other support organizations to assist them in receiving needed.
- Post 68 has provided more VEAC volunteers than any other Post in Southeast NC!





# *Post 68 – Veteran Support Events*

## Events & Activities Supporting Local Veterans

- Poppy Day collections
- Support for Veteran Memorials
- Memorial Services for Veterans
- Flag placement at veterans' gravesites
- Meeting with Vets at Leland Sr Center
- Wreaths Across America
- Legion Riders/American Honor Guard
- Direct support to local veterans
- Member picnics
- Veterans to DC trip



## *Post 68 – Member Support Events & Activities*

### **POST EVENTS:**

- Continuous Service Pins (awarded September)
- Social events with spouses
- Member “Get Togethers”

### **DISTRICT & DEPARTMENT ACTIVITIES**

- Attendance at District 9 meetings
- Attendance at Department Conventions and meetings
- Post 68 members are members/chairs of Committees and Commissions at the Department and National levels





## *Post 68 – Community Support Events*

- Unserviceable flag collection and retirement events
- American Flag education during Leland Founders Day





# *Post 68 – Community Support Events*



Members participate in –

- July 4<sup>th</sup> Parade
- Veterans Day Parade





## Post 68 – Community Support Events



- Members participate in -
- Leland Trunk or Treat
  - Founders Day
  - Downtown Wilmington Concert Series





## *Post 68 – Community Support Events*



Members of American Legion Post 68 in Leland participate in a Memorial Day remembrance ceremony at Hooper Family Cemetery in Leland, the final resting place of U.S. Army Private First Class John E. Jacobs, the only Leland resident to be killed during the Vietnam War. His sister, Rev. Martha Jacobs, is fifth from the right.

**American Legion Post 68 pays tribute to veterans  
on Memorial Day**



## *Post 68 – Community Support Events*

- Post donations support the Battleship USS North Carolina
- Provide support for the Vietnam Traveling Wall
- Legion Riders participate in Post events and community activities





## *Post 68 – Support to Local Youth*



### North Brunswick High School and local Scouts

- Oratorical Contest
- Boys / Girls State scholarships
- NBHS Freedom Wall exhibit



## *Post 68 – Support to Local Youth*

### North Brunswick High School JROTC





## *Volunteer – You Are Needed!*

- **Help organize and conduct Post social events**
- **Become a judge or assist with Oratorical Contest**
- **Help set up and staff Post fundraiser/community events**
- **Evaluate charities for possible Post support**
- **Become an interface to local organizations**
- **Join a Committee or Team to become INVOLVED!**





## *Post 68 – and much more!*

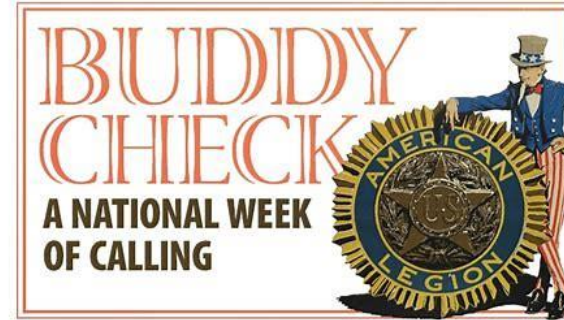
- **Open Post meetings with guest speakers**
- **Active Public Relations Campaign to inform area residents of Post events**
- **Involvement with multiple Community support organizations**
- **“We” support Veterans and our Community!**



# *Post 68 – COMMUNICATIONS – via your ADJUTANT*

- **Primary method of communication with Post members is via EMAIL!**

Subject: AL Post 68



- **Annual BUDDY CALLS**
- **Via US Mail for official docs, or members without email**
- **Announcements on Post website**
- **Communicate to us: Phone, Email, via website**



# *John E. Jacobs Post 68 – and much more!*

Post 68 Web Site: [NCPost68.org](https://ncpost68.org)

FaceBook / YouTube



<https://emblem.legion.org/>

*Proud Supporter  
of area Veterans*

**AMERICAN  
LEGION**

on the web @ <https://ncpost68.org>

John E. Jacobs

American Legion Post 68  
Leland, NC



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## HONOR & REMEMBRANCE

Honor and remember those who have served.

Feedback

**Known Issues:** [View issues and their status](#)

**LOGIN**

**REGISTER**

American Legion Dept of North Carolina



# THE AMERICAN LEGION

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## Basic Training

Learn about The American Legion in  
this self-paced online course



***WEAR YOUR CAP!***

*DON'T HIDE AS A LEGIONNAIRE!*



VETERAN

*WEAR YOUR LEGION CAP!*



LEGIONNAIRE



# *Legion Uniform Caps*



POST 'BLUE CAPS'



DISTRICT/AREA



DEPARTMENT



NATIONAL





# *BE-THE-ONE & Veteran Suicide Awareness*

 AMERICAN  
LEGION

**BE THE ONE**

LEARN HOW YOU CAN HELP AT [BETHEONE.ORG](https://betheone.org)



# *Post 68 – FUTURE TOPICS*

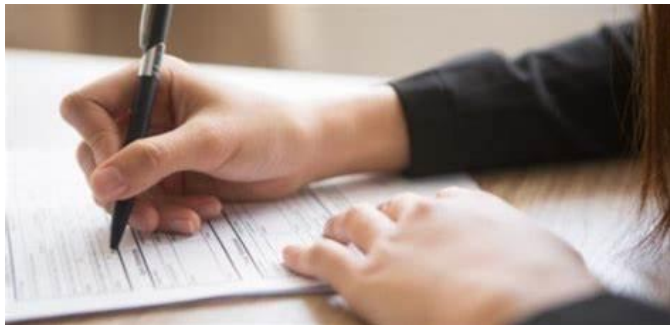
## *In person or as a Webinar*

- Uniform
  - Legion Basic Training
  - Meeting Protocols
  - MyLegion.org / Membership Reports
  - Post Website / Volunteer Sign-up System
  - Legion Benefits
  - VA Benefits
  - Flag & Emblem
  - “Be The One”
  - Department Programs and Opportunities
  - Officer Requirements
  - Post Programs
- Post Elections
  - Post Calendar - managing
  - Boys/Girls State
  - Oratorical Contest
  - Awards
  - JROTC Support
  - Bylaws
  - Buddy Checks
  - News Articles on Website
  - Google Calendar Updates
  - Mass Emailing via Gmail
  - Facebook Management
  - Post Telephone Number
  - Newsletters
  - AAR's and Recurring Events
  - Awards
  - Legion benefits
  - Cyber Security and Safety

# *John E. Jacobs Post 68 – WRAP-UP*

**QUESTIONS?  
FINAL COMMENTS?**

**PLEASE FILL OUT OUR SURVEY!**



# END OF SLIDES – THANK YOU!!!!!!

Please fill out  
survey sheet  
and hand in!

Thank you for attending today's session of Post 68 101 New Member Orientation. Please complete the survey below and turn it into the Presenter before you leave. There is a section below where you can leave any comments or suggestions.

|                                                            | Excellent                |                          | Good                     |                          | Poor                     |
|------------------------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                                                            | 5                        | 4                        | 3                        | 2                        | 1                        |
| Overall impression of the Post 68 101 New Members 101      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Was the training objective clearly stated clearly ?        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Were the presenters knowledgeable ?                        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Did the presenter(s) stay on topic and keep your interest? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Was the amount of material presented adequate?             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| The orientation was informative.                           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| My questions were answered satisfactorily.                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Did the orientation meet your expectations?                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

COMMENTS & SUGGESTIONS: