

**CALL TO 103<sup>rd</sup> ANNUAL DEPARTMENT CONVENTION**

**June 14 – 17, 2023**

- PURPOSE**
- To receive reports of the Department Officers, National Executive Committee, District Presidents and Department Standing Committees.
  - Consider amendments to the Department Constitution and Bylaws.
  - Elect Department Officers.
  - Elect Delegates and Alternates to the National Convention.
  - Transact other business as may be brought before the Convention.
  - Install elected Department Officers, District Presidents and Vice Presidents.

**REPRESENTATION** ARTICLE VII, SECTION (2), of the Department Constitution provides: Representation in the Department Convention shall be by Units. Each Unit shall be entitled to delegates based upon the number of members whose dues are paid up-to-date as provided in the Standing Rules.

3) Changes to the formula for delegate voting strength and the manner for casting votes may be determined only by a two-thirds vote of the Department delegates. Two delegates and two alternates and one additional delegate and one additional alternate for each fifty members, or major fraction thereof, whose current Department and National dues have been paid and received by the Department Headquarters, thirty days prior to the holding of the Department Convention. Each Unit shall have as many votes as it is entitled to delegates.

**REGISTRATION FEE \$20.00** SECTION K (5), of the Department Standing Rules provides: Each delegate, alternate, and delegate-at-large shall pay the registration fee set by The American Legion Department Executive Committee for The American Legion and its Auxiliary Convention.

**ONLY PAY \$20 FOR MEMBERS ACTUALLY ATTENDING CONVENTION AND ONLY LIST THE NAMES OF THE MEMBERS ATTENDING CONVENTION.**

**DELEGATE FEE \$10.00** SECTION K (4), of the Department Standing Rules provides: Each delegate, alternate, and delegate at large shall pay the delegate fee set by American Legion Auxiliary. **(DO NOT PAY DELEGATE FEE FOR ANY ALTERNATE ATTENDING BUT DO LIST THOSE THAT HAVE PAID CONVENTION FEE.)**

**CERTIFICATION OF DELEGATES AND ALTERNATES** Fill in the names and return to Department Headquarters (enclosing fee of \$10.00 per delegate and delegate at large in time to reach Department by May 15<sup>th</sup>, 2023. Do not pay the delegate fee for alternates. Mail both Delegate fees (\$10.00) and the convention Registration fee (\$20.00) to **American Legion Auxiliary, P.O. Box 1730, Wilsonville, OR 97070.**

**RESOLUTIONS** Section L of the Department Standing Rules provides:

- 1) All resolutions submitted for consideration shall be submitted to Department Headquarters 30 days prior to the Department Convention with the exception of resolutions emanating from a District Caucus less than 30 days prior to a Department Convention. **Deadline date May 15<sup>th</sup>, 2023.** All resolutions shall bear the signature of two persons and/or the Unit or District submitting them.
- 2) The Department Convention Resolutions Chairman shall, after all resolutions have been duly considered and acted upon by the Convention Resolutions Committee, present all resolutions to the Department body for final action.

Furthermore, a copy of any Resolution requiring the expenditure of Department funds shall be sent to the Finance Chairman as well as Department Headquarters by the Unit or member submitting same thirty (30) days prior to Convention – **deadline date May 15<sup>th</sup>, 2023.** They must be in proper form, typed.

**VOTING** ARTICLE VII, SECTION 9 of the Department Constitution provides: Each delegate shall be entitled to one vote. The vote of any delegate absent may be cast by the majority of the delegates present from the Unit. A delegate-at-large must be present to cast their own ballot. The manner for casting votes shall be as provided in the Department Convention Standing Rules.

ARTICLE VII, SECTIONS 4, 5, 6, 7 and 8 of the Department Constitution provides:

4. The Department President and Department Vice President shall be delegates-at-large to the Department Convention, with vote to be exercised with their Units, and shall serve as Department Convention Chairman and Vice Chairman respectively.

5. The National Executive Committee person, Department Secretary, Department Treasurer, Department Chaplain, Department Historian, Department Parliamentarian, Department Sgt.-at-Arms, and Department Assistant Sgt.-at-Arms shall be delegates-at-large to the Department Convention, with vote to be exercised with their Units.
6. Past Department Presidents in good standing in their Units shall be delegates-at-large to the Department Convention, with vote to be exercised with their Units.
7. The District Presidents shall be delegates-at-large to the Department Convention with vote to be exercised with their Units.
8. Each Department Committee chairman shall be delegates-at-large to the Department Convention with vote to be exercised with their Units.

**ALL SESSIONS will be held at The Mill Casino, Hotel and R.V. Park, 3201 Tremont Ave, North Bend, Or**  
**PLEASE NOTE THE FOLLOWING IS SUBJECT TO CHANGE:** Check the agenda in the Convention Book.

### **WEDNESDAY JUNE 14th, 2023**

**4:00-6:30 pm - JOINT OPENING, and Memorial Service**, this is a joint opening with The American Legion. **District Presidents, Department Officers and Past Department Presidents need to arrive at 3:30 PM to line up for processional.** Goal Unit Color bearers are to wear navy slacks/skirt and white blouse. **Goal Units will pick up the Goal Ribbon for the Unit Banner (flag).** **ONLY Goal Units will carry Unit Banners in at the Joint opening.** District Presidents are to wear Red Blazers, White blouse, and Black or Navy slacks or skirt for the Memorial Service.

### **THURSDAY JUNE 15th, 2023**

**8:45-10:00am - JOINT VETERANS AFFAIRS & REHABILITATION (VA&R)** This program is one that is near and dear to every Auxiliary Member. This presentation will feature three speakers: Noel La Lane, Director of Eagle Point/Roseburg National Cemetery (0845-0900); Steve Bates, Vietnam Veterans Memorial Fund (0905-0920); and Kirk Michelsen, Director of Fundraising and Development for David's Chair (0925-0940). You will be provided information on three distinct and important programs with VA&R: **1.** Veterans Burial Benefits, this is useful information for spouses, children, and veterans to understand who can be buried at a National Cemetery, how to make advance arrangements, and what paperwork is required. **2.** Learn about the Vietnam Veterans Memorial Fund, there is a traveling "Wall that Heals", they provide education on the Vietnam Era. **3.** David's Chair is a unique track vehicle that makes it possible for veterans to access nature like mountain trails or the beach. Learn how you can support one in your community!

**10:00am – Poppy Painting Session (must pre-register)**

**11:30am - 1:00pm - VA&R Lunch**

**All members encouraged to attend. Food sales will help manage Department expenses.**

**1:15pm - Opening / Business Session**

**5:00pm - 7:00pm - The Oregon American Legion Foundation Mix and Mingle**

### **FRIDAY JUNE 16th, 2023**

**9 am - Auxiliary General Session continued, (Dress Code – Red, White, and Blue Friday).**

**11:30am - 1:00pm - Americanism Luncheon**

**All members encouraged to attend. Food sales will help manage Department expenses.**

**1:15pm - Auxiliary General Session reconvened**

**5:30 - 6:30pm – Banquet Social Hour. All members encouraged to attend.**

**6:30 - 8:30pm - President & Commander Banquet.**

**All members encouraged to attend. Food sales will help manage Department expenses.**

### **SATURDAY JUNE 17th, 2023**

**9 am - Auxiliary General Session continued**

**10am-11:30am Joint Installation of Legion Family (TAL, ALA, SAL, ALR)**

Dress Code – Red Blazers, White blouse, and Black or Navy slacks or skirt **Mandatory for Incoming Officers**

**1:00-3:00pm - ALA Post Convention Meeting.**

**4 pm – Victory Party**

**Anyone giving a report on the convention floor MUST have a written report to turn in to the Department, with complete listing of awards and who the award was given to.** Or you can e-mail your reports to Department Headquarters for minutes.