

Final

**AMERICAN LEGION AUXILIARY
DEPARTMENT OF OREGON**

**POST DEPARTMENT CONVENTION MEETINGS
JUNE 27th-30th, 2018
FLORENCE, OREGON**

Post-Convention Meetings

June 30th, 2018

Convention Opening

1:30 PM

June 30th, 2018 Session

New Department President Krisann Owens calls Post DEC to order

Offered Prayer

Pledge of Allegiance

Dep ALA Preamble

Department Secretary Linda Liebenow took Roll Call

- Department President Krisann Owens
- Department Vice President Gea Clausier
- Department Secretary Linda Liebenow
- Treasurer Karen Banks
- Chaplin Lori Sherman
- Parliamentarian Ardis Snyder
- National Executive Committeewoman Pan Seelye
- Alternate National Executive Committeewoman Trudie McGriff
- Sargent at Arms Barbara Summer
- Assistant Sargent at Arms Linda Bullick
- District 1 Lori Sherman.....VP Jody Marsh
- District 2 President Debra Godwin.....VP Gregoria Hernandez
- District 3 President Suzanne Driver....VP Roberta Peebler
- District 4 President Cindy Soria.....VP Collene Buchard
- District 5 President Yvonne Drury.....VP Louise Carter
- District 6 President Kathi Kranowski..... VP Maggie Lamont
- District 8 President Erin Walters..... VP Cheryl Park (not present)
- District 9 President Carolyn Billman (not present).....VP Betty Adams
- District 10 President Linda Schmidt.....VP Deby Levy

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Past Department Presidents

- Angie McKinney
- Jody Marsh
- Krissan Owens
- Linda Boone
- Linda Liebenow
- Louise Carter
- Pam Seelye
- Patti Cooper
- Trudie McGriff
- Ginny Williams
- Deby Levy
- Helen Hisaw

Parliamentarian Ardis Snyder to read the Rules of the DEC

Treasurer Karen Banks recaps the Judiciary Responsibilities

NEC Pam Seelye moved to dispense with the reading of the previous DEC because they have been mailed emailed. **Motioned Carried**

Department President Krissan Owens reads current list of Chairmen & Officers

- **Department Historian** Phyllis McDaniel
- **Department Parliamentarian** Ardis Snyder
- **Department President** Krisann Owens
- **Department Vice President** Gea Clausier
- **Department Secretary** Linda Liebenow
- **Department Treasurer** Karen Banks
- **Department Chaplain** Lori Sherman
- **Sergeant at Arms** Barbara Summer
- **Assistant Sergeant at Arms** Linda Bullick
- **National Executive Committeewoman** Pam Seelye
- **Alt Natioanl Executive Committeewoman** Trudie McGriff
- **Office Manager** Andrew Miley **Administrative Committee, Chair** Linda Boone
- **Administrative Committee, Member** Jody Marsh
- **Administrative Committee, Member** Gea Clausier
- **Americanism Chairman** Trudie McGriff
- **Chairman Coordinator** Karol Satterfield
- **Distinguished Guests Chairman** Ginny Williams
- **Girls State Committee, Director** Erin Walters
- **Girls State Committee** Brenda Sherlock
- **Girls State Committee** Cheryl Park
- **Girls State Committee** Margaret Kincaid

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- **Education Chairman** Carole Kauffman
- **Finance Committee, Chair** Karen Banks
- **Finance Committee, Member** Helen Hisaw
- **Junior Chairman** Angie McKinney
- **Membership Chairman** Gea Clausier
- **National Security Chairman** Pam Seelye
- **Past President's Parley Chairman** Helen Hisaw
- **VA&R Committee, Chair** Cheryl Park
- **Strategic Planning, Chair** Linda Boone
- **Strategic Planning Cmte** Linda Schmidt
- **Strategic Planning Cmte** Jody Marsh
- **Portland Deputy** Ardis Snyder
- **Portland Rose Court** Carol Weber
- **Transplant Unit** Carol Weber
- **Roseburg VA-Deputy** Evelyn Welch
- **Oregon Veterans Home Gift Shop** Gen Horne

Department Secretary Linda Liebenow gives explanation on the reading and signing of Confidentiality and Conflict of Interest (3 forms)

Treasurer/Finance Chair Karen Banks discusses 2019 Budget Adoption

- **DEC expenses increase**
- **Membership Dues based on 4,500 Seniors (min)**

Questions:

Jody Marsh request line item numbers on budget

Inquired about Legion Insurance Trust (LIT) annual disbursement from Legion (followed up)

Distinguished Member Budget (no expenses)

Members Support Program Aux. Emer. Fund (asks about \$748.00)

VA&R Deputy of Portland request a breakdown of monies and how to request

Move to adopt 2019 Budget as Printed and seconded.

DISCUSSION:

Girls State Director Erin Walters Unit #180

- **Girls State Revenue:** Interest earned under GS Revenue, does that still exist? (approx. \$160.00)
- **Delegate registration:** raise to \$300 unnecessary expense. Treasurer Karen Banks responds and explains that if increase was not raised, we'd be in red. Reduce back down to \$200.00
- **Reimbursement through college registration** should be \$0.00
- **Blount Foundation** to \$25K

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- Accident Sickness & Liability Insurance Actual \$1,032.00 should be closer to \$500.00 Karen explained that the total amount was coded under GS and a portion should be under Admin. Karen to get breakdown and code accordingly.
- Citizen Supplies reduce from \$3K to \$2K
- First Aid Supplies reduce from \$100.00 to \$50.00
- Plaques & Certificates reduce from \$100.00 to \$10.00
- Postage to be reduce from \$20.00 to \$0.00
- County Expense reduce from \$1,00.00 to \$500.00
- On-Site Printing reduce from \$300.00 to \$200.00
- Computers-Printers-Equipment reduce from \$500.00 to \$200.00
- Erin's totals Expenses \$59,529.00 Revenue \$59,000.00 putting GS approx. \$400.00 in RED as Erin will solicit donations to cover deficit
- Erin moved that GS Budget be amended

Treasurer Karen Banks makes recommendation to postpone GS budget until Fall DEC
GS Director Erin motions that her amendment be tabled to Fall DEC
Department President Krisann Owens announces the previous motion is resend and new motion to adopt budget with exception of GS Budget to be reviewed at Fall DEC. Motioned Carried

Karen Banks moved to adopt and accept the proposed 2019 Budget minus the GS Budget.
Motioned seconded and Carried.

The Award Resolution Linda Boone Admin. Committee (APPENDIX A)

- No Longer have a past presence to consider ???? Committee Chair
- Linda Boone & Louise Carter working on updating handbook
- This resolution help defines a definitive process

Linda Boone moves to adopt this resolution as Department President Krisann opens floor for discussion

Discussion

- Cinda Soria District 4 Unit # 70 states the subject matter of this resolution should be done in anther setting.
- Erin Walters Unit #180 states this fashion of request (resolution) should come from appropriate Chair
- Suzanne Driver District 3 states having a Coordinator is worth If we go with Admin. Committee, have someone involved has a history and perhaps as PDP to help
- Kathi Karnowski Unit #43 is ok with just public and published award
- Trudie McGriff Unit #1 want names on certificate
- Jody Marsh Unit #99 reminds us to be aware of the pros/cons and tine it will take to communicate this decision (resolution) from District to Division to Unit and potential confusion and next DEC Convention
- Louise Carter Unit #29 people didn't get bulletins
- Jody Marsh Unit #99 states with Chair Coordinator will resolve not getting bulletins

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- Pay Seelye Unit #110 Will we be able to get names back on awards?

President Krissan Owens calls question Motion Failed

Pan Seelye Unit #110 asked: Could we recreate the past Presidents to consider trophies ? Then makes motion for Chairman Coordinator to take on responsibility of trophies for fiscal year. Department President Krissan Owens Moved that we have Chairman Coordinator review awards Motion Carried

Department Secretary Linda Liebenow reads “Resolution for the Advance Publication of Documents” (**APPENDIX B see Attached**)

Discussions

Erin Walters Unit #180 moves that proposed resolution be adopted.

Deby Levy concerned about 45 days vs 30 days

Erin Walters Unit # 180 move the amendment resolution be changed to 30 days. Seconded and Motion Carried

Motion raised to pass amended resolution. Seconded and Motioned Carried

Ratification of Appointments

Department President Krisann Owens moves to have Appointments accepted. Motion seconded and passed.

Announcements:

When are the upcoming DEC meetings?

September 14th-15th in Sisters OR POST 86 (Albany POST 10)

January 18th-19th in McMinnville POST 20

April 19th-20th in LaPine (April 5th-6th)

Department President Krisann Owens calls up Chaplin Lori Sherman for Benediction

Department President Krisann Adjourns Post DEC Meeting

APPENDIX A

AMERICAN LEGION AUXILIARY
DEPARTMENT OF OREGON

RESOLUTION TO CLARIFY DEPARTMENT AWARD PROCESS
For DEC action June 2018

June 27, 2018

Submitted by:

Administrative Committee

Linda Boone, chair

Krisann Owens, member

Jody Marsh, member

- WHEREAS** the 2016 motion adopted during annual convention, to discontinue trophies and plaques for awards, and replace with paper certificates, due to the cost and the difficulty of tracking and getting awards returned to the annual convention, and
- WHEREAS** the motion did not specify the process to reevaluate the awards in terms of rule criteria, current practicability, titling or naming awards, and
- WHEREAS** the lack of a well understood process has caused confusion in developing the award certificates, therefore be it
- RESOLVED** that by the Fall DEC in FY2019, the Administrative Committee will present a process for review and adoption by the DEC, and be it further
- RESOLVED** the Administrative Committee will perform the annual review of awards and make recommendation to the DEC for adoption, and manage the master list of awards, and be it further
- RESOLVED** Standing Rules, Section H Committees, Section 7 Administrative Committee, be modified to add the responsibility for Department Awards management be added to read:

7 Department Administrative Committee

a) Department Administrative Committee shall consist of three (3) members. All appointees shall serve for a period of three (3) years unless appointed to fill the unexpired term of another member. The members of this committee may only serve 6 consecutive years and must take one year off before serving on the committee again. The Department President shall appoint a Chairman from the members of the committee.

b) Department Administrative Committee will submit recommendations to the Finance Committee regarding salary increases for the Executive Director and staff, to submit requests for necessary equipment purchases to handle the daily office functions and to make recommendations for additional staff, if required.

c) Department Administrative Committee will provide for an annual performance review, of the Executive Director, along with input from the Department President of the Executive Director. To provide a report to the Department Executive Committee pre-convention meeting regarding the Executive Director for continued employment and to provide a report to the convention delegates about the office structure in general.

d) In the event of a vacancy in the Executive Director position, the Administrative Committee will use a proven hiring process to fill the position.

e) Annually the Department Administrative Committee will review all Department Awards and evaluate the awards in terms of rule criteria, current practicability, titling or naming awards and make recommendation to the DEC for adoption and manage the master list of awards.