

# May Newsletter

The West is the BEST!!!  
And so are YOU!! ✨

May 2024 Western Division Newsletter

## Nearing the Finish Line No tales of “Whoa”

**You’ve been around the track, you’ve made the tricky curves, your Department is strong, dedicated and anxious to win!**

### REPORTS: May 15

Department chairs’ annual reports are an opportunity to showcase the cumulative summary of units’ mission service. Each WD Leadership Committee chair is required to submit via email a narrative report to me, plus copy Linda Tome **by May 15, 2024**.

The annual report is separate from the submission for national award consideration and impact number reporting. However, **department reports may be taken into consideration for national awards.**

Photos (high-resolution) that show unit mission Leadership Committee activities accompany these reports.

1. Department reports are limited to 1,000 words.
2. Provide details/examples about the activity. Be sure to include specific information like unit name and #.
3. Submit your department chair report to your division and national chair with photos by email by May 15, 2024. [Find contact information here.](#)
4. Photos should be in a high-resolution format (at least 300 DPI) or sent using the high-resolution option on your smartphone. When emailing the photo, select “actual size” for attaching to the email.
  - When possible, include photos of actual events
  - The request for photos is important for our national chairs to highlight members serving our mission.

Items to include:

- How did your department promote attendance at ALA Mission Training?
- How did your department promote the ALA Academy?
- Did your department host a leadership conference/workshop? How many people attended? What was presented? How was it presented (e.g., classroom style, theater style, interactive hands-on, co-facilitated workshop)?
- How many units submitted their Unit Member of the Year for department judging?

Report &  
Awards  
Finish line



### AWARDS: June 1

#### Unit Member of the Year Award

Recognizes those serving at the unit level who exemplify the values and ideals of the Auxiliary and whose accomplishments significantly impact the program work in their units.

- Deadline: June 1
- All entries must be received by National Headquarters by 5 p.m. EST on the deadline listed above.
- Please note: Members should follow instructions from their department. Units should send their nominations to their department.

#### **Unit Member of the Year Award Form Link:**

<https://www.legion-aux.org/Unit-Member-of-the-Year-Award-Form>

#### Unit Award: Most Outstanding Unit Leadership Program (per division)

- All entries must be submitted via [electronic form](#) by 5 p.m. EST on June 1.

Note: You will receive a confirmation when your award is submitted.

**National Awards Form Link:** <https://www.legion-aux.org/National-Awards-Form>

#### Department Award: Best Department Leadership Program (per division)

- All department entries must be submitted via [electronic form](#) by 5 p.m. EST on June 1.

Note: You will receive a confirmation when your award is submitted.

**National Awards Form Link:** <https://www.legion-aux.org/National-Awards-Form>