

AMERICAN LEGION AUXILIARY
DEPARTMENT OF OREGON

Fall Department Executive Committee
October 29, 2023 | Klamath Falls, OR | Shilo Inn

Summary:

- Minutes of Convention & Post-Convention DEC – No approval, not distributed in time
- Ratification of Department Chairmen & Committee Members
 - Chairman -
 - Administrative Committee Member Tracy Peets
 - Americanism Sheri Russell
 - Auxiliary Emergency Fund Cyndi Dahl
 - Chairman Coordinator Karol Satterfield
 - Community Service Margie DeMoss
 - Girls State Director Connie Smith
 - Girls State Commission Member Cindy Hillyard
 - Membership Cindy Soria
 - National Security Yvonne Drury
 - Veterans Affairs & Rehabilitation Committee (VA&R) Marie Larson, Shirley Torrey
 - Portland VA Representative Marie Larson
 - Transplant Unit Marie Larson
 - Rose Court Geanne Horne
 - OVH The Dalles Gift Shop Geanne Horne
 - OVH Lebanon Gift Shop Michelle Wilkinson
 - Roseburg VA Representative Cindy Soria
- District 4 President & Vice President filled by DEC, Installation
- Consent Agenda - The following policies were approved via consent agenda
 - Accounting Principles Policy (GAAP); Administrative Committee Policy; Administrative Assistant II Policy; Business Credit Card Policy; Cancelled Unit Charter Funds Policy; Check & Debit Card Signing Authority Policy; Emergency Response Disaster Recovery Policy; Employer Provided Equipment Policy; Member Benefits Policy; National Candidates Fund; National Leadership Development Fund (Deleted); Receiving Cash Handling Procedure; Reserve Funds Policy; and Solicitation and Acceptance of Donations Policy.
- Two policies pulled for discussion:
 - Veterans Affairs & Rehabilitation (VA&R) Disbursement (tabled until January DEC)
 - Department President Project Fund (approved after discussion)
- Charter Cancellations Accepted
 - Unit 115 Alexander Harper District 10
 - Unit 96 Vale District 10
 - Unit 28 Grants Pass District 4
 - Unit 70 Glenn Morrison District 4
- President's report – includes information on joint President/Commander Project

Approved as corrected, January 20, 2024

**AMERICAN LEGION AUXILIARY
DEPARTMENT OF OREGON
DEPARTMENT EXECUTIVE COMMITTEE MEETING (DEC)
October 29, 2023 | Klamath Falls, OR | Shilo Inn**

The members were rapped to attention for our distinguished guest, National Vice Commander, Randy Edwards of Utah. Introduction provided Legion National Executive Committeeman Kevin Owens. Vice Commander Edwards brought greetings from the National Commander and provided insight on Legion priorities, how the Auxiliary can assist, and highlights from his visit to Oregon. Department Commander Cory Brockmann reminded us that The American Legion is focusing on servant leadership and the mission of caring for our veterans.

Call to Order by President, Catherine Brockmann.

With colors being we saluted the flag

Invocation by Chaplain, Gregoria Hernandez.

“Heavenly Father, we come to you in prayer for everyone in need for strength, comfort healing hope and love. We’d like to extend our condolences for all that have lost loved ones this year and may their memories be a form of comfort. We thank you Lord for our daily blessings and for gracing us to be here in the presence of these great ladies. Please bless all our veterans near and far, keeping them out of harms way. And bless their families for their mutual sacrifices. In your precious name, Amen.

Pledge of Allegiance was led by Sheri Russell, Americanism Chair and recited by all.

The National Anthem was sung by all present.

Preamble to the Constitution of the American Legion Auxiliary led by Pam Seelye, Parliamentarian.

POW/MIA, American Legion Resolution 288 recited by President Catherine.

The Fall DEC Meeting was declared convened.

Roll Call of Officers, Jody Marsh, Secretary:

President Vice President Cindy Soria, present; Secretary Jody Marsh, Past Department President (PDP) present; Treasurer, Helen Hisaw, PDP, present; Chaplain, Gregoria Hernandez, present; Parliamentarian, Pam Seelye, Western Division Community Service Chair, and PDP, present; National Executive Committee person, Krisann Owens, PDP, present; Alternate NEC, Jody Marsh, present; Barbara Sumner, Sgt-At-Arms, present; Suzanne Hurd, Assistant Sgt-At-Arms, present.

District Presidents, as roll call is taken, please introduce your Vice Present if present: District 1, Dianne Standing, present (Sheri Russell, VP); District 2, Gregoria Hernandez, present; District 3, Roberta “Bobbi” Peebler, present (Suzanne Driver, VP); District 4, vacant; District 5, Ginny Williams, PDP, present (Karen Banks, VP); District 6, Maggie LaMont, present (Mary Ward, VP); District 7, vacant; District 8, Trudie McGriff, PDP, present; District 9, Frankie Trask, present; District 10, Linda Schmidt, present (Shirley Torrey, VP).

Introduction of Past Department Presidents, Secretary Jody Marsh:

Krisann Owens 2018-2019, 2003-2004; Trudie McGriff 2010-2011; Jody Marsh 2011-2012, Pam Seelye 2012-2013, Ginny Williams 2013-2014; Linda Liebenow 2014-2015; Helen Hisaw 2017-2018, and Debra Godwin 2021-2023.

Introduction of Department Chairmen and Committee Members, Secretary, Jody Marsh, unratified chairmen will not be read:

Administrative Committee: Debra Godwin, Chairman; Helen Hisaw, member; Children & Youth, Angie McKinney; Community Service, Margie DeMoss; Constitution & Bylaws/Policies, Pam Seelye; Convention Chairman, Jody Marsh; Distinguished Guest Chairman, Ginny Williams; Education & Scholarship, Suzanne Driver; Finance Committee: Helen Hisaw, Chairman, members, Maggie LaMont, Suzanne Driver, and Bobbie Peebler; Legislative, Tracy Peets; Poppies & Poppy Poster, Dianne Standing; VA&R: Linda Liebenow, Chairman, Maggie LaMont; Portland VA Medical Center: Representative, Gift Shop Coordinator, Linda Liebenow; OVH Gift Shop Chairman, Geanne Horne;

Minutes of previous D.E.C.:

As these minutes were not distributed according to our Standing Rules, 'C. DEPARTMENT EXECUTIVE COMMITTEE: 11. Minutes of the previous Department Executive Committee or Convention and the budget will be sent out, via e-mail, to the voting members of the Department Executive Committee thirty (30) days prior to the upcoming meeting'; they will not be voted on. We will vote on them at our next DEC.

Rules of the Department Executive Committee, Jody Marsh, Secretary

Article V, Section 2 of the Department Constitution

The Department Executive Committee shall be comprised of the Department President, Department Vice President, Department Secretary, Department Treasurer, the District Presidents, National Executive Committeeperson, Department Parliamentarian, Department Chaplain, Department Historian, Department Sgt-at-Arms, Department Assistant Sgt-at-Arms and Past Department Presidents with membership in the Department of Oregon.

Those members with the right to vote are the Department Vice President, National Executive Committeeperson and District Presidents with the Department President voting in case of a tie.

Ratification of Department Chairman and Committee Members:

Please stand when I read your name, so everyone knows who you are.

Department Officer –

Historian

Department Chairman -

Administrative Committee Member

Americanism

Auxiliary Emergency Fund

Chairman Coordinator

Community Service

Girls State Director

Girls State Commission Member

Junior Activities

Leadership

Membership

National Security

Public Relations

Veterans Affairs & Rehabilitation Committee (VA&R)

Portland VA Representative

Transplant Unit

Rose Court

OVH The Dalles Gift Shop

OVH Lebanon Gift Shop

Roseburg VAMC Gift Shop

Roseburg VA Representative

SORCC VA Representative

Tracy Peets

Sheri Russell

Cyndi Dahl

Karol Satterfield

Margie DeMoss

Connie Smith

Cindy Hillyard

Cindy Soria

Yvonne Drury

Marie Larson, Shirley Torrey

Marie Larson

Marie Larson

Geanne Horne

Geanne Horne

Michelle Wilkinson

Cindy Soria

May I have consent to ratify these appointments? Consent given by the voting members of the DEC.

District 4 President & Vice President:

Two members from District 4 have come forward to fill the important position of President and Vice President. President Patsy (Patricia) Sakraida of Williams Valley Unit 50 and Vice President Bonnie Smith, Medford Unit 15.

Our Parliamentarian Pam has provided the following information from our governing documents:

Constitution: Article V Section 1 - Between Department Conventions, the Department Executive Committee shall serve as the governing body of the organization with fiduciary, policy, and strategic responsibility for the organization.

Standing Rules, page 5, C6 - In the event the Department President, Department Vice President, National Executive Committee person or a District President becomes incapacitated or is otherwise unable to discharge the duties of Department President, Department Vice President, National Executive committee person, or a District President, the Department Executive Committee may declare the position vacant.

Constitution, Article IV, Section 5.

In the event of a vacancy in the office of Department President, the Department Vice President shall become President, a vacancy in the office of District President, the District Vice President shall become District President, and shall assume the duties and authority of the office. Vacancies occurring between department conventions in these offices other than Department President and District Presidents shall be filled by election by the Department Executive Committee, and any member of the American Legion Auxiliary, Department of Oregon, in good standing, shall be eligible for election to such vacancy.

President Catherine: I would entertain a motion to declare the offices of District 4 President and Vice President vacant? So Moved Second? received

There is a motion on the floor to declare the offices of District 4 President and Vice President vacant. Is there any discussion?

All those in favor "aye", those opposed nay (none)?

I would entertain a motion to fill these vacant positions with Patricia (Patsy) Sakraida of Williams Valley Unit 50 at District 4 President and Bonnie Smith of Medford Unit 15 as District 4 Vice President. Second. There is a motion on the floor to fill the vacant positions. Second

All those in favor of filling the District 4 President vacancy with Patricia (Patsy) Sakraida of Williams Valley Unit 50 and the Vice President vacancy with Bonnie Smith, Medford Unit 15 please say 'aye', opposed? President Catherine: Motion carries, YAY, hallelujah

INSTALLATION – of District 4 President and Vice President. PRESIDENT CATHERINE: Will the Sgt.-at-Arms please advance the installing officer Krisann Owens to the podium.

INSTALLING OFFICER: Sgt.-at-Arms please escort Patricia and Bonnie, to the front of the dais for the purpose of installation.

3 raps of the gavel to stand delegation.

INSTALLING OFFICER: Patsy and Bonnie, please face me.

You have been chosen to fill the Offices in District 4. You will familiarize yourself with the duties of your offices as given in the book of procedures. Always remember that the welfare and success of this Department depends upon you. Therefore, I would remind you of the obligation which every American Legion Auxiliary member assumes –the obligation of preserving the integrity of the American Legion and the American Legion Auxiliary, contributing to the aims and purposes of our organization, the ideals of justice, freedom, democracy, and loyalty. Please now raise your right hand and repeat after me, saying your name, where I say mine.

I _____ - promise to perform faithfully== and impartially == all the duties of the office I am about to assume== and I further pledge== that I am not a member of== and do not subscribe to== the principles of any group== opposed to our form of government.

Will every member of the American Legion Auxiliary here please stand. Raise your right hand and repeat after me. I solemnly promise==to renew my pledge of service==to the American Legion Auxiliary==and to give wholehearted support==to our Department Officers.

You may all be seated with the exception of Patsy and Bonnie.

Bonnie, as the **District 4 Vice President** you will serve this year as the Rehabilitation Chairman in your Districts and will serve as the District President in her absence. As rehabilitation Chairman you will need

to learn the VA&R program, learn what is needed at the hospitals that the members in your District can assist in supplying and encourage the members to work in all aspects of the VA&R program. You are also to assist your District President in whatever way she requests. Congratulations to you and have a great year.

INSTALLING OFFICER: Patsy, you have been chosen as the **President of District 4**. This is an office of great responsibility. As District President you will be a voting member of the Department Executive Committee. You will make preparations and preside at District meetings, conferences, and caucuses. You are also the membership chairman of your District and will work very closely with the Department First Vice President. You are to be the Liaison between the Units and the Department President. Plan to visit each of your Units at least once, get to know your Units and the ladies of your District and keep your Department President informed as she directs. This can be one of the most rewarding years you will spend in the Auxiliary because you should have close contact with your Units as well as the Department. Your involvement with your Units will give you the opportunity to know the personality of each Unit and the ladies individually and this can be an exciting experience. To be a successful District President is work but it is also fun and beware, there are many good cooks out there and they are just waiting for you to visit! You will also execute other matters as requested by the Department President and the Executive Committee.

Ladies the Office of District President and of District Vice President are very important, not only to the success of your Districts, but to the overall success of our Department. It also can be one of the most rewarding offices you can hold. Your District will prosper if you serve with enthusiasm, dedication, and concern. As your District prospers so then will our Department. My congratulations to each of you and enjoy your year. Let's all welcome them. *(Lead applause)* You may be seated.

INSTALLING OFFICER: I now return the podium to President Catherine to continue with regular business.

President Catherine asked Patsy to take her seat between Bobbi Peebler and Ginny Williams

Consent Agenda | Guidelines

Parliamentarian Pam Seelye: Good Morning! That was really an exciting morning! We ratified our chairmen, we have a new District President and Vice President, we are on the move.

Now we have other business to do...You received via email the 17 policies. What the consent agenda is, hopefully you've read the policies, and any policies you had questions on we will be pulling out. The policies with no questions on we will vote in one package on those, so we will not be here all day.

At this time, does anyone have any policies they would like pulled so we may discuss them afterwards?

Helen Hisaw, Treasurer: I would like to pull the Veterans Affairs & Rehabilitation (VA&R) Disbursement Fund and the Department President Project Fund.

Pam Seelye: If the voting members would pull those policies and put them to the side. At this time Madame President, I recommend that we adopt the policies presented in writing except for the Department President's Project Fund and the VA&R Disbursement Fund.

President Catherine: There is a recommendation to approve the policies with the exception of the two set aside. We will now vote on the policies remaining in the consent agenda. All those in favor say "aye." All those opposed say "nay," none. Motion passes.

The list below comprises the policies approved using the consent agenda:

Accounting Principles Policy (GAAP); Administrative Committee Policy; Administrative Assistant II Policy; Business Credit Card Policy; Cancelled Unit Charter Funds Policy; Check & Debit Card Signing Authority Policy; Emergency Response Disaster Recovery Policy; Employer Provided Equipment Policy; Member Benefits Policy; National Candidates Fund; National Leadership Development Fund (Deleted); Receiving Cash Handling Procedure; Reserve Funds Policy; and Solicitation and Acceptance of Donations Policy.

Parliamentarian Pam Seelye: Now we will address the discussion on the Department President's Project Fund.

Helen Hisaw, Treasurer: It is the recommendation of the Finance Committee that a timeline be added to this policy. That the funds must be disbursed before the close of books on July 31st, unless there is an exception approved by the Finance Committee.

Pam Seelye, Parliamentarian: Madame President, I recommend that the Department President's Project Fund Policy with the following addition to be inserted right after the paragraph describing the due date of donations to Department:

Funds to be disbursed by July 31st unless an exception is approved by the Finance Committee.

President Catherine, there is a recommendation to approve the policy with the addition. All those in favor say "aye." All those opposed say "nay," none. Motion passes.

Pam: Nowt I'd like to address the discussion on the Veteran's Affairs & Rehabilitation Fund Disbursement.

Helen Hisaw, Finance Chair: Madame Parliamentarian, the Finance Committee suggests that we table this until our next DEC. On the basis that VA&R disbursement of funds, how that happens and what you need to do is not in here.

Pam: Madame President, I recommend that we table this until our January Zoom Meeting, which will be in a set time and conform with Roberts Rules of Order.

Catherine: There is a recommendation to table the VA&R Fund Disbursement Policy until the January DEC. All those in favor say "aye." All opposed say "nay," none. Motion passes. We will discuss that at the Mid-Winter DEC.

Reports from Department Officers

Secretary, Jody Marsh: Good Morning, thank you all for coming. I have just a couple of announcements. This has been a whirlwind! I want to give my devotion and appreciation to Linda Liebenow, this is not a job for the faint of heart.

First off, you will all notice you are missing your expense reports, that was just something that went right over my head. I apologize, I will get those out to most of you via email on Monday.

Madame President, I know the minutes can't be voted on, but I didn't know if anyone wanted to have any discussion or if there are comments as an education for me. They are longer. I know the rules say to be specific to just the business at hand but in my head, I wanted to have something that members that didn't attend the convention could see that it's not just a cut and dried kind of event; there was fun and laughter and that kind of thing. No discussion? Cool.

I just wanted to share something I received from National Convention. When you go to National many department officers and *chairmen* will send small tokens to their counterparts in other Departments. The Secretary of Rhode Island sent this little survival kit. Although it states for Secretaries, this applies to every member in the organization. This little bag has *marbles to replace the ones that you've lost on the job; Starburst (candy) for that burst of energy that you'll need; a Payday (candy bar) need I say more; a paperclip to help hold it all together; a rubber band to remind you to stay flexible; a Peppermint Patty to help you keep your cool; a piece of string for when you get to the end of your rope; a Tootsie Roll to help you roll with the punches; and matches to light your fire when you're burnt out.*

Treasurer, Helen Hisaw: Good Morning, first I'd like to recognize my awesome Finance Committee, Maggie LaMont, Suzanne Driver, and Bobbi Peebler. These gals are wonderful. I'd like to first talk about the 2022-2023 budget final. This is probably the first time these numbers are being seen. I do believe we have a spare if someone wants those. As you can see the budget in front of you was short on the projected or proposed amount by \$114,135. We ended at 96% income from membership. There were no monies moved from reserved funds because we did not actually go in the hole. Part of the stuff that made that up was we had more monies received for Department Convention Registration and the sad part is we had more money from charters closing. The good part is the miscellaneous income and donations helped a great deal... There were several items that went over budget, we knew some and others were a bit of a surprise. The office supplies are over budget, I don't have a good explanation for why. We budgeted for \$600 and spent \$718.20, that entails items and supplies that need to be bought for the office. Copy paper we split in half with the rest of the office. The insurance and fidelity were over budget, we knew that was going to happen there was \$642 that was returned to us due to a mistake, in that our previous assistant paid an insurance bill after we had moved

to a different representative. She found a bill and thought it needed to be paid. Our new rep reached out to the office and within 24 hours we had our money back. I was really glad to have our rep at that point. We also added theft which brought it up a little bit.

We're a little bit over on computer software but we've also been doing a transitioning on the website and we're moving that transition to the person who did that for us, and we paid him up front. We've already experienced part of what this year's bill for that kind of stuff.

Under the line item for Office Equipment purchased it show s\$1,057.47 actual that needs to be backed out of there because the purchase was completely covered by donations. In fact, we have money left over so we can talk about something else.

DEC meeting expenses are slightly up due to the fact that rooms are more expensive, so we've paid more for hotel accommodations. We are also paying for meeting rooms and such which we haven't in the past, like 2, 5, 7 years ago. In the past year, year, and half we started paying for, like the meeting rooms we had at convention. So, it increased a little bit, and we do our budget way before this happens, and I did not get a heads up. I've got one now, so when we sit down to the budget this year, we should be closer. Although I don't think it's incredibly unreasonable of how much over we went. Also, we are overbudget in the year-end audit as that increased from the previous year. Again, we engage the auditor before we do the budget, he is definitely cheaper. Technically, they are not making any money doing our 990 for us. In fact, we will be using him next year.

There are several items on the budget that are under budget, some by quite a bit, I'm still not getting reimbursement requests for the District President's travel and postage submitted to Department. Remember, if you don't want it, that's great, you can donate it back to Department. But I have no way of knowing what the person after you is going to need or want you need because I don't get the information and I don't do those travels so we really the need the information so that when we sit down and do the budget next year we can a little closer and prepare a little better. The last thing I want to do is tell you we went over budget on something. It's really important that I get those reports in. Whether you choose to donate the money, it is greatly appreciated, I am interested in the information.

I'd like to point out that our VA&R restricted income was 127% of budget, that's income. We received more than we budgeted. One of the reasons for that is (line 118) look at the actual for July 31, 2023, for our poppy proceeds, outstanding! Now to the complaint, like I do. Our VA&R expenses were at 49% of budget. I was so excited to hear that we have Linda Liebenow at the helm, and we are going to do our part to start educating you on how to get those funds spent. That was part of why we wanted to pull the VA&R policy. We want to get more specific about how you get to the money. First thing, if I haven't gotten the information out to you yet, talk to Linda Liebenow. That's kind of a pillar of what we are doing, and we need to figure out how to help more. Extremely excited that Cindy Soria has taken over representation at Roseburg. Thank you very much. With all of us working together, we can start figuring how to get it out. We do very good at the gift shops, we get the word out and are successful. We are not as good with patient needs, those kinds of things. The transplant unit is plugging right along with Marie Larson, I get information once a month, we're getting receipts, it's getting turned around. She is doing fabulous. She could spend more that's for sure. See the last page after the balances and you will see the VA&R balances and how much we have to spend. It's great that we all donate, let's start spending it where it is needed.

The gift shops are going to be opening up this year, with in person. The dates will be provided in the VA&R report.

On September 29th, the Finance Committee met at Department Headquarters to complete and internal audit of the books. There were no issues found at all. According to the committee, that was one of the best, easiest, and more ready audits that we've performed. Remember that our new Administrative Assistant is the one who prepared for us, and she had it all there. We were there from 9-Noon, and it was a breeze. All the information was readily available.

We have engaged the same CPA as before, Jerry Sieford & Company. They are currently working on the filing of our 990. We chose the same company we have used in the past few years. We like their work, they are very good, they are easy to work with, they are informative. Their quote was close two thousand dollars cheaper than the any other one I got. They are really working with us trying to keep that cost down.

Let's go to our financial statements. A question was posed at the Post DEC, it was questioned why reserves are in investments rather than CD's. It was discussed fairly well amongst the Finance Committee and their recommendations are to leave it alone. Let it grow back to where it was. If we take it out while it is down, you have absolutely no opportunity to get it back. Historically, the last couple of

years since we've been doing this, the fourth quarter is where we make a jump. Our money is pretty protected. It doesn't move a lot; it doesn't make big drops or uplifts. But still the Christmas shopping and the holidays will affect us some. I think we'll be just fine. If you look at the Ameriprise statement being distributed now, it says we have \$241,151.08 in investments. Our original investment a 18-24 months ago was \$255,500. We are down \$14,348.92 overall. If you look at the graph you can see that we are starting to climb back up. We climb a little bit and then level out and that is currently repeating. I have a meeting with Scott, and he is willing to come speak to the body if that's what we want. I think by the end of the year, we will be back to close where we started.

We are budgeted to spend \$ 8,993.90 over our budgeted income for 2022-2023 year. WE actually are \$14,794.19 to the good because of the many generous donations and the attention to expenses. I'd like to remind everybody that by not putting in a request for reimbursement it does not help us understand what our needs are.

The very last page of the budget shows the donations. At the last DEC we voted to take the @1,136.37 cents from the general office donations and move them to cover the technology expenses. So that account (technology) broke even. We still have \$2,490.79 in the general office fund from donations. Dani informed me a couple of days ago that old computer, the oldest one that was still there, left us, due to age. We did receive a quote to get a new replacement for that. It is the recommendation of the Finance Committee to use some of these funds (\$2490.79), up to \$950.00 to replace the other computer. The software that we have (Microsoft, protection, etc.) all have extra users available, so we do not have that expense.

President Catherine: We have a recommendation from the Finance Committee to spend up to \$950.00 on a new computer and things. All those in favor say aye (ayes received), all those opposed (none), Motion passes. Thank you very much, Linda will be happy.

Helen: Part of the monies will be for a wireless mouse and keyboard, to help us enter the new age. Please note that we never want to meet a budget by using turned in money from closed units. That is not what we are here for. I cannot thank you enough for the donations that were made last year that enabled us to bring our office up to date, to have the right equipment. The scanner has been a great asset with QuickBooks as all the invoices and bills are connected to the expense. Your donations allowed us to purchase the various equipment that makes the office function better. We also need to purchase a new chair or two. It is also the recommendation of the Finance Committee that we those funds (\$2490 less the \$950) that we just talked about to purchase additional equipment, mainly chairs, in the amount of \$300. We estimate that each chair will cost \$130, we'd like to get at least two if not three depending on the cost.

President Catherine: We have a recommendation from the Finance Committee to spend up to \$300.00 on new office chairs. All those in favor say aye (ayes received), all those opposed (none), Motion passes.

Helen: Thank you. One more quick thing. We had the Poppy Painting event at convention. We have paid the bills for that (supplies & room), the remaining balance is \$487.88. It is my understanding Debra, that this money is to be used for training our membership this year. Debra Godwin: Absolutely! Before this addition, the training budget is \$389.67 so we will add that, and we will have approximately \$877.55.

The National President visits, that money came from Krisann and her President Project Fund. That balance is \$1,439.78, so we still have money we can use from there. Again, your donations have made it easier for us, as a committee, to move things along and progress. Thank you very much, thank you to the committee, and thank you Madam President.

Chaplain, Gregoria Hernandez: If you have anybody in need of prayer or a special note. Please let me know. I haven't received any this year so far. I will be happy to work on that.

NEC, Krisann Owens: We did some training for the new National Executive people at National Convention, and it was given by our National paid Parliamentarian, Chris Dickey. She went over some things that actually apply to us, collectively as a group, as individuals, as Unit members. Number one is the Duty of Care. You have a duty to this organization to care for it, to protect its name, to make sure

what you are doing within the mission and scope of the organization. It has to be reasonable care. Please District Presidents, don't ignore things that are sent to you, read everything, show up. Thank you for being here. Everybody is invited to these meetings. Just because it is thing where only these members vote; you need to know what is going on because this is your organization. Your money your everything because we live this.

A Duty of Loyalty, that's pretty simple. We are loyal to the organization. Make sure that sure that you are familiar with conflicts of interest. And confidentiality, I cannot express that enough. Please, if something is going on in a Unit between members, we do not want to know. Let the Unit sort that out. Because that's how rumors start. We don't want that anymore. We want everyone to be upfront. You don't like me, tell me. I don't care, I'll move on.

The Duty of Obedience, and that sounds a little weird, right? Really what it means is that you are ready and willing to follow the mission and fulfill the mission. It's not a bad thing, it's just something that we do. Your presence here is doing something for this organization.

Silence gives consent. If you abstain from a vote, you actually voted yes, whether you think so or not. Abstaining is your prerogative; you need to think of that as votes come up. We are it. We are the ones that are keeping this organization going. Recruitment and all of those things with membership are all tied together to us and how we behave, and how the public see's us.

Just remember to have fun but take care of this organization at the same time. Be aware of what you are doing and what you are saying and who you are saying it to. You want to be right about everything, but don't tell anybody you don't know. This is one of the biggest lessons you'll ever learn in leadership. Don't ever look at someone after they've asked you a question and say, "I don't know." You can say, "let me think of this for a second," or "I have an idea in my mind of what we can do but I want to confer on it, so can I call you in a day, an hour." Take a breath, let the person know that we can figure it out together. If you need help, call somebody. There is a lot of help out there. That is the end of my report, and I will write it up for you.

Vice President, Cindy Soria: Good Morning everybody. My report is in the book of reports. I'd like to take a moment to talk about the Vice President position. This is my second time as VP, and it has been awesome. I have learned so much about this organization, if you are as devoted to the American Legion Auxiliary as I am, this is a position you would really enjoy being in. It's not *that* much work. You work with the President; it gives you the opportunity to learn more and move up if you chose to the Department President position. The President and I keep in touch twice a month by phone. We discuss what each of us is doing; where we are going to be, what we need to do, what's coming up for us. I just want to say that I really appreciate being in this position and I appreciate you for letting me have this opportunity again. Please, if we don't have a VP, which is very important, it's going to be really tough for the President coming in. Please consider coming up, be with us. I'm part of you, just because the position says Vice President doesn't mean much to me really. It means that I am serving the organization and serving my veterans. If you'd like to talk with me about what the position entails, I'd be more than happy to. We are going to be seeking someone to be VP next year. Madam President, is there anything that you'd like to add?

President Catherine: Being Vice President is fun! You get to do so many things and learn new things and go to more Units and go to different meetings and learn things from different sides. You learn more about voting, how scripts work.

VP, Cindy: That concludes my report, thank you.

Before we move on to District Presidents, we will have a ten minute break. It is 9:35, please be back by a quarter to 10:00.

President Catherine: I'd like to clarify something that happened a little earlier. Cindy came as a Department Officer; she is the Vice President. So, she has a role as the Vice President. The VP does not have to be the Membership Chairman. It just happens in our department that it is. So, she will be giving another report when we get to membership. It's about keeping the roles separate. We want people to know that the Vice President has a role other than membership. If I leave the room, Cindy is here doing this job. There are things the Vice has to do that has nothing to do with membership. There are two jobs, two hats.

Reports from District Presidents:

District 10, Linda Schmidt: Unfortunately, I have two Units that we need to close their charters.

1. Alexander Harper Unit 115, Dayville. They have a population of 137. Nancy Moore has been a one woman machine that has kept this Unit going for more years than I can count. They are now a widow Unit on top of it. She has sent out letters, made phone calls, visited with the one other member that lives in Dayville who is 87, and is probably one of the younger ones. Nancy has paid most of the dues and she is on a fixed income. She has kept it at 11 members, she is very active although she has no funds coming in and no bank account. She does donate to the schools by raising selling maple bars. She goes to the school cafeteria and the children help her. They just finished making 90 dozen maple bars. It's too hard for her to me a one person shows. She knows everyone in town and knows there are no membership possibilities. She does not have the Charter or a bell.

President Catherine asked if Department had a copy of the letters that were sent. Linda reported that most were phone calls, and she firmly believes in Nancy's word. She doesn't have a computer. She (Nancy) is transferring to John Day. None of the other members have transferred yet, although they report intent.

Linda Schmidt: I would like to move that we accept the charter of Alexander Harper Unit 115, Dayville.

President Catherine: There is a motion on the floor, that has been seconded, to accept the charter of Alexander Harper Unit 115, Dayville. Is there any discussion? Then we will take a vote. All those in favor of closing Dayville, Alexander Harper Unit 115, please say aye, "aye,"; all those opposed, say nay (none). Motion passes.

2. Vale Unit 96, Dottie is in her later 80's. She also pays most of the members dues. There has not been a bank account for several years. She had no fund raisers and the bank charges \$5 a month for zero balance. She was putting her own money into the bank just to keep it open, so she closed it. She (Dottie) has transferred to Ontario Unit 67. There are an additional ten members that have also transferred, nine to Unit 67 and one to 114, so we have not lost any members.

President Catherine asked if there was a flag, bell or charter and District President Linda assisted with the search and reports there is not. It is also Linda's recommendation the Unit histories, remain at the Post as there it is important to the community.

District President requests that the charter for Vale Unit 96 to accept and the Unit closed.

President Catherine: There is a motion on the floor to close Vale Unit 96, that has been seconded. Is there any further discussion? There was a question from District 6 President if all the proper notices have been sent and Linda Schmidt responded yes.

All those in favor of accepting the charter for Vale Unit 96, please signify by saying aye, "aye:" those opposed say nay, none. Motion passes.

District 4, Patsy Sakraida: I would like to thank everyone for welcoming myself and Bonnie to your group. I feel like we are in very good company. Everyone has been so kind in offering their help. We do have a Unit that is closing, Grants Pass Unit 28. I don't have many details so Cindy Soria will provide those.

Cindy Soria: We are asking for you to accept the charter for Unit 28, Grants Pass. They have been nonexistent for quite a few years now. The only active member is now in a care home, her health is bad. We have tried to revitalization, have meetings, get together over the last few years. The Post did not support the Unit, and the Unit was asked to leave. I've met with the post, and they are still opposed. With that being said, I have their charter, I have their flag, I have their checkbook. I tried to work with the President, but with her condition, I am not getting a response. I do not know what is in the bank.

President Catherine: We have a motion on the floor to accept the charter for Grants Pass Unit 28. Is there a second? Received. Is there any discussion?

Krisann Owens: To confirm, you have the checkbook and no bank statements. Somehow, we need to get into that account, not sure how to do that.

Cindy Soria: I went to the bank and because I am not on the account, I cannot have access. The bank asked if I could get minutes and said they don't have any.

Ginny Williams for Karen Banks, District 5 President & VP respectively: Karen has suggested that Cindy go to the bank with a Power of Attorney naming Cindy Soria as signer so that the account can be closed and finalized.

Cindy Soria: Thank you for that information, I will look into that and Krisann, will you help me with that?

Gregoria Hernandez, District 2 President: Can the member call the bank to get the balance and write a check close it?

Maggie LaMont District 6: This body, supersedes the Units. If we provide the minutes from this meeting accepting the charter and provide that to the bank, we should be able to close out the account, but we have to vote on it. We can just provide an excerpt from the minutes of this meeting showing the vote.

President Catherine: With that understanding, we have a motion on the floor to accept the charter and close Grants Pass Unit 28 and it has been seconded. If we vote to close and get it in the minutes and take those minutes to the bank and that's what they need to be able to close the account. Patty Beaver.

Maggie: We may want to make sure that we take over the authority of the Unit to be able to access the bank records.

Gregoria: Does the account say American Legion Auxiliary on it? Cindy replied yes along with Unit 28. Amend the motions as follows:

Cindy: I move to amend the motion on the floor, that the Department Executive Committee assumes the authority over Unit 28 Grants Pass, with Cindy Soria as the authorized representative.

President Catherine: There is a motion on the floor to amend the first motion to have the DEC assume authority of the Unit 28 Grants Pass with Cindy Soria as the authorized Department Representative. Is there a second, seconded. Is there any discussion. Hearing none, we will take a vote on the amendment. All those in favor say aye, "aye"; all those opposed say "nay." The amendment passes.

We have a motion on the floor to close Grants Pass Unit 28 and accept their charter, with the amendment. It moved and seconded, any further discussion? No, we will vote. All those in favor of the motion with the amendment please say "aye," aye; those opposed say "nay" (none). The amended motion passes.

Cindy: There is another Unit in District 4 that would like to surrender their charter and that is Glenn Morrison Unit 70. We have tried for a few years to keep this Unit up and going and there's nobody to do anything. I've moved away and it's too far. Letters went out last year and decided to give it another try. There was a meeting last week and voted to close. There is nothing in the checking account except for restricted fund. The post is being sold. There are a lot of changes. I ask that the DEC accept the charter of Glenn Morrison Unit 70.

President Catherine: Is there a second? Second received. Is there any discussion? I would ask if you have the bell, the charter, the flags?

Cindy: I didn't bring it with me, but I will get it into Department.

President Catherine: Department has a copy of the letter sent last year? Cindy replied yes. And the minutes from the meeting last week? Cindy replied she was transcribing them now. And the bank account needs to be closed and the poppy funds turned into Department. Any further discussion?

We have a motion on the floor to accept the charter for Glenn Morrison 70. All those in favor say "aye," aye; all those opposed say "nay" (none). Motion passes.

District 9, Frankie Trask: Cindy just kind of woke me as a member, I've got three Units, pick one!

President's Report:

My report is in the book of reports, and there has been so much that has happening and will continue to happen in the next few months. I spent the last half of this week traveling with National Western Division Commander, you all met this morning. It was great to visit. We went to Grants Pass and Cindy came over. Yes, there were no Auxiliary members present...Williams was a great visit, I had never been there before. It was fun to be there for the first time. The people there were great, they work together as a

family. It was wonderful to see them. I have a few more visits planned in the next few months too. Remember to pass on the President Visit request form to your Units if they would like me to come visit, they just have to complete the form, and I am more than happy to schedule time to come. November 7th I will be going to Mt. Angel Unit 89 to one of their meetings with the Americanism Chair and she is presenting them with some fun stuff. November 11th I am doing a BE THE ONE event in White City that I think includes a parade and event at the high school. November 12th I am at Washington 2 with the Unit and Post for a Veteran's Day event they are having that day. November 13th I will be attending the memorial service for Past Department Commander, Pasty Nestor, in Tigard. December 9th there is a District 3 meeting in Brownsville that I hope to attend. December 9th is also the Department Christmas Party at Aloha Post from 6-8 PM. We are looking to have social time before that starting at 5 if you want to come early, see the Post, and meet people. We are having a dinner, a white elephant gift exchange. We also intend to have a few raffle items to raise funds for the President/Commander project this year. December 16th is Wreaths Across America, and we intend to be at Willamette for that, also the District 1 meeting in Tigard and we usually finish with Wreaths by 1:00 so I hope to be there as well.

The Commander and I have a joint project (info flyers distributed to entire body) to fund a David's Chair "tow & go." A David's Chair is track chair (has tank tracks on both sides) and they are made for people that have mobility challenges, it helps them get out and engage in outdoor activities that they were unable to do, and they are free of charge. There are a lot of places on the coast of Oregon that already have these, and the chairs can go on the beach, they can go in the ocean with them. It's a wonderful opportunity. We feel that this track chair, instead of being housed a facility, like a Legion or a community center where there isn't the ability to on the beach right there. The "tow & go" there is trailer, that acts as a charging unit, and a truck can back up to the trailer and take the chair to wherever it will be used. For instance, the beach or the mountains

We're raising the funds to brand the trailer with an The American Legion Family "wrap." This way as the chair is traveling down the highway or through a community, we are advertising, or wherever the trailer is housed.

The estimate is \$5,000 for the wrap from a company that works with David's Chair, so there's a discount. A chair with a trailer and the wrap, the cost exceeds \$20,000. David's Chair does not charge the city's that receive the track chairs, that is their mission – to put these chairs where people have access to them at no cost. David's Chair has massive fund raisers with people with lots of money to get these chairs out without charge.

If we can raise \$5,000 plus, we can get a trailer to go with one. To let a little secret out, they are looking to place one at the Edward C. Allworth Veterans' Home in Lebanon and we wouldn't it be nice if that were the branded one, that then can go up into the woods or streams around there. That's our joint project. The flyer gives donation details, there will be raffle items at the Department Christmas party, we will have other raffles throughout the year to raise funds. Commander Cory was having a conversation with a random person in his travels who paints, and she painted this awesome poppy painting that she donated for us to use. It's currently hanging on my wall and I'm not sure I want to give it up. Hopefully, we will have enough events throughout the year and raise enough money to purchase a wrapped trailer. Should we be lucky enough to raise more, we'll get two! All the money will go to David's Chair for trailers to wrap with The Legion Family as they will be around longer than us as the current Commander and President.

I still have some open officer and chairmanship positions as you heard earlier; Historian, Jr. Activities, Leadership, and Public Relations. If you know anyone that would be a good fit for these positions, please have them contact me. I really want members who want to the job and will be active; send out information, turn in reports. If you know someone, let me know.

The National President, Lisa Williamson, will be visiting our state April 8 – 11th. At this time, we are looking to go to North Eugene Santa Clara, Florence, Coos Bay, and Cottage Grove. It will depend on flights, how much time we actually have with her and if Units are willing to host events that will determine exactly where we stop. Bobbie Peebler has been working with Units in District 3 trying to get ideas going. One thought is Camp Alma outside of Eugene. That would be a great way for Lisa to actually get to see some veterans and get some hands on time with them. We hope that the planned David's Chair will be in North Bend/ Coos Bay by then so we can stop there and show her the chair and explain our project. In

Florence, the Auxiliary there is excited to do a BE THE ONE walk, they have a great boardwalk down there, plus they have a memorial down there. There's lots of things in the works. Don't hesitate to come to one of these other Units to meet the National President. She is fabulous! It's not just for these Units, it's for the whole state. When the schedule is set, I intend to send it out to everyone, so if you are close to the area, or want a drive, or get away for a few days, come to one of these events. We'd love to have more members come to show her we are really into what we do. We want her to see what we are doing.

Does anyone have any questions of me as President? Bobbie does.

Bobbie Peebler, District 3 President: I would like to go back to Wreaths Across America. I have a member that wants to bring this information back to her Unit and wants to know how they donate, as the money was donated for it specifically.

Linda Liebenow, PDP & VA&R Chair will have that information in her report.

Linda Schmidt, District 10 President: Not every city can take the bottle drop for the Vietnam Memorial.

Chair Reports:

Administrative, Debra Goodwin, Chair:

Thank you, Madam President, for the appointment, it has been an honor and boy did we get slapped at the start!

When we left convention, and I was ratified and I received Helen and Tracy as my side kicks, and without those two we wouldn't be where we are today. We started on the Admin Policy because we wanted to be sure that we could get our jobs done and you would have the policy to help us.

7/31/23 held a Zoom meeting with the committee and Pam Seelye. Before the meeting, I received an email from Department with the resignation from Cindy Hillyard. We listed the job opening on Indeed. We had twelve applicants, narrowed it down to four and requested interviews with two that accepted. We did a Zoom interview with both followed by in-person at Department that included President Catherine, Helen Hisaw and Jody Marsh and Cindy Soria via Zoom. Danielle Gonzales accepted the job. She has excessive background in an office environment. She is a benefit to our organization. She is so personable, she loves her job, she loves our organization, she is organized, she is doing a phenomenal job for the amount of time she has been there. Jody was going up twice a week to work with her, I sat with her on the first day, Helen worked with her, and Linda helped with membership. She reports being comfortable and knows who to call for whatever question may come up. We are educating her on the proper chain of answers be it a chair, a District President, or Officer. She is comfortable in here position. We will bring her to a DEC soon so you all can meet her. We are getting ready to do her 90-day evaluation.

Madame President has given permission for the Admin Committee to take responsibility to get the website up and running. We were able to get control of our website after much back and forth with the contractor. Its www.alaoregon.org. We are looking for three members to keep it updated. Tracy Peets and Danielle have been working on it. I need a third person to head the project. Can we form an IT committee, Madam President? If there is someone that has that ability and can do this, please let me know. If you know someone that can help, please let me or President Catherine know.

President Catherine: I would like to volunteer. I do this all the time. Jody would like to learn, and I will teach her.

I would like to thank my committee; I say we have the strongest committee in the Department. We work well together.

Americanism, Sheri Russell, Chair:

You are receiving handouts on the Star Spangled Kids Kit. National received a grant last year, developed the kits, and sent one to each Department. It helps Units get in front of people to speak about the many pieces of Americanism. Our two biggest focuses are the Americanism Essay contest and working with the youth. I put out a challenge in the "What's Happening" and the Mount Angel Unit accepted almost immediately, which is a very small Unit. They were so excited! All I asked in my challenge was to send me a story of what you're going to do and pictures of what you did.

As many know, my father passed away recently and he left me money that he wanted me to put towards the Auxiliary (tears), I used that money to put together five (5) Star Spangled Kids kits and have had

another Unit step up and accept the challenge, McMinnville Unit 21! You will get this kit when you leave today. I am going to Mount Angel to present them their kit as they were the first to respond, I am also giving them a check for \$100 from the money from my Dad, because they specified (in their challenge story) that they had voted to spend \$100 for a Halloween project where they would hand out Americanism stuff.

You don't have to have the answers to go into the schools. You have tools! Everything in the kit is available at Emblem Sales. The kits have the Americanism pamphlets, American Flag pins, bookmarks (one side has the Pledge of Allegiance, the flip is a ruler, the bookmarker itself is an American Flag background), Flag Etiquette book to talk to the kids about the proper handling of a flag because they don't teach it), American Flag stickers, American Flag key chains, two comic books and the ALA America the Beautiful coloring book. We are trying to make it easier for Units to get into the schools and we've brainstormed. As a fun activity, I would like to have each person come up with an idea to get in front of kids. It doesn't need to be a school. I will compile the ideas and send it out so that all of us have a resource to use. Mine is I am working with a local library to start programs that my Unit will be responsible for the content and activity/instruction at the library and the library will advertise, the kids will come, we will hand out materials and teach them things. Any other ideas? We have to think outside the box.

1. Sunday school classes
2. Kids Club (most communities have something)
3. Elementary school (3rd), maybe start with the Superintendent, a teacher, principle. If you have a child or grandchild in school, as their teacher.
4. Private schools
5. Home school groups
6. Youth Groups; Scouting, Sea Cadets, Brownies, 4-H, a lot can earn credit for a badge.
7. County fairs
8. Parks & Recreation (mostly summer)
9. School family activity nights
10. Provide flag folding lessons to younger kids
11. Hand out flags at parades (Veterans day, holiday; ask the kids to help)
12. Safe houses, domestic violence shelters; host activities for the children there; coloring activities, rock painting
13. Coloring contests from multiple schools with a prize
14. Eddy Eagle
15. Flags for first graders at the beginning of school with a comic book, etc.; return on 9/11, Veteran's Day, Flag Day; do a flag retirement.
16. Participate in a downtown event
17. Work to get the Pledge recited at schools in your community
18. Childcare/ Day Care facilities

Make it fun. People don't always remember what you say, they always remember how you make them feel. It doesn't have to be difficult, just something to show our kids that they can be proud to live in this country.

Madam President, that concludes my presentation.

Reports from Chairmen

Girls State Director, Connie Smith:

Thank you, Madame President, I am glad to be here, back among the Auxiliary! I want to thank everyone for coming to the training session yesterday. A lot of people have stepped up to help me and I want to return the favor if you need me to help you get into a school, anything with Girls State. Our goal is to get 50 girls for this summer. We have been down nearly five years with COVID, etc. If we can get 50, then they can return to their school and encourage other girls to come.

I would love a volunteer to help with music! These kids have tremendous voices. If you are or know someone that has led a choir, please reach out.

You can call me to speak to Unit and/or District meetings, schools, please.

Membership Chair, Cindy Soria:

Toot! Toot! I hope that everyone is enjoying the theme this year as Truckers. I wish I had better news about our membership, we are really down right now. I think part of it was delay in getting the renewal notices out. I heard the post office had issues. We did have an increase this week; last week we got 64 in, this week we had 171. Comparing numbers between last year and this year, Oregon is down 625. That's quite a bit, we will make it up! Just a little bump in the road or someone got a flat tire. Oregon is at 20.17% in the Western Division. We are second to last place, in front of Washington.

With holidays approaching, it will most likely be slow. If you have family members, renew their membership as a gift.

I attended a Zoom meeting in October with the National membership team. Other departments are facing the same issues and brainstormed ideas; revitalizations, booths at holiday bazaars. The recruit 10 award is now just that! National will accept any combination of NEW Junior and/or Senior memberships to qualify for the Recruit 10! My next call is January 17th, please send me an email or call and I can get your questions answered.

Truck 10, this is freight dispatcher talking, you only need 1.42% more in cargo to leave Cottage Grove and head to Eugene. The open road is yours, take a 10-7, to take a brake and then a 10-8 call to let your dispatcher (me) know that you are back on the road.

BREAKER, BRAKER! Truck 6 membership dispatcher wants you to know you only need 5.27% to get your 40% and hit the big slab (interstate) to Eugene! Stay focused on the road, you may run into some grease (icy roads) and you always 10-20 your dispatch!

Our Roseburg yard has a backup! Rigs 4, 9, 8, 7, 5, 1 and 2, your motors have been idling. Be sure to check your motion lotion (fuel) before heading up to Cottage Grove. Remember, parts of the interstate are double nickel (55 mph) and the smokie (state trooper) will light you up and pull you over.

Truckers, we are all in this together, lets help each other, no matter where we're at in our standings in loading our trucks.

Truck 3, what do you think your ETA will be to Roseburg? We are here to help you get there. The freight line express team would like to know what we can do to help you get the hammer speed down (on the road). On the blacktop (highway), you will have a chicken co-op (weigh station) slow you for a few minutes but once you're done, you get on the open road.

I am so proud of you truckers! This is your membership dispatcher signing off! 10-4, keep on trucking.

Veterans Affairs & Rehabilitation Chair, Linda Liebenow:

First, I'd like to introduce my committee members; Maggie LaMont and Shirley Torrey. We have members throughout Oregon, so in the rural areas, not just Portland or other metro areas.

November is Military Family Month, so do you have anybody in your Unit, area that has a deployed family member that you can do something extra for; like mow the yard, bring a meal...see what you can do for family!

We all have our fingers crossed that we will be able to do in-person gift shops this year. They are all scheduled at the facilities: Lebanon Veterans Home is December 6th, 10:30-3 PM; Oregon Veterans Home in The Dalles is December 2nd, 10-3 PM; Portland's first day open will be November 25th, from 1-4 for inpatients only. The next week Monday (11/27) thru Thursday (11/30) will be open from 10-4.

Roseburg is difficult, they are doing "letters to Santa." It is a gift shop, just different. It sounds almost like a giving tree. These are mostly inpatient veterans in nursing homes or care facilities, that are not very ambulatory. They will distribute a list to the veterans. They will involve all the service organizations that go into the facility, so it is not an ALA gift shop per se. The list will be divided, and the service organizations will shop from the lists and will gather as a group at Roseburg on a future date to wrap and distribute (to include mailing) the gifts. The exact date has not been determined.

I have contact information in the book of reports for each person that is heading up those gift shops.

There is no opening ceremony for Portland. I asked Madame President, and she said no. I thought about it and said, that's okay. We haven't had one for three years and we are just now getting our stuff together. Having an opening is a lot of extra work, so not having it is okay. Next year will be the 85th year for the Portland Gift Shop, so we will be having an opening.

If you want to help with any of these, contact the person listed in the book of the reports.

Veterans Day is coming up, so remember to work with your Legion Family on that. The Auxiliary will be having a blood drive at the Hilton Gardens in Wilsonville on November 10th, 10-5. Madame Parliamentarian and I will be there to help. You can sign up to donate at www.redcross.org.

Wreaths Across America is going to be December 16th. ALA Units can take part in the sponsorship group program. Units that register as a \$5 back group, earn \$5 for every wreath they buy (\$17), so you get to do good twice! Deadline to sign up is November 28th for guaranteed delivery. Sign up as a sponsorship group at wreathsacrossamerica.org/gettinginvolved/leadasponsorshipgroup.org

One check will be sent after the fact for the number of wreaths ordered by/for your group.

Jody Marsh: Is the Department going to be a sponsoring thing, or each Unit/ District? If the Department was a sponsor and the Units purchased under that, then we can put the proceeds towards the President's project. Linda reported she will check into

The website is wonderful, it gives history, and a ton of information. I do know that wreaths are not limited to National Cemeteries. Think about organizing something for your community.

The James H Park Memorial Scholarship is for a VA student volunteer and provided by American Legion Auxiliary National. Each VA hospital is entitled to submit a nominee. To be eligible each candidate must have completed 100 hours regularly scheduled VA Volunteer Service (VAVS) during the calendar year, prior to September 1st of the calendar year. They have to be a student in the 10th grade or above and have not reached their 19th birthday. I will be contacting the facilities in Oregon to see if they have volunteers and if they do, I will get them this information.

Roseburg, as I mentioned, is difficult. We have been struggling for six (6) months to get Cindy Soria established as an official American Legion Auxiliary Representative there. Cindy and I have participated in two of their VAVS meetings. We are close and we are not giving up!

We have transitioned to a new member doing the shopping for the Liver Transplant Unit, Marie Larson. She is also on the Gift Shop Committee. Since COVID, the list of items they would like has changed from what we purchased before. Every two weeks Marie gets a list of items they would like, she then shops and delivers to the facility.

For those who don't know, the Liver/Kidney Transplant Unit is a section of the Portland VA Hospital system, housed in Vancouver, WA. They take patients from West of the Rockies, so they are not just Oregonians or from Washington state. Sometimes they are admitted a few weeks before their transplant to make sure they are clean and sober and/or illness free and sometimes they have to stay for time after the transplant. The facility is set up with three (3) three pods with a kitchen and ten (10) rooms per pod. Each room sleeps two as the veteran needs to have their own caretaker, so if it's full there are 60 people there. Each room does have a refrigerator and a microwave. The facility is awesome, there is a great room where they watch TV, read, cook together.

White City, we pulled our representatives out of this facility several years ago. That doesn't mean we can't support them. I know that Williams Unit 50 supports White City. I'd like to see what they need or what we can do to support them as a Department.

There is a lot of stuff that I/we'd like to get done, it's a lot of work. I think it might be easier if we went back to the old way where the Department had a VA committee divided into Hospitals, VA volunteers, and VA service in the community. I wish we had the members to do share these responsibilities.

Christmas Cheer was mentioned earlier, has a policy and we need to update this Policy as well, we are allowed to spend \$5 per hospitalized veteran. We normally supply a stocking, with a travel toothbrush & toothpaste; socks; Christmas mug; bulky things that fill a stocking. This is separate from the Gift Shops. Check of the month is Patient needs. This has changed a lot since COVID as well. Before COVID we used to collect the little shampoos, soaps, lotions and donate to VA and they would them out to patients. The hospitals then began mass ordering the small sizes for the entire hospital and we would donate money to the hospital for "comfort" items. The hospital does not supply shampoo, soap, creams, razor, toothbrushes, combs, reading glasses, emery boards. etc. Now we donate to the hospital specifically for comfort items.

Thank you, Madame President.

Helen Hisaw, Crook County Unit 29, Department Treasurer: I would like to point out that on your budget, Check of the Month/Patient Needs has a balance of \$28,666.59. So, you go Linda, and spend!

President Catherine: Thank you Helen, that was a great way to send Linda on her way to spend money.

Communications, Jody Marsh, Secretary:

No communications. A reminder for those that have binders, please remove the papers that you want, not including dividers and return the binders. This way you'll get them back at the next DEC.

On the expense reports that we did not pass out, I will turn it over to Helen Hisaw, Treasurer: The Sgt-at-Arms will pass out the blank forms, fill out and submit your expenses for what you think or what you have the receipts for, and the Finance Committee will review and get back to you regarding any changes.

Old Business: Cindy Soria: The City of Cave Junction are making a Veterans plaza with a dedication on Veterans Day with an Air Force flyover. The plaza will have a marker for the Auxiliary and the Post in the plaza. I forgot to mention this when we were discussing accepting their Charter.

New Business: None

Upcoming Events:

Department Closed: Friday, 11/10 Department closed for Veteran's Day observance; November 23 & 24 for Thanksgiving; and Friday December 29th & January 2nd for New Years
Christmas closure will fall to the Legion, we are guessing that it will be similar to New Years.

Saturday, December 9th is the Department Christmas party at Aloha Post 104

Saturday, 12/16: Wreaths Across America

Gift Shops dates and times have been provided.

January 21st, Virtual DEC. The only people talking on that call will be the Department Executive Committee. If you have members that are participating, teach them how to text you, their question.

National Presidents Visit: April 8-11th.

President Catherine: We thank you all for coming and showing you care by representing your Unit and you as a member. Everyone of you is important, remember that!

Is there any further business to come before this meeting?

Krisann Owens: Past Department President's please stand up. Madam President, as the senior most PDP present, I would like to congratulate you sincerely on a well-run DEC. Everyone seemed to enjoy themselves, which can be hard to accomplish. Congratulations and we thank you very much for serving us with enthusiasm and pride and we're just going to have a great year!

Closing prayer, Department Chaplain Gregoria Hernandez:

Precious Lord, your blessings this weekend were great. Blessing us all with a great training, also people, great people, and lots of laughs. May you continue to bless us all and guide us in our mission to better aid our veterans in whatever they need. Bless us all, keep us safe as we head home to our families. Keep in prayer our veterans' families if they are deployed as they will need a lot of peace and care in this time. We ask for peace in this world. In your divine name, AMEN.

President Catherine: Till we meet again, let us remember that our obligation to our Country can be fulfilled only by the faithful performance of all duties of citizenship. Let service to the Community, State and Nation be ever a main objective of the American Legion Auxiliary and its members. Let us ever be watchful of our organization and ourselves, that nothing shall swerve us from the path of Justice, Freedom, Loyalty, and Democracy.

Please render a hand Salute to the Flag of our Country. Two.

I now declare this meeting of the American Legion Auxiliary Executive Board, Department of Oregon, adjourned.

Meeting adjourned at 12:00 PM.

Transcribed and submitted by Jody Marsh, Secretary