

**American Legion Auxiliary  
Department of Oregon  
Fall DEC  
Lebanon Or, October 13<sup>th</sup>, 2024**

- **The Department of Oregon Executive meeting called to order, President Cindy Soria**
- **Prayer offered by** Chaplain Lori Valerie
- **Pledge of Allegiance led by** Stephanie Varela
- **Preamble to the Constitution led by** Pam Seelye

- **Roll Call of Officers, Department Secretary,** Debra Godwin

Department President Cindy Soria, present

Department Vice, Dianne Standing, present

Department Secretary, Debra Godwin, present

Treasurer, Helen Hisaw, Present

Chaplain Lori Vallery, present

Historian, vacant

Parliamentarian Pam Seelye, present

NEC Krisann Owens, present

Alternant NEC Jody Marsh, present

Sgt At Arms, vacant

Asst Sgt at Arms Danni Gonzales, present

**District Presidents**

District 1, Jody Marsh.	Vice, vacant
District 2, absent.	Vice, Glena Smith
District 3, Bobbi Peebler.	Vice, absent
District 4, Patsy Sakraida.	Vice, Bonnie Smith
District 5, Ginny Williams.	Vice, Karen Banks
District 6, Mary Ward	Vice, Absent
District 7, vacant	
District 8, Barb Sumner.	Vice, absent
District 9, Frankie Trask	Vice, vacant
District 10, absent	Vice, vacant

**Past Department Presidents**

- Linda Boone, 1981-1982
- Judith Farmer, 1989-1990
- Jan Hufford-Wilson, 1994-1995
- Toni Epperson, 1997-1998
- Patty Cooper, 1998-1999
- Cherita Potter, 2000-2001
- Virginia Briddle, 2001-2002
- Krisann Owens, 2003-2004, 2018-2019, present
- Gen Horne, 2005-2006
- Phyllis Parent, 2006-2007
- Ellie Buell, 2007-2008
- Cyndi Dahl, 2008-2009, present
- Cheryl Park, 2009-2010
- Trudie McGriff, 2010-2011, present

Approved as of January 18,2025

Jody Marsh, 2011-2012, present

Pam Seelye, 2012-2013, present

Ginny Williams, 2013-2014, present

Linda Liebenow, 2014-2015, present

Angie McKinney, 2015-2016

Deby Levy, 2016-2017

Helen Hisaw, 2017-2018, present

Gea Clausier, 2019-2020

Kathi Karnowski, 2020-2021

Debra Godwin, 2021-2023, present

Catherine Brockmann, 2023-2024

- **President Cindy**, you have received the minutes from the Convention and Post DEC are there any deletions or corrections? Jody Marsh District 1 there are just a few typos in Post convention, page 1, I now declare, not know, page 3, under Vice President Dianne. A should be a. That's all that I found. President Cindy Soria, the minutes will stand approved with corrections.
- **Visitors**, Department Commander Flynn Phillips, and Department Detachment Commander, Rob Liebenow
- **Department President Cindy, the Secretary will now read the Rules of the Department Executive Committee**
- **Secretary Debra**, reading of Rules for DEC.  
Article 5, section 2, The Department Executive Committee shall be comprised of the Department President, Department Vice President, Department Secretary, Department Treasurer, the District Presidents, National Executive Committee Person, Department Parliamentarian, Department Chaplain, Department Historian, Department Sergeant at Arms, Department Asst. Sgt-At-Arms and Past Department Presidents with membership in the Department of Oregon. These members with the right to vote are the Department Vice President, National Executive Committee Person and the District Presidents. With the Department President voting in case of a tie. The Department President and Vice President shall serve as Chairman and Vice Chairman of the Department Executive Committee respectively.

- **President Cindy**, we will now have the introduction of Department Chairman for the purpose of ratification.  
Children and Youth, Genene DeMoss  
Girls State, Karla Thaler  
Sgt at Arms, Danni Gonzales
- **President Cindy**, may I have consent to ratify these appointments? Consent was given by DEC.
- **Parliamentarian Pam Seelye**, you received a pack of policies with the consent agenda which means we can vote on all these policies at one time. You have the option of having a policy pulled for comments or corrections, so at this time I am asking for any policies you would like to have pulled. Jody Marsh District 1, Fraud and Whistle Blower Policy pulled please. Pam Seelye, Madame President, I recommend we accept these policies as presented. Motion carried by vote. Now we will discuss The Whistle Blower policy, Jody Marsh, they are just housekeeping corrections. Page 2, number 3 we don't have an audit committee, so I thought just for consistency we refer to the finance committee. Pam Seelye, so now if you look number 3, it will now read, the ALA shall promptly investigate any fraudulent or dishonest against the ALA. The ALA Department Audit Committee or Finance Committee in the absence of the audit committee and shall determine the nature, scope, timing, and extent of all investigative activities. Madame President, I ask that this policy be accepted with the correction. President Cindy, all in favor say I, opposed say no, motion to accept carried. Policies approved were Fraud and Whistleblower, Financial Document Signing, Insurance Coverage, Record Retention and Disposal, Veterans Affairs and Rehabilitation.
- **Department officer reports.**  
**Vice President Dianne Standing**, nothing to report  
**Secretary Debra Godwin**, nothing to report.
- **Treasurer Helen Hisaw**, the 2023/2024 budget finished at 101%, a little over budget on our delegate fees to Department Convention. Office computer software we are over budget. The finance Committee is recommending that at our Winter DEC to increase the line item for Office Computer Software. Last year we budgeted \$1700 and spent \$2142.57. We budgeted less this year so it's going to be worse. President Cindy, I have a recommendation to discuss the Office Computer Software increase at Winter DEC, recommendation carried. Most of the increases are caused by cost increases. We paid for a 5-year subscription to Go Daddy we paid \$159.90 to zoom.

The bottom line is that our expenses were down, and we had no need to use money from reserves. Girls State completed the program under budget. VA&R stayed under budget. The Poppy program did very well with proceeds of \$11,488.02. District Presidents travel and postage was under budget. September 16, 2024, the finance committee met at the Department to complete an external audit of the books, nothing was found. Our financial statement now says we have \$281,479.77 in investments, our original investment amount was \$255,500. With an increase of \$25,979.77.

- **Chaplain Lori Vallery**, I would like to request that the District Presidents partner with me on my project. I am collecting inspirational quotes and prayers. Help me collect as many as possible. I have been given a chaplains training course. I am going to be sending it out I hope next month.
- **NEC Krisann Owens**, we have national awards that were sent to the Department, and I would like to give them out. The American Legion Auxiliary 2023/2024, American essay award western division class 6, best essay, what does freedom mean to me, presented to Emery Johnson Department of Oregon. 2023/2024 National Poppy Poster contest, Western Division class 4, Lilan Crotser. 2023/2024 Best Department Community Service Program presented to the Department of Oregon for the best overall community service program in the Western Division.
- **District Presidents**, Jody Marsh District 1, I just wanted to talk about how important the bonding fee is. There was a unit in District 1 that had an issue with finances. It exceeded almost \$12,000 before it was noticed. This Unit was able to get their money back through the bonding insurance.
- **President Cindy**, I put a report in the book of reports but there are a few things I want to report on. I have a few chair positions that are open. I am looking for an Asst. Sgt at Arms, Legislation, and Historian. My project is for the Roseburg VA Hospice and Dementia Unit. I would like to take the veterans on a fishing trip and buy books for their library. The Department Christmas party will be on November 30<sup>th</sup> at McMinnville Post 21 and all members are welcome, 5pm to 9pm. I will be travelling to La Pine for their Christmas Bazaar. On Veterans Day I will be in Albany for their parade. I will be participating in the Christmas gift shops. I have been to Bend to install their officers and to National Convention. I went to the Gold Star Moms Dedication in Portland and handed out yellow roses and books. The funds from Wreaths across America will go to my project.

- **Administrative Chairman Linda Liebenow**, I have a report in the book of reports. The committee got together and completed Dani's evaluation in August. The Administrative Assistant has been taking classes online working towards an associate's degree in business accounting. These classes also help her complete her job with us. She signed up for summer classes not knowing that some of her grants would not cover the summer term. Which resulted in a \$686.25 unexpected bill for her. The Admin Committee is recommending a \$686.25 education bonus with the backing of the finance committee. **President Cindy**, is there any discussion in reference to the recommendation? Vote took place and motion carried.
- **Girls State Connie Smith**, I have good news that we had 31 young ladies at Girls State. It was a roaring success. Awards for the 2024 Girls State year. Darlene McLaughlin Memorial, PDP Award- Tigard Unit 158. Sondra Lino Memorial, Past Girls State Director First Citizen Award, Rain Reano, Mailin Unit 84. Karol Satterfield, Past Girls State Director Samsung Award, Tigard Unit158, Claire Frank. Grace Walker Memorial Award, Kathryn Brady, Milwaukie 180. Ardis Snyder and Julie Wichman Award, Janessa Rose Argonne 56. Ardis Snyder and Julie Wichman Award, Amelia Reimann, Milwaukie 180.
- **Membership Diane Standing**, we are doing great with our numbers. The numbers from National last year, at this time we were at 789, this year we are at 905. Western Division is in 2<sup>nd</sup> place. We were 7<sup>th</sup> now we are 6<sup>th</sup>. I want to congratulate Unit 184 on achieving 100% membership at 105.5%. Keep up the great work. Keep buzzing around.
- **Veterans Affairs & Rehabilitation Linda Liebenow**, if your unit is distributing poppies that money must be kept supporting our veterans, their families and the military. Quilts of Valor, Fisher house, and Wreaths Across America are some ways you can also help. The Christmas gift shops will be here soon. The opening for the gift shop at the Oregon Veterans home in The Dalles will be December 7<sup>th</sup>. Letters to Santa at Roseburg VA and Lebanon Veterans Home, we are still working on this one.
- **President Cindy**, are there any other Chairman that would like to report? Margie DeMoss Poppy Chairman, Diane Standing is helping me round out Poppy order forms
- **National Security Yvonne Drury**, my report is in the book of reports, but I have little to add. I have handouts that Dani will hand out.

Approved as of January 18,2025

- **Communication Department Secretary Debra**, please do not remove colored papers from your binders. We have had questions about the Official Call to DEC. Madame President will call Chairman to the DEC's and if you are listed on the call to DEC, you will give a report on the floor and travel expenses.
- **New Business**, none to report.
- **Upcoming events**, Veterans Day November 11, Department will be closed. Department Christmas Party, November 30<sup>th</sup>. Oregon Veterans Home, Dallas, 12/7. Lebanon Gift Shop 12/7. Mid-Winter DEC, 1/18/2025 via zoom.
- **President Cindy**, is there any further business to come before this meeting? If not, we will have the closing prayer from our Chaplain
- **Chaplain Lori** offered a closing prayer.
- **President Cindy**, 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 its members, that nothing will serve us from the path of Justice, Freedom, Loyalty, and Democracy. Please render a hand salute to the flag of our country.
- **President Cindy**, I now declare this meeting of the American Legion Auxiliary Executive Board, Department of Oregon, adjourned.

**Time adjourned, 11:30am**