

**AMERICAN LEGION AUXILIARY  
DEPARTMENT OF OREGON**

**DEPARTMENT EXECUTIVE COMMITTEE MEETING  
January 18<sup>th</sup>-20<sup>th</sup>, 2019  
McMinnville, OREGON**

**January 20th, 2019, 8:00am**

The meeting was called to order by Department President Krisann Owens. Department Commander, Tom Harris, presents Department President Krisann Owens and the Auxiliary with a podium

- Lori Sherman, Department Chaplain led Opening Prayer
- Trudie McGriff, Department Americanism Chairman led Pledge of Allegiance
- Cheryl Park, Department VA&R Chairman led National Anthem
- Ardis Snyder, Department Parliamentarian led ALA Preamble

Introduction and roll call of Department Officers done by Department President Krisann Owen

- Krisann Owens, Department President
- Gea Clausier, Vice President & Membership Chairman (not present/excused)
- Linda Liebenow, Secretary
- Karen Banks, Treasurer
- Lori Sherman, Chaplain
- Phyllis McDaniel, Historian (not present/excused)
- Ardis Snyder, Parliamentarian
- Pam Seelye, National Executive Committeewoman
- Trudie McGriff, Alternate National Executive Committeewoman
- Barbara Sumner, Sgt.-At-Arms
- Linda Bullock, Assistant Sgt.-At-Arms
- Color Bearers-
- Lina McKinney, Honorary Department Junior President

Introduction and roll call of District Presidents done by Department President Krisann Owens

District 1	Lori Sherman	(Jody Marsh, VP)
District 2	Debra Godwin	(Gregoria Hernandez, VP)
District 3	Suzanne Driver	(Roberta Peebler, VP)
District 4	Cindy Soria	(Colleen Buchard, VP)
District 5	Yvonne Drury	(Louise Carter, VP)
District 6	Kathi Karnowski	(Maggie LaMont, VP)
District 7	Vacant	(Vacant, VP)
District 8	Erin Walters	(Cheryl Park, VP)
District 9	Vacant	(Betty Adams VP)
District 10	Linda Schmidt	(Deby Levy, VP) not present

**Introduction** and roll call of Past Department Presidents present:

- Helen Hisaw, PDP (2017-2018) Finance Comm. Member, Past Presidents Parley Chairman
- Angelina McKinney, PDP (2015-2016), Junior Activities Chairman
- Linda Liebenow, PDP (2014-2015) Department Secretary, VA&R Committee

## Pending Approval

- Virginia "Ginny" Williams, PDP (2013-2014), Distinguished Guest Chairman
- Pam Seelye, PDP (2012-2013), National Executive Committeewoman
- Jody Marsh, PDP (2011-2012), Administrative Committee Member, Convention Chairman
- Trudie McGriff, PDP (2010-2011), Alternate NEC, Americanism Chairman
- Cheryl Park, PDP (2009-2010), District 8 Vice President, VA&R Chairman, Girls State Comm.
- Louise Carter (2004-2005), District 5 Vice President
- Krisann Owens, PDP (2003-2004), Dept. President 2018-2019

### **Introduction and roll call of Department Chairmen and Committee Members present:**

- |                                   |  |
|-----------------------------------|--|
| • Administrative Committee        | Jody Marsh, Member   |
| • Americanism                     | Trudie McGriff   |
| • Children & Youth                | Bobbi Peebler  |
| • Community Service               | Margie DeMoss  |
| • Constitution & Bylaws/Policy    | Ardis Snyder   |
| • Convention Chairman             | Jody Marsh   |
| • Finance Committee               | Karen Banks, Chairman 3 yr<br>Maggie LaMont, Member 2 yr<br>Helen Hisaw, Member 1 yr |
| • Girls State                     | Cheryl Park, Mbr.2yr   |
| • Junior Activities               | Angelina McKinney  |
| • Legislative                     | Erin Walters   |
| • National Security               | Pam Seelye   |
| • Past Presidents Parley          | Helen Hisaw  |
| • Poppy/Poppy Poster              | Cindy Soria  |
| • Public Relations                | Gene DeMoss  |
| • Strategic Planning              | Linda Schmidt, Member<br>Jody Marsh, Member  |
| • VA&R                            | Cheryl Park, Chairman<br>Linda Liebenow, Member                                      |
| • Portland VA Representative Rep. | Ardis Snyder, Deputy   |
| • Honorary Junior Dept. President | Lina McKinney  |

### **Minutes of the previous D.E.C.:**

Krisann: You have received the minutes of the Fall Department Executive Committee Meeting. Are there any corrections?

Karol Satterfield said names that were missing from the roster and present were Margie DeMoss, Community Service Chairman and Past Department President, Toni Epperson. Secretary Linda Liebenow asked Karol if she was referring to fall DEC meeting minutes. Karol responded yes. Linda stated Margie was ratified at that DEC. Karol confirmed Toni being present. She said, Toni and Trudi read over convention awards. Krisann asked if there were any other corrections. Karol said Lebanon was listed as a gift shop, and it's actually a Christmas Party per facilities request and time was from 11am-2pm. The opening for Roseburg was November 25, 26<sup>th</sup>, 27<sup>th</sup>. Linda Liebenow interjected that this was how it was reported at DEC, right or wrong. On page 7, Toni Epperson's name was spelled incorrectly. Krisann asked; "Were there any other corrections? Hearing none, the minutes of the Fall Department Executive Committee Meeting will stand approved as corrected.

**The Rules of the DEC will be read by Department Secretary Linda Liebenow**

**ARTICLE V  
DEPARTMENT EXECUTIVE COMMITTEE**

*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.*

*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 Committeewoman, Alternate National Executive Committeewoman, Department Parliamentarian, Department Chaplain, Department Historian, Department Sgt.-at-Arms, and Department Assistant Sgt.-at-Arms.*

*The Department Secretary, Department Treasurer, Department Parliamentarian, Department Chaplain, Department Historian, Department Sgt.-at-Arms, and Department Assistant Sgt.-at-Arms shall be members of the Department Executive Committee, with all rights except the right to vote.*

*All Past Department Presidents in good standing in their Units shall be members for life of the Department Executive Committee, with all rights except the right to vote.*

**Ratification** of appointments as read by Krisann Owens:

- April Judy-Leadership
- Geanne Horne-Liaison to the Oregon Veterans Home and Gift Shop-The Dalles
- Becky Crosby-Transplant Unit Rose Court and Gift Shop
- Krisann Owens-Girls State Director

"May I have your consent to ratify this/these appointment(s)?" Board responded; "Consent" Krisann; "Thank you."

Special Guest: No Guest Speaker

**Reports from Department Officers**

- Secretary, Linda Liebenow-Binders: Officers, please leave binders and dividers for Office Manager to refill for next DEC. Take any papers from the binder that you need.
- Historian, Phyllis McDaniel (not present) Krisann said Department will send out E-Blast
- Chaplain-Lori Sherman; Chaplain Report is in the Book of Reports. It is hard to make a prayer book without any prayers being sent in. Please email and/or text prayers
- **NEC, Pam Seelye:** My Report is in the Book of Reports. We have purchased a new National Headquarters. National Headquarters is having a "Brick Drive" to replace the landscape area in front of building. The cost is \$200 a brick. Also, they are having a contest: the top three Departments that order the most bricks by January 31<sup>st</sup>, will be awarded a brick. Flyers will be set out to order a brick. Pam then moved that the Department of Oregon purchase a brick to go in front of National Headquarters. Pam presented her motion to purchase a brick, but the motion needs to go to the finance committee first. Pam rescinded her motion and suggested a bucket, bowl, or basket be passed around for donations to buy a brick. Suzanne Driver, stated that District 3, has ordered a brick. It says: "In Honor of our Women Veterans, Oregon District 3." Suzanne had a huge contribution from her Units for her President's Project and wants to contribute the remaining \$50 from the District to the Department towards the purchase of a brick.
- **Vice President/Membership Chairman Gea Clausier** (not present) Department President Krisann Owens stood in for Gea. Gea's report is in The Book of Reports. Krisann instructs

Sgt.-at-Arms, Barbara Sumner to pass out Membership Report. Krisann read the Membership Standings starting from 10<sup>th</sup> place up. (see below)

	District President	Objective	Last	This	Total	Percent
1	#10 Linda Schmidt	230	146	1	147	63.913%
2	#6 Kathy Karnowski	443	261	1	262	59.142%
3	#1 Lori Sherman	1,588	809	23	832	52.393%
4	#3 Suzanne Driver	1,541	755	25	780	50.616%
5	#8 Erin Walters	710	318	0	318	44.789%
6	#5 Yvonne Drury	921	364	3	367	39.848%
7	#4 Cindy Soria	399	145	10	155	38.847%
8	#2 Debra Goodwin	905	316	14	330	36.464%
9	#9 Carolyn Billman	206	64	0	64	31.068%
10	#7 Vacant	107	27	0	27	25.234%
	#114 Headquarters	87	38	1	39	44.828%
	<b>Department</b>	<b>7,137</b>		<b>78</b>	<b>3,321</b>	<b>46.532%</b>

Krisann: If there are any questions about Units in your District having less or more members, see Andrew. Correction: District #2 President Debra Godwin, the correct spelling of her name is Godwin, NOT Goodwin. Please make change. Cindy Soria, District #4 President passed last place shield to Debra Godwin District 2 President.

Krisann: Are there any District Presidents that need to update us on Units in distress?

- **Lori Sherman District #1:** -Astoria. There was initial contact between District President and Unit President. It has since stopped. A family runs this Auxiliary and has run out a lot of members. Krisann interjected that she charged the District Presidents (as a whole on Saturday) to reach out to units to communicate with Units better and report back to Department President so we can help and assist in any way we can.
- **Kathi Karnowski District #6:** Heppner #87 has closed (November 2018) No one attended their last meeting. Linda Shultz was to come to Department to turn in financials. Their bank accounts were closed. They donated their money to the Transplant Unit and The Dalles Gift Shop. Kathi has a copy of the letter Linda is sending to Department. Kathi brought the Department Unit #87's flag, Charter, and various items.
- **Debra Godwin, District #2:** Dallas Unit #20 had a revitalization meeting that had to be rescheduled to Saturday, January 26th. Linda Henry is Unit President and she has the people back. Three members in Aurora are asking for help. Debra is visiting Aurora February 1<sup>st</sup>. Mill City Gates is not responding to my calls or emails. Debra reported that you drive there and there's nobody there.
- **Yvonne Drury, District #5** Frank Burns #25 is a small community Unit and the community is more Elks Club oriented. Just three members have renewed consistently over the years. Yvonne suggested the Unit consider "Wreaths Across America" project. They seemed a little excited.
- **Suzanne Driver, District #3:** We still have two units that are under the 10 members required. Unit # 11 is in the third year of trying to close the Unit. We need some real strategy from the Department, perhaps a phone call to the Unit President to remind her that if she

has things she cannot accomplish, she can give it to my Vice President or myself to get things taken care of. District #3 is in for the year. Meant to say Unit # 3. Yvonne expects them (Unit #3) to close because there are only three ladies doing everything and they are paying for 12 members. Eugene Unit # 3. Calvin Funk #32 had a revitalization on the 5<sup>th</sup> of January with some improvement in the Posts and Units. We went to Cottage Grove for membership drive, but I don't know. They are making an effort to keep the older members active, but they have competition with the VFW for the younger members. In the past, the younger members have not been welcomed by the Auxiliary.

- **President Krisann states, this is why we are having this report**

**Presidents' Report-Krisann**

“When I was elected to this position, my biggest fear was screwing it up. But I think this year is going well for most of us so far. Our numbers are climbing and interest in our organization seems to be growing, at least a little. The response from the Viking Theme has been amazing and we are running with it. We need to have fun with the process of membership and working our programs. When we have fun, it makes it easier to recruit new members and bring current ones back to the meetings.

We have had a somewhat difficult time finding people to take chairman positions at the Department level for a while now. If you would like the opportunity to take a Department Chairmanship, let one of the Officers or Past Department President's know. Working our programs as the Department Chairman brings opportunities to learn not only about the program but also in leadership.

Traditionally, once you've had several Department Chairmanships this would one day lead to being asked to run for Department President. By then you have knowledge of our programs, more members know you, you learn to speak in public and you've been in a leadership role working with the Unit Chairmen and the Divisional Chairman. It is not scary, its' been the best time of my life. I encourage you to think about moving up. “Leadership is not about being the best, Leadership is about making everyone else better”.

We still hear a lot about conflict within Units and relationships with Posts that have gone wrong. It's our responsibility to fix this. You are strong, confident women. Mend the fences that need mending. Take care of your business within your posts. If you're having trouble that's just gone too far and you're getting nowhere, it's time to get the Legion involved. There's no reason to have such conflict. Let's work together to get it stopped.

It's easier to work together than against each other. The past is past. Move forward because the opportunities for us are endless.

**Reports from Chairmen:**

**Finance Chairman Karen Banks:** We haven't had any major unexpected expenses or income to report.

- Line #9 on Budget Report, AGIA/LIT After many questions, we finally received a copy of the report from the Legion and there was no provision for the Auxiliary. The finance committee decided to remove this item from the budget since we are no longer receiving this revenue
- Line #32 Misc. Expense on National Convention. We don't know what this expense is so I will look into it.
- Line #84 should be Item #85. Plugged into the wrong line

Erin Walters District 8 Unit #180 Clarified that Colum G of line 83 should be Colum G on line 84. Any questions?

## Pending Approval

Karen Banks: The Finance Committee purchased a laptop for Andrew and the expense came out of reserve funds for office equipment.

IRS allows \$0.15 per mile for deduction on charity for mileage. The Department has reimbursed \$0.30 per mile. The Finance Department will move to lower mileage reimbursement from \$0.30 per mile to \$0.15 per mile to be accurate with IRS.

Krisann Owens: It's been moved to lower the amount of mileage to be dropped to \$0.15 per mile. Is there a second? Second. Any discussion? Erin Walter, District 8 President asked about the need for a 30-day notice before voting on any financial changes. In 30 days, we will have a DEC conference call to discuss.

Jody Marsh: Was there verbiage in the resolution about a recommendation coming out of a committee because this came from the Finance Committee at this DEC? If we wait 30 days for discussion, can we still make this effective at this DEC so that these DEC expenses will be paid at the lower amount. (we just lost \$5k out of our budget)

Linda Liebenow: Technically, the way it reads, we cannot vote on anything at DEC without a 30-days' notice. We cannot ratify, we cannot do anything if you haven't been notified. Maybe you need to rethink.

Erin Walters: It seems ratification of appointments is not a vote, it's approval of an appointment. I don't think that this falls under that. The purpose of the Resolution (at Convention @ Florence 2018) is so we don't come to DEC, get handed something and be expected to vote as District Presidents. The 30-days gives us time to review with our units before we vote on their behalf.

Krisann Owens: Read the resolution; For the "Advance Publications of Documents to the DEC" submitted June 30<sup>th</sup>, 2018 by Erin Walters, Deby Levy and Cheryl Park. **(SEE ATTACHED)**

Erin Walters: There's no need for notification on ratifications of things because it is a DEC decision and not a policy change that affects all units or districts.

Jody Marsh: Where does this mileage change fit? Does it go in standing rules, constitution or by laws? When we say document, this would be like a policy change. The budget is the responsibility of the DEC. I'm not sure if this qualifies because general members are not receiving the benefit of mileage. We need to be really clear. This is a financial question to the voting members of DEC. Our Department just got notification of a \$5K decrease.

Erin Walters: There are department chairmen or committee members that get calls to DEC that don't have a vote.

Kathi Karnowski: Is there any way that we can come to a consensus and ask anybody that's getting reimbursed to just drop their mileage to \$0.15 a mile. Is that legal?

Krisann Owens: If you would agree to reduce it to \$0.15 per mile, you can mark it on your expense report until we can get this process done.

Cheryl Park: We looked up on the internet and it says the government mileage for 2019 is \$.014 a mile and not \$0.15 so if we're going to be in contention, we have the correct amount.

Jody Marsh: It was \$0.15 for us, not for IRS compliance but a cost saving measure. I say let's put it at \$0.15 per mile.

## Pending Approval

Krisann Owens: 30 days from now, the DEC will have an electronic vote on this subject to officially reduce mileage reimbursement to \$0.15 per mile. In the meantime, if you "chose" to use \$0.15 for this DEC, it's entirely up to you. Just change the mileage form from \$0.30 to \$0.15. Karen, I need you to rescind your motion.

Karen Banks: I rescind my motion. CORRECTION: The Finance Committee moves we reduce the mileage to \$0.15 per mile to be voted on electronically in 30 days.

Krisann Owens: Motion has been seconded, is there any discussion? All those in favor? Opposed? Motion carried.

Helen Hisaw: We are halfway through our membership year. We have used, in several areas, more than 55% of our budgeted amount. Our membership is at 46%. FYI: And we just lost \$5K. Our income is not there, this is very important. Had this budget been distributed 45 days before this DEC, you would have not gotten any quarterly information, meaning you would not have had gift shop information, quite a bit of the administrative information, it just wouldn't have been available. If it came out 30 days in advance, you would have been lacking information.

Cheryl Park: Question on the budget. On Line 10 on the budget under "Revenue Administration" ALAMIS registration is \$10, why is it at -\$75.00? it should be a tenth amount.

Karen Banks: I do not know. I will have to research it and get back to you.

Ardis Snyder: The original amendment says; "Meaningful review by unit and District Presidents prior to adoption, approval and/or ratification". Possibly, the writer or someone else could make a motion to remove that (and/or ratification), to be presented at convention for a vote with notification.

Krisann Owens: Jody Marsh, Erin Walters, Linda Liebenow and Ardis Snyder will get together and make sure we're doing the correct thing for the Department. When we ratify the appointments, I (Krisann) need to recuse myself because I am one of the appointments to be ratified.

Jody Marsh: You can't ratify those (appointments) because there has not been 30 days' notice. So, they have to be on the 30-day conference call. You can recuse yourself from that conversation.

Krisann Owens: We're going to take a 15-minute break.

Auxiliary went up to Legion DEC to solicit donations. The Legion donated \$240 towards the brick donation and the Auxiliary raised an additional \$400.00 for a total of \$640.00 towards the brick donation. Total of three bricks: (ALA Department of Oregon/ Legion Family/ PNP). \$40 leftover will be used in joint venture with Legion where we would both be recognized. The PDP's will purchase a brick from their funds to honor the PDP's of Oregon

**VA&R Chairman Cheryl Park:** My report is in the Book of Reports. Shelly Smith a Social Worker at the Transplant Unit in Vancouver Washington wanted to be here but was unable to get authorization for travel. Transplant Unit opened December 15<sup>th</sup>, 2018. Shelly sent an update with Cheryl: (GET NOTE FROM CHERYL) Thank You for all your donations to the VA&R. Cheryl introduced Becky Crosby as the new Transplant Unit coordinator (when ratified) that will be purchasing the food for the Unit. Cheryl will be checking with the Department of Washington to see if they will help us with the purchase of food.

Jody Marsh announced that The Legion National organization has vowed to support the US Coast Guard, who cannot get a second job while furloughed, through a Temporary Finance Assistance grants (TFA) The Department has been processing 15 requests a day. Jody commends North Bend, Astoria and Florence area for their efforts in assisting the US Coast Guard with donations and food.

Cheryl stated, Krisann Owens shared with Cheryl that two food banks donated 28 pallets of food (one food bank 17, one food bank 11).

I received 15 Unit mid-year VA&R reports out of all the Units. Out of the 15 Units reporting, five turned in blank reports. The questions on the VA&R report is information that National needs. It's really important for someone in your Unit to report the Unit's involvement with Veterans. We want to know.

Veterans should be our number one priority. Department Chairman must send two reports to National, a mid-year and year-end report. This informs National what we are doing. It's really important for each Unit, whether you have a Chairman or not, to tell us what your Unit has been doing for VA&R and our veterans. National let's Congress know that we are truly a Veterans Service Organization. The only way they know this is if we report what we do for our Veterans and Active Duty Military. Our future veterans must know that we're going to be there to take care of them. If you ask people to help, it's amazing how much people will help. You must let them know what you're doing. People will give, people will volunteer. A lot of times people will give because they know what a veteran has done for their country. Make sure you have a purpose when you're out there in your community and you're doing something. Think outside the box and see what our members can do for our veterans, military, and their families. Questions?

**Poppy Chairman Cindy Soria:** Report is in the Book of Reports. Western Division reports that the Department of Oregon made 100% on mid-year reporting for Poppy and Poppy Posters. It's time to get the information out to your local schools about the Poppy Poster contest. A coloring page is included in your Poppy packet for the young children. Next DEC, we're having a Poppy Hat contest. At Convention, we will be having a Poppy display contest.

**Poppy Production:**

President, Krisann Owens announced that Production Chairman, Dani Huck was unable to attend DEC, but she sent a report to be read by Department Secretary Linda Liebenow.

*Hi Everyone, I am unable to attend the Winter DEC. I do books for a living and it is tax season. However....*

*Oregon Poppy Production Report*

*What a learning curve I had this last year!*

*In January 2018, I called Department of Oregon to order our Unit's usual 2,500 poppies. There were not enough to fill the order. So, I ordered 3 kits to make poppies ourselves. Then it struck me....why not offer to produce poppies for all the Units that needed them. Why not get Oregon back into producing our own poppies. Little Baker City has hundreds of veterans! And so, the journey began. I sat down at my desk and created an accounting system of checks and balances. Then came the flyers to peak the interest of Veterans (strategically placed where veterans would see them). After which, I created contracts between Oregon Poppy Production*



Pending Approval

*and Poppy Production Veterans. Not to mention assisted on the Memorandum of Understanding between Department of Oregon and Oregon Poppy Production.*

*Baker City Unit #41 held a meeting to discuss business loans between the Unit and Oregon Poppy Production. They ladies (myself included) voting to extend any monies needed to get the program through its first year (interest free and no time limit of repayment). May was the last amount needed as the program was able to support itself. Oregon Poppy Production has since been able to repay \$4,000.00 back of the overall \$7,461.63 in loans. The bank balance as of this report is \$2,324.37 (just enough to really get a hold on expenses for the new year). Production actually started in late March with a promise of producing 27,000 for Oregon Units. Just over a month later, Baker City veterans had produced enough poppies to send 11,500 to the Department of Iowa. Shortly later, my home was wall to wall poppies. Orders started coming in and I was able to send them out within a few days.*

*It has not been without its ups and downs. No one seemed to know how much to pay the veterans or how the operation was to be handled. There were lost, missing or destroyed parts to be replaced. Some veterans were not able to continue for various reasons. I found that UPS was costing far too much, so I switched over to USPS. That saved quite a bit in mailing costs. The list goes on. In August, I had to stop production. I simply ran out of room! Baker City veterans had produced 45,000 poppies. I still have 4,500 poppies in my home office. We start back up on Monday, January 21, 2019 for this coming year. I have several veterans who will remain with the program. These veterans have the most beautiful poppies and don't lose parts.*

*The 2018 financial reports were sent to Department of Oregon shortly after the new year. There was a \$649.43 loss in our first year. This was due mostly by lost or missing parts. Barring any more upsets, I am expecting a small profit this year. Please understand, I didn't take this program on to make a huge profit. I offered my time and home so Oregon could be assured of 'veteran made' poppies. This program holds a deep sense of honor for me. I come from a long line of veterans. Four of my sons served. Three came home. I have been the President of Unit 41 since 2013 and will continue as long as they will have me. I serve because they served.*

*I wish all of you a wonderful 'Poppy' year.*

*Respectfully Submitted,*

*Danett S. Huck aka: Dani  
President – Unit 41  
Poppy Production Manager – Oregon  
PO Box 1054  
Baker City, OR 97814  
(541) 406-9053*

Linda Liebenow asked if the contract between the Department and Unit #41 (poppy prod.) is for one year and do we have to revisit? Jody Marsh Seaside Unit #99 responded; The MOU was produced at Spring DEC in Ontario last-year so we need to review that and make sure it goes out 30 days in advance. Jody also asked that every Unit that received Poppies from Baker City, please inspect the quality of the actual poppies and how they were shipped. These are things we need to know before we make another decision.

**Americanism Chairman, Trudi McGriff:** Report is in the Book of Reports. Trudi stated that she is not going to be negative. Everybody does Americanism. When you say your pledge at the opening of your meetings, that's Americanism. If you go to your local school and they do the pledge, you can pass out little flags; display flags at your place of business, that's Americanism. Please send in your Reports.

Lori Sherman Unit # 68 inquired about the guidelines for the Americanism contest and theme. Where is it located? Trudi responded they were handed out to the District President's and she located the report on the National website. Karol Satterfield responded, I went online and found it, HOWEVER, it is not under Americanism. It is under Veterans. The title is Veterans and then there's sub titles underneath. Department President responded, the reason why they do that is, the National website categorizes programs for members, veterans, children and youth.

Linda Schmidt Unit #63 Harney County, asked are these guidelines on our Department website and if not, can they be put on there? Department President Krisann Owens responded, no they are not there, but they should be. Linda (Schmidt) asked Office Manager Andrew Miley if we could upload the documents. Andrew responded yes. Krisann requested that we (Department/Patty Cooper) will investigate it in an effort to upload all required documents on our website.

### **Communications**

Krisann Owens: Do we have any communications? Linda? Andrew?

### **Unfinished Business**

Do we have any **unfinished business**?

Jody Marsh responded to the question asked earlier does helping a spouse count (as helping a veteran and going on VA&R Report) Jody read from the Veterans Affairs & Rehabilitation guideline for Volunteers page 15-16 stating that a spouse does Not count.

Ardis Snyder Department Parliamentarian, asked at last DEC that all Units send her the current version of their constitutions, bylaws, and standing rules. Only received one response, Albany Unit #10. Thank You Ladies! Could the rest of the Units please review theirs and send to Department or Ardis directly ASAP.

As requested yesterday, I contacted Linda Boone inquiring the way to change Department, Unit 114, dues. We just need to submit a data form before National Convention. Other ones must be done in February. She doesn't know who would have informed us about the collection of National fees only on delinquent members or members trying to pay for past years to be a continuous member because they should have collected the full amount and distributed it back to Department, the Department and Unit per diem. So, if you call National and they tell you that, question them or have Department contact them.

Debra Godwin Unit #21 revised their constitution and bylaws 6 months ago. Do we need to turn in again? If they are current at Department, no.

### **New Business**

Do we have any **new Business**? Kathi Karnowski, District #6 President, moved that Heppner Unit #87's Charter be accepted. President Krisann Owens responded; the acceptance motion of Unit # 87 Charter closure has been moved and seconded. Any discussion? Motion Carried. President, Krisann stated that some of the members from Unit #87 did transfer to other Units.

## Pending Approval

Office Manager, Andrew Miley gave a Girls State update and passed out Girls State packets to Unit Girl State Chairmen. The Department and Girls State webpages are currently being updated with current forms. He highlighted the transition of Girls State Director from Erin Walters to Department, in the absence of an appointed Director to include meetings-are being held bi-weekly between Department and Committee. A contract with Willamette University (1 year) is signed. The goal is to bring Girls and Boys State back together at the same facility. We are working on that and negotiating with Willamette on that. Willamette accommodates Girls State, so it is in our best interest to stay there and try to get the Boys State back at Willamette. Still negotiation on that. Any questions?

President Krisann Owens called up Junior Honorary Department President Lina McKinney. Lina Oregon Trail Unit #150 in District #8, announced she is selling raffle tickets for poppy pictures (artwork). Her project is to raise money for girls that cannot afford Girls State.

**Upcoming Events:** President Krisann Owens announced the Centennial Celebration in Albany March 15, 2019 no host social at 6pm and dinner at 7pm. Your dinner choices are, Prime Rib or Chicken Cordon Bleu. Cost is \$25 per person and you can make reservations by calling Albany Post 10 at 541-926-0127. We're pushing for 250 people maximum. No reservations accepted after February 22, 2019. Hotel reservations are soon to follow

### **Announcements:**

**Suzanne Driver District #3** announced that we have some junior members from Unit # 83 North Eugene-Santa Clara in the house. The junior members serve dinner, do fish fry's and help at car shows, washed windows, collected donations, made cards, and sent out cookies. Seven Junior members participated. They visited Lebanon Veterans Home on December 15<sup>th</sup>, 2018 and provided gifts for all 14 of the Women Veterans there. They also visited the Rosie's. Next is the Easter Egg Hunt! Junior members have thus far logged 256 volunteer hours.

**Spring DEC-LaPine** April 5-7, 2019. We will again have workshops on Saturday April 6 and the District Presidents will also meet.

Yvonne Drury District #5 President, invited all to attend the District #5 meeting on February 2<sup>nd</sup>, 2019 in Madras. Also, this is our last year of Rosie the Riveter, it is a three-year National program. She asked District #5 members to meet after DEC adjourns.

Karen Banks Unit #4 announced a 50/50 pool on the date, weight and time of birth of Department President Krisann's grandbaby. Make checks payable to the Department. This is for the President's Project. Entries are \$5 each. Entries taken until February 20, 2019.

Chairman Coordinator, Karol Satterfield: We have 14 Department Chairman out of 18 in attendance. 15-year end reports forwarded to Western Division. Thank You.

Department Chaplain, Lori Sherman: Provided a presentation about the Four Chaplains with a table and a small book. Lori played a short Remembrance Program from YouTube. (Will try to get YouTube web address)

Special Thank You: Thank the Unit #21 for hosting the DEC Meeting

Unit #114 Member List was passed out. Past Department Presidents congratulated Department President for an Awesome DEC.

Is there any further business to come before this meeting?

Pending Approval

**Closing Prayer by: Department Chaplain, Lori Sherman**

Krisann Owens: 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.

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

RESOLUTION FOR THE ADVANCE  
PUBLICATION OF DOCUMENTS  
TO THE DEC

JUNE 30, 2018

SUBMITTED BY: ERIN WALTERS  
DEBY LEVY  
CHERYL PARK

- WHEREAS DOCUMENTS TO BE REVIEWED FOR ACTION TO BE TAKEN UPON AT PERIODIC DECS ARE NOT BEING DISSEMINATED IN A TIMELY MANNER SO AS TO ALLOW MEANINGFUL REVIEW BY UNITS & DISTRICT PRESIDENTS PRIOR TO ADOPTION, APPROVAL AND/OR RATIFICATION, and

WHEREAS THE LACK OF PRIOR NOTICE AND REVIEW PRECLUDES MEMBERS' ABILITY TO VOICE THEIR POSITION ON SAID DOCUMENTS AND THEIR CONTENTS, therefore be it:

RESOLVED THAT DOCUMENTS TO BE VOTED ON AT A DEC MEETING SHALL BE DISSEMINATED TO THE DEC NO LATER THAN 45 DAYS PRIOR TO A DEC MEETING INCLUDING BUT NOT LIMITED TO TELEPHONIC AND/OR ELECTRONIC MEETINGS OF THE DEC. E. Marie Cheryl Park

AMENDED TO REQUIRE DOCUMENT  
DISSEMINATED NO LATER THAN 30  
DAYS PRIOR TO DECISION

ALL