

**CALL TO 100<sup>th</sup> ANNUAL DEPARTMENT CONVENTION**

**June 26<sup>th</sup> - 29<sup>th</sup>, 2019**

- PURPOSE** - To receive reports of the Department Officers, National Executive Committeewoman, District Presidents and Department Standing Committees.
- Consider amendments to the Department Constitution and Bylaws.
  - Elect Department Officers.
  - Elect Delegates and Alternates to the National Convention.
  - Transact other business as may be brought before the Convention.
  - Install elected Department Officers, District Presidents and Vice Presidents.

**REPRESENTATION** ARTICLE VII, SECTION 2, of the Department Constitution provides: Representation in the Department Convention shall be by Units. Each Unit shall be entitled to delegates based upon the number of members whose dues are paid up-to-date as provided in the Standing Rules. Changes to the formula for delegate voting strength and the manner for casting votes may be determined only by a two-thirds vote of the Department delegates.-two delegates and two alternates and one additional delegate and one additional alternate for each fifty members, or major fraction thereof, whose current Department and National dues have been paid and received by the Department Headquarters, thirty days prior to the holding of the Department Convention. Each Unit shall have as many votes as it is entitled to delegates.

**REGISTRATION FEE \$15.00** SECTION K (5), of the Department Standing Rules provides: Each delegate, alternate, and delegate at large shall pay the registration fee set by The American Legion Department Executive Committee for The American Legion and its Auxiliary Convention.

**ONLY PAY \$15 FOR MEMBERS ACTUALLY ATTENDING CONVENTION AND ONLY LIST THE NAMES OF THE MEMBERS ATTENDING CONVENTION.**

**DELEGATE FEE \$4.00** SECTION K (4), of the Department Standing Rules provides: Each delegate, alternate, and delegate at large shall pay the delegate fee set by American Legion Auxiliary. **(DO NOT PAY DELEGATE FEE FOR ANY ALTERNATE ATTENDING BUT DO LIST THOSE THAT HAVE PAID CONVENTION FEE.)**

**CERTIFICATION OF DELEGATES AND ALTERNATES** Fill in the names and return to the Department Secretary (enclosing fee of \$4.00 per delegate and delegate at large in time to reach Department by May 27<sup>th</sup>, 2019. Do not pay the delegate fee for alternates. Mail both Delegate fees (\$4.00) and the convention Registration fee (\$15.00) **to American Legion Auxiliary, P.O. Box 1730, Wilsonville, OR 97070.**

**RESOLUTIONS** Section L of the Department Standing Rules provides:

- 1) All resolutions submitted for consideration shall be submitted to Department Headquarters 30 days prior to the Department Convention with the exception of resolutions emanating from a District Caucus less than 30 days prior to a Department Convention. **deadline date May 26<sup>th</sup>, 2019.** All resolutions shall bear the signature of two persons and/or the Unit or District submitting them.
- 2) The Department Convention Resolutions Chairman shall, after all resolutions have been duly considered and acted upon by the Convention Resolutions Committee, present all resolutions to the Department body for final action. Furthermore, a copy of any Resolution requiring the expenditure of Department funds shall be sent to the Finance Chairman as well as Department Headquarters by the Unit or member submitting same thirty (30) days prior to Convention – **deadline date May 26<sup>th</sup>, 2019.** They must be in proper form, typed.

**VOTING** ARTICLE VII, SECTION 8 of the Department Constitution provides: Each delegate shall be entitled to one vote. The vote of any delegate absent may be cast by the majority of the delegates present from her Unit. The manner for casting votes shall be as provided in the Department Convention Standing Rules.

ARTICLE VII, SECTIONS 3, 4, 5, 6 and 7 of the Department Constitution provides:

3. The Department President and Department Vice President shall be delegates-at-large to the Department Convention, with vote to be exercised with their Units, and shall serve as Department Convention Chairman and Vice Chairman respectively.
4. The National Executive Committeewoman, Alternate National Executive Committeewoman, Department Secretary, Department Treasurer, Department Chaplain, Department Historian, Department Parliamentarian, Department Sgt.-at-Arms, and Department Assistant Sgt.-at-Arms shall be delegates-at-large to the Department Convention, with vote to be exercised with their Units.
5. Past Department Presidents in good standing in their Units shall be delegates-at-large to the Department Convention, with vote to be exercised with their Units.
6. The District Presidents shall be delegates-at-large to the Department Convention with vote to be exercised with their Units.
7. Each Department Committee chairman shall be delegates-at-large to the Department Convention with vote to be exercised with their Units.

**ALL SESSIONS will be held at Astoria High – 5829, 1001 W Marine Dr, Astoria, OR 97103**

**PLEASE NOTE THE FOLLOWING IS SUBJECT TO CHANGE:** Check the agenda in the Convention Book.

**Wednesday, June 26<sup>th</sup>, 2019-1:30pm** Pre-Convention Meeting

**Wednesday, June 26<sup>th</sup>, 2019 - 3:30 pm Flag Practice** Flags are to be brought Wednesday for Flag practice at 3:30 p.m., at Astoria High. All colors will be registered and numbered by Department Sgt.-at-Arms. Goal Unit Color bearers and District Presidents are to wear navy slacks and white blouse. **Goal Units will pick up the Goal Ribbon for the Unit Banner.**

**ONLY Goal Units will carry Unit Banners in at the Joint opening.**

**Wednesday, June 26<sup>th</sup>, 2019 - 5:00 – 7:30 pm- JOINT OPENING** this is a joint opening with The American Legion.

**District Presidents, Department Officers and Past Department Presidents need to arrive at 4:30 PM to line up for processional.** (Dress – Red Blazers, White blouse, and Navy slacks or skirts)

**Thursday, June 27<sup>th</sup>, 2019 – 8am --JOINT MEMORIAL SERVICE** --District Presidents need arrive 7:30 to line up. (Dress – Red Blazers, White blouse, and Navy slacks or skirts)

**Thursday, June 27<sup>th</sup>, 2019 – 9:30 am** Auxiliary Opening Session - All Units will carry both their flags in the processional at the Auxiliary opening session. Officers and Past Department Presidents will be lining up for the opening processional. (Officers include District Presidents) (Dress – Professional Casual) Unit Color bearers and District Pages are to wear street length navy or dark blue skirt or pants, white blouse. The business sessions on Thursday will convene at 9:30 AM. All business sessions on Friday and Saturday will convene at 9:00 AM at the same location. Times subject to change. In the annual convention, Districts will be given preference in seating in accordance with percentage of membership goal.

**Thursday, June 27<sup>th</sup>, 2019, 11:45 am-1:45 pm – Veterans Service Program Lunch @ Post #12– All Welcome**

**Thursday, June 27<sup>th</sup>, 2019-5:00pm-8:00pm- President’s & Commander’s Banquet @ The Loft**

**Friday, June 28<sup>th</sup>, 2019 – 9 am Auxiliary General Session continued**

**11:45 – 1:45 Americanism/Boys & Girls State/Children & Youth Luncheon-All Welcome @ Post #12**

**5 pm -10 pm Casual Dinner # 1 & # 2**

**Saturday, June 29<sup>th</sup>, 2019- 9 am Auxiliary General Session continued**

**11 am Joint Installation of Legion Family (TAL, ALA, SAL, ALA Juniors)**

**Anyone giving a report on the convention floor MUST have a written report to turn in to the Department, with complete listing of awards and trophies and who the award or trophy was given to.** Or you can e-mail your reports to Department Headquarters for minutes.

**ALL TIMES SUBJECT TO CHANGE**