



**American Legion Auxiliary
Department of Oregon**

TO: Department Officers
District Presidents/Vice Presidents
Past Department Presidents

DATE: March 8, 2024

This is your official call to the Spring Department Executive Committee Meeting for the 2023 - 2024 fiscal year. This meeting will be on **Sunday, April 21, 2024, at 8:00 AM** at the John Day Senior Center, 142 NE Dayton Street, John Day, OR 97845.

You are responsible for making your own lodging reservation. Expenses will be allowed for Friday night only for those scheduled to attend Friday night meetings. Please be sure to inform the hotel that you are with the American Legion when you call the hotel for reservations. Reservation deadline is **March 15th, 2024**.

Department Officers and District Presidents are required to have a written report to Department prior to the DEC meeting. Your report is due into Department by April 12th.
We plan to email the Book of Reports out April 17th, prior to the meeting.

If you are planning to give an oral report at this meeting, have that report in written form to hand into the Department Secretary. THIS IS ALSO REQUIRED OF ANYONE SPEAKING FROM THE FLOOR. Reports from the floor from District Presidents should be on Unit success stories or Units in crisis and need a written report.

District Presidents unable to attend shall arrange to have the District represented by the Vice President. All other Vice Presidents, Department Chairmen and Past Department Presidents and members are most welcome to attend the meeting at their own expense.

The Poppy and National Security Chairmen are being called to report at Sunday's DEC. Mileage and lodging expenses are allowed.

FRIDAY, APRIL 19TH -

7:00 PM: Finance Committee Meeting

8:00 PM: Admin Committee Meeting

These meetings will be at the Best Western Hotel, John Day.

SATURDAY, APRIL 20TH -

8:45 AM - BE THE ONE Awareness Walk – Community Outreach – Legion Family

All members are encouraged to participate in bringing awareness on this important initiative.

1:00 PM: District Presidents and Vice Presidents only with President Catherine and Vice President Cindy.

2:00 – 4:00 PM: Training Session: Membership: Danielle “Dani” Gonzales; National Security: Yvonne Drury, Chairman. All members are encouraged to attend the training sessions. Questions are welcomed and appreciated. We are looking forward to lively discussions.

SUNDAY, APRIL 21ST -

8:00 AM: **Department Executive Committee Meeting**