

**AMERICAN LEGION AUXILIARY
DEPARTMENT OF OREGON**

MID-WINTER DEPARTMENT EXECUTIVE COMMITTEE MEETING

January 12, 2020

Springfield, Oregon

Department President, Gea Clausier, called the DEC to order.

Acting Chaplain, Phyllis McDaniel, gave the prayer.

Department Americanism Chairman, Donna Hartwell, led us in the Pledge of Allegiance to our flag.

We all sang The National Anthem.

Department Parliamentarian, Lynda Dryden, led us in the Preamble to the Constitution of the American Legion Auxiliary.

WELCOME by President, Gea Clausier

How exciting to say I am halfway through my term as Department President. I have learned so many things and have had great experiences when visiting the different Units. Did you know we have a new Charter Unit that has 2 males as charter members? (Cheers) National even took notice of that precedent! Things that your Unit does that catches National attention needs to be shared with the Department and all Units. Be proud of all your hard work. This is an organization of many doing the work to help the veterans and their families but take pride in sharing all you do as an individual, too.

Would all the members of our new Unit, Newberg Lester C. Rees #57 please stand. (there were two members, which included one of the male charter members)

ROLL CALL by Secretary, Linda Liebenow

Department Officers

Department President, Gea Clausier

Department Vice President, Kathi Karnowski

Department Secretary, Linda Liebenow

Department Historian, Phyllis McDaniel

Department Parliamentarian, Lynda Dryden

National Executive Committee Person, Pam Seelye

Alternate NEC, Trudie McGriff

Department Sgt-at-Arms, Barbara Sumner

Department Assistant Sgt-at-Arms, Trudie McGriff

PENDING APPROVAL

District Presidents

District #1	Catherine Brockmann,	(Jody Marsh, VP)
District #2	Debra Godwin,	(Gregoria Hernandez, VP)
District #3	Suzanne Driver,	(Roberta Peebler, VP)
District #4	Cindy Soria,	(Donna Hartwell, VP)
District #5	Louise Carter, VP	
District #6	Mary Ward, VP	
District #7	Vacant	
District #8	Angie McKinney	
District #9	Krisann Owens,	(Betty Adams, VP)
District #10	Linda Schmidt	(Shirley Torrey, VP)

Past Department Presidents

Krisann Owens, PDP (2018-2019) (2003-2004), District 9 President, Girls State Commission Director
Louise Carter, PDP (2004-2005), District 5 Vice President
Trudie McGriff, PDP (2010-2011), Alternate National Executive Committee Person, Assistant Sgt-at-Arms
Jody Marsh, PDP (2011-2012), Admin Committee Chairman, Convention Chairman
Pam Seelye, PDP (2012-2013), National Executive Committee Person (2016-2020), National Security
Virginia "Ginny" Williams, PDP (2013-2014), Distinguished Guest Chairman
Linda Liebenow, PDP (2014-2015), Department Secretary, Admin Committee member
Angelina "Angie" McKinney, PDP (2015-2016), District 8 President, Junior Activities Chairman
Helen Hisaw, PDP (2017-2018), Member of Admin and Finance Committee

Department Chairman and Commission Members

Administrative Committee	Jody Marsh, Chairman Helen Hisaw, Linda Liebenow, members
Americanism	Donna Hartwell
Aux. Emergency Fund	Cindy Lee
Centennial Celebration	Krisann Owens
Children & Youth	Roberta Peebler
Community Service	Margie DeMoss
Constitution & Bylaws	Lynda Dryden
Convention Chairman	Jody Marsh
Distinguished Guest Chairman	Ginny Williams
Finance	Helen Hisaw, member
Girls State Commission	Krisann Owens, Director Cindy Hillyard, member
Junior Activities	Angie McKinney
Membership	Kathi Karnowski
National Security	Pam Seelye
Poppy and Poppy Poster	Cindy Soria

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Department Chairman (cont.)

VA&R

Portland Gift Shop Coordinator

Linda Liebenow, member

Linda Liebenow

MINUTES, President Gea

You have received the minutes of the Fall DEC October 6, 2019. Corrections, page 3 Rosburg was misspelled; the date of the closing of Capital Unit 9 should be May 15, 2017. The minutes were approved as corrected.

RULES OF THE DEC were read by Secretary, Linda Liebenow

RATIFICATION OF APPOINTMENTS

Consent was given for the following committee member

Cassie Crossman, Girls State Commission

REPORTS FROM DEPARTMENT OFFICERS

Department President, Gea

All reports should have been sent in to be included in the Book of Reports so that the reports do not have to be transcribed after the DEC. Only additions or last- minute changes should be said at this time.

Department Secretary, Linda Liebenow

- All reports for the Book of Reports should be sent to Department in a Word document
- Girls State information has been sent to all Units and is on the website
- Education and Scholarship application is on the website
- Have articles in by the 20th of the month for the following issue of the Department Newsletter
- Be thinking of your 2021 dues. The Unit Data form will be due back to Department by April 1st. It will be emailed out by the end of February and will be on the website. ALL Units need to send in the Unit Data form even if you don't make any changes.
- Make sure that your personal information is correct on the roster, new roster will be emailed out soon.
- For sale items in the back of the room. Also copies of the 100th Anniversary Auxiliary magazine. Feel free to take extra copies to distribute in your area. Raffle items for Gea's Project and for the Junior Project.

Finance, Helen Hisaw Member

It has come to the attention of the Finance Committee that there is no policy in place regarding membership credits for the Units that have PUFLs and pay-on-line.

In order to be more fiscally responsible to the board, the Finance Committee is recommending the following:

Finance (cont.)

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Credits that are not used up by July 1 will be absorbed into the Administration Revenue account or refunded with the limit of \$10.

The Department will send out reminders on a quarterly basis to the units that have credits available.

If there is an underpayment, credits will be used to offset the underpayment.

Department Historian, Phyllis McDaniel

No additional report.

National Executive Committee Person, Pam Seelye

No additional report. When she is in Indianapolis, she will ask about a membership dues increase.

Typically, we would have heard something at National convention last August.

Kathi Karnowski asked if Pam had heard about the Legion changing the spelling of the American Legion Auxiliary by capitalizing the "T" in the. Pam had not heard anything but might find that out at the NEC meeting in February.

REPORTS FROM DISTRICT OFFICERS, only for last- minute additions

District 4, Cindy Soria, District President

I was not able to get this report to Department in time as I lost my computer while I was in California which had all my Auxiliary info.

Medford, Unit 15 is my only real active Unit. Donna Hartwell, the President, does an exceptional job in promoting our programs. Her Unit is always willing to help when asked. The Unit did a craft and bake sale which was shown on the local news. Three senior members marched in the Veterans Day parade along with three Junior members. One member participated in the Wreaths Across America at the Eagle Point cemetery. The Unit continues to do monthly bingo at the SORCC for the patients there. One member does a lot of volunteering at the VA. Two members went to the local schools to promote the Americanism Essay contest and to talk to the students about flag etiquette. This Unit does an amazing job.

Cave Junction, Unit 70, participated in ceremonies on Veterans Day and Pearl Harbor at the Cave Junction City Hall, five members participated. A wreath was laid. Auxiliary members along with community members signed over three hundred Christmas cards which a member took up to the Portland VA to pass out. She was there for two months with her husband and said so many Veterans never had a visitor, so she wanted to give them something to show that they are appreciated. Their treasurer, Michelle Colbert, was airlifted to Portland and it does not look like she will pull through.

Grants Pass, Unit 28 is trying to find ways to revitalize. I will be calling each member within the next two weeks and see if they want to try and bring this Unit back or just turn in the Charter. I will have an update at our April DEC.

I did not receive a report from Klamath Falls or Malin. I do know that both these Units do dinners for Veterans Day.

All the Units in this District are having issues with membership. I have talked to Department about this problem.

District 5, Louise Carter, District Vice President

Louise had additional comments.

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Crook County, Unit 29 now has their first male Auxiliary member.

First, I have some good news to share. Eugene Green, Unit 48, District 5 in Warm Springs asked to turn in their Charter, due to lack of participation. Susan Guerin, the President there, talked with members and got no response.

Did she give up? NO. She worked hard and I am happy to report since that time with Susan's hard work, they have come together and are keeping their Charter. They have five senior members and five Junior members. Let's give Susan a big hand for her hard work and dedication. Thank you, Susan.

District 10, Linda Schmidt, District President

Their next District meeting has been changed from February 8th to February 1st.

President Gea, called Helen Hisaw, Finance Committee member, back to reread the recommendation from Finance for Handling Unit Credits for a vote. The original recommendation can be found on page 3 under Finance.

Questions:

Linda Liebenow, Department Secretary, asked what it means that they will be absorbed or refunded?

One or the other, the Unit has a choice?

Helen Hisaw, it means that if it is \$10 or more, they will cut a check and refund it to the Unit. If it is under \$10 it is not worth the time and effort to cut a check.

No other question. President asked for the vote.

Recommendation passed.

REPORTS FROM DEPARTMENT CHAIRMAN

Admin Committee, Jody Marsh, Chairman

The Admin Committee met yesterday morning with President Gea and Vice President Kathi. We were joined by Cindy Hillyard, Department Administrative Assistant.

The position description for the Admin Assistant II was reviewed and accepted for implementation. This is a fluid document and will be updated as new responsibilities are identified and implemented.

There was discussion on updating the Departments position policies to be more descriptive and detailed as to what is expected of a member that accepts a position in the Department. We, the Admin Committee, have committed to completing position policies for President, Vice President, District Presidents and All Chairman. These policies will be distributed prior to the Spring Department Executive Committee meeting for approval. Our intent is to have an accurate "job description" to provide a better picture of the duties and responsibilities so that these officers have a clear understanding of their duties. We used to have things like this, so we are bringing back the old policies and updating them and making them more like job descriptions.

An ongoing discussion regarding membership processing continues. The six of us are attempting to find a working solution to some of the common issues that surround processing membership in a timely manner. We are looking for something that will work on the Department or Unit level.

Other housekeeping topics were discussed to keep us moving forward for our next DEC and upcoming Convention.

Madame President, Officers and members, this concludes the remarks from the Admin Committee.

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Constitution and Bylaws, Lynda Dryden, Chairman

The Preamble has been updated to say “all wars” instead of the great wars. All Units need to update their Preamble. Also, the Constitution and Bylaws have been updated as per National. All Units need to update their Constitution and Bylaws to coincide with National.

Question:

Jody Marsh, what do we do with the Constitution and Bylaws once they are updated?

Answer:

Lynda Dryden, all Units should send the updated copy to me and to Department

Question:

Krisann Owens, would like a list of the Units that need to update their C&B.

Lynda Dryden, yes, she will send a list.

Convention, Jody Marsh, Chairman

The Convention Committee met yesterday, and we are on target for having the convention at Seven Feathers this year. We are planning some fun exciting things for the Auxiliary 100th birthday. The Department is putting this convention on because, as you know, we have had trouble the last few years with Posts and Units that are able to host conventions. We would love to get back to that but for now it is going to have to be in the casino. The income from the convention (from advertising and other things) will be split three ways, between the Legion, Auxiliary and the SAL.

The information about the ads in the convention book will be coming out later. If you have someone in your area that is running for a Department office, encourage them to put in an ad. Even your local All State insurance agent or USAA could have an ad because that would be good throughout the whole state.

We are looking to make some changes with the banquet so that it won't be so long and stuffy. We are looking to put more fun in the whole convention. Date is June 24,25 and 26, 2020.

Membership, Kathi Karnowski, Membership Chairman and Cindy Hillyard, Admin Assistant

Kathi Karnowski: Some of us are new and some of us have been around for a long time. Some of us don't like rules and procedures but we try. Some of you out there have many years and some of us have fewer, so when we get up here to speak, bear with us because some of us don't like to speak, some of us don't like to stand up but we are here for the good of the organization. If any of you are interested in doing a chairman job next year, please contact me.

The District Presidents and officers have pictures of a Veteran or someone who inspired them. As you go to your Unit meetings use a picture of someone that inspires you as your motivation for recruiting or doing a job or chairmanship.

Kathi asked all the District Presidents and officers to have a picture of a Veteran or someone that inspired them. We have two Vice Presidents that did not get the email about having a picture. Shall we let them off the hook for paying the fine because their District President didn't forward the email to them. Yes.

Congratulations and welcome Newberg, Lester C. Rees Unit #57 for having the spirit to reopen the Unit there. We hope to see good things coming from your Unit and hear about them so we can brag about your Unit. Their goal is 20 and right now they are at 15, no 16. You don't have to stop at your goal number, especially when you are just rebuilding a Unit, keep growing that Unit.

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Now, we would like to announce a belated Christmas gift to Milton-Freewater Unit #24 for making goal plus one on this membership report, Lynda Dryden Unit President and Mary Ward, Unit Treasurer. Kathi had Sgt-at-Arms, Barb, give a flag pin to the two Juniors that were with us.

Kathi Karnowski: So, we all know that every two weeks National send out a membership report. Right now, Oregon is in 31st position on the National report we are currently 72.71% and in the Western Division we are in 2nd Place just slightly behind Washington. We need 1261 members to make goal for the year. That is a large number, but we can do it. Second renewal notices will be sent out next week so use your judgement and start making phone calls or send cards, to check on members and make sure they received their notice. There are some members that get overlooked, so contact them. Last year I had a member who can't drive or come to meetings but wanted to do something, I gave her a list and she made calls for me.

My job (at least that is what I think it is) is to be the middle person between Cindy at Department, the District Presidents and the Unit's membership person, to help communication flow between us all. I am here to work with the District Presidents to see if they are in contact with Units in their District. When a situation comes up with something Cindy is dealing with or if a Unit has a problem, I try and address them in the membership report that is sent out. Every two weeks, National sends out a membership report, on the odd week I am trying to honor a member. If you have a member in your Unit or District that you think needs to be honored, please let me know.

If we ALL do our part, it makes the other's job easier. Here is an example: one of our Unit members had surgery and I was helping her and letting others know how she was doing. One member texts me and asks if she needs anything, I text back, I don't know but you could get a hold of her and ask. She texts back, can you give me her phone number? Another Unit member hears about her and asks ME if she need anything, I text back you can ask her, she texts, can you give me her address so that I can send her a card? These two caring members are officers and have a Unit roster with phone numbers and addresses on it. I had other things going on at the time and had to take my time to look the number up and text it to them. If they had taken time to look at their roster or newsletter to get her number, it would have saved me time and stress. Take this small thing and multiply it by 100 or more times, what do you think Cindy is dealing with at Department? We all are busy and have our own life and jobs to do, so next time you do something, think about how your actions will affect the other person. Include Unit # and District on correspondence to help keep things straight. I know I forget at times and then get lost, which takes more time. By doing it efficiently the first time, it lines the next step up for all concerned. Take for example: a Unit that sends in a transmittal and the check they send in is for the wrong amount, that membership cannot be transmitted because the check is for the entire transmittal. We can't just say, send the rest in and we will process it, we have a responsibility with the Department's money. When you do something, whether for your Unit or sending into Department, check, double check and triple check before doing it. I contacted a Unit this week about only having PUFL's for paid members, this person told me that she was waiting on one more person before she sent in the Unit's membership. I explained how the Unit officers and members were not current and could not hold office. She said she would get a transmittal off in the next couple of days, she was leaving for the weekend. My suggestion to Units is, if you want to send all membership in at once, use Unit funds to pay dues and collect from your members later, if your Unit agrees to that. There are little if any consequences to a Unit, but Department depends on the membership dues and has goals set by National. We are a non-profit working for our Veterans and yet operate like a business. Would you go to the grocery store, write a check for \$20 under what your bill is and tell them, you will get the money to them later? The answer is

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no, and Department is the same. Please don't get upset when a transmittal gets sent back or just not processed, there is a reason. All of us have rules and procedures to follow so don't feel like you are being singled out, you aren't.

Let your Unit members know that they are important, and we care about them.

President Gea, asked Cindy Hillyard to come up and answer questions about processing membership.

Examples: In the Eligible Veteran space, my father. It is hard for us to know who their father is, we need a name. Another application is not signed by the applicant or a Post officer. Other problems refer to direct descendants, we need to know if it is a daughter or granddaughter. Great-granddaughters are no longer eligible for membership. Some problems can be fixed over the phone, but some must be returned to the Unit. Members are not members until they are processed to National.

We have a membership challenge with Washington, highest percentage by July 27, 2020, winner to get \$25 for the President's project.

Questions:

Jody Marsh, Seaside Unit #99: if a check is short of funds, the entire transmittal can't be processed, or do you pick and choose who gets paid and who doesn't?

Cindy Hillyard: That stops the whole transmittal. If there are 40 people on the transmittal, none of the people will get processed until the check is corrected. If the check is short, we send it back. If it is over, we give the Unit a credit.

Cindy also gets transmittals with new members but no application from the new member.

Suzanne Driver, District #3 President: PUFL and online credits, use the credit on your next transmittal, correct?

Cindy: Yes, and don't pay for your PUFL's again.

Suzanne Driver: We seem to have a problem getting the credit from National.

Cindy Hillyard: National sends out credits twice a month until January and then it will be once a month.

Kathi Karnowski: when you pay online, National will send you your membership card.

Cindy Hillyard: if your Unit has ALAMIS access then you can pull up a report that shows your credit but don't use it until I send you a credit memo.

Helen Hisaw, Crook County #29: So, you send each Unit a piece of paper telling them that they have a credit?

Cindy Hillyard; Yes

Helen Hisaw: and in the future we are going to be sending them statements showing them their credits on a quarterly basis. So, you will be getting notified of your credits twice.

Cindy: Yes, as soon as I get the information from National, I create a credit memo. If the Unit has email, it is emailed to them. For the few Units that do not have email, it gets mailed to them.

District Standings:

District #10 is in first place

District #7 is in second place

District #9 is in last place

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VA&R, Linda Liebenow, member

I would like to thank everyone who participated in the Christmas Gift Shop, we had a wonderful year. There is more in the Book of Reports. We did Christmas Cheer at the Portland VA, I'm not sure if it was done in other facilities.

Don't forget the Transplant Unit needs funds year- round. The Unit is full, so they are trying to feed 60 people, 30 patients and 30 caregivers. We try to supply the basic food, if they want something special, they need to buy it themselves. We spend \$600-\$700 a month. There are three pods in the Unit, each has its own kitchen and living area and ten rooms for the patient and the caregiver to sleep. We had one Unit that gave extra money so that we were able to buy special food for Thanksgiving and Christmas.

The mid-year reports were a little sparse, I only got reports from six Units. When I was reading some of the reports in the Book of Reports, I found things that the Units were doing but they didn't turn a mid-year report for VA&R. If it doesn't get sent to me, then I can't report it. I hope that we will receive more year-end reports. District Presidents, please encourage your Units to send in the year-end report. The National Wheelchair Games will be in Portland in July 2020. They will need a lot of volunteers. There is a flier available in the back of the room.

Finance, Helen Hisaw, member

The budget is in the District Presidents books. Are there any questions?

Kathi Karnowski, Unit #43: On line 92 is the percentage of the budget used incorrect?

Helen Hisaw: It is an error on the percentage.

Jody Marsh, Seaside Unit #99: Back to the narrative section as of September 31, under Ad Min Expenses, Line 43 and Line 72. This is the expense for the notebook passed out at the DEC's, this is not a membership expense but a 100th Celebration expense. Can that be adjusted?

Helen Hisaw: Yes, that should be taken back out of line 43 and line 72 and charged to the 100th celebration expense.

Helen Hisaw: we will have a bill coming in that wasn't planned for. The reason is we have ok'd for IT to come into the office and clean up the old emails, Constant Contact and website and then switch computers around so that Cindy is using the newest computer. It will be reflected on Line 20 for \$800 when the next comparison comes out.

Communications None

Linda Liebenow, Secretary: Just a reminder to the District Presidents and officers at the head table, take what you want out of your notebooks but please leave the notebook and the dividers.

Unfinished Business

Jody Marsh, Convention Chairman. She had a question passed to her. Will there be enough room for everyone at the convention hotel? Yes, there will be enough room at the hotel. Please, do not make your reservations now. You need to wait until the notice comes out from Department. The Convention Committee negotiate prices and get perks from the hotel to off- set costs. If you reserve a room now, it will not get included in the booking and then that may affect whether we get discounts on rooms or equipment.

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Break for Executive Session

President, Gea: All members of the DEC will stay, and the rest of the members can have a short break. During the break, we got updated road reports. If anyone feels that they need to leave because of their drive home, please do so.

Unfinished Business (cont.)

Geanne Horne has an update to her Book of Reports on the Oregon Veterans Home Christmas Gift Shop: We received a total of \$2000 from the Department funds. We received \$50 cash donation at the gift shop and \$49 from sale items received from Unit 41. For a total of \$2099.

I do make a lot of gift deliveries from Gresham to Woodburn and from Woodburn to Hillsboro. Not to mention the deliveries others chipped in to help with. This saved a large cost in postage. Even with that help postage still cost \$318.87. All I had left for the money was \$266.71 so I pulled my bank card out to pay the remainder and the postal worker insisted on paying the rest, a total of \$52.16. She said that was the least she could do for our Veterans. I could not thank her enough. That was a very generous thing to do.

Lunch for the volunteers on Saturday, I reached out to the local Pizza Hut. As luck would have it the manager is a female Veteran who used her employee discount to save us \$118 off our order. Almost half the cost.

Chairman Coordinator, Karol Satterfield

Thank you to all you Chairman that forwarded their mid-year reports to me. The Units that reported have all been busy fulfilling our mission to help Veterans, Youth and their Communities. Our 100 years of service is well noted. I can't wait to see the year-end reporting. You are all doing an awesome job on the chairmanships. Remember I am here for you if you need help in any way.

New Business

Newberg, Unit #57 (Lester C. Rees) will be having their officers installed February 8 at 11am. 1725 Johnson Drive, Newberg. This is an historic event because this Unit has two male Charter members. You are all invited.

Auxiliary hats, since National has no rules on the wording on the hat, we would like to standardize the lettering across the state. It was decided to have red lettering, Oregon on the left and Unit # on the right. The lettering should be the same size for the state and the Unit number, about ¾ to 1 inch. The hat is a special order, it is not in the Emblem Sales catalog, you will need to call them to order. It is called a Garrison hat.

Distribution of Membership cards.

President Gea: We have something that we would like for you to think about, this is information only. Cindy, would you come up?

Cindy Hillyard: Last year we changed some of the lesser active Units dues renewal to come to Department. We are thinking of holding the membership packet until we get the installation report so that we know who the new officers are and who to contact. The installations mainly happen in May and

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June and if you get the installation report in, we will hand out the new membership cards at convention. This will help the District Presidents from having to deliver to the Units that aren't at convention. We also talked about new member cards being done at Department. That way we can make sure the application is complete before the new member is given a membership card. The new member card will have the membership number on the card before the member receives their card.

Question from Suzanne Driver, District #3 President: Will the blank cards be pulled out of the packet?

Answer: Yes, they will be removed, and the letter will be modified.

Question, Catherine Brockmann, District #1 President: If the packets are held for the Units that did not return the installation report, does that mean the District President will not be handing them out, it will be between Department and the Units? Yes. (woohoo from Catherine)

We are hoping that this will do away with new members having a membership card before their membership application has been approved and accurate.

President Gea: At this point this is just discussion so that everyone can be thinking about this. If you have any questions they can be answered before the next DEC and then we can vote on this.

Jody Marsh, Department Convention Chairman: how will the new member have proof that they have paid? My suggestion is that they are given the receipt that is on the end of the application. If you have an application that doesn't have the receipt on it, then write them out a receipt, hand-written or from a receipt book.

Charter Cancellations

Suzanne Driver, District #3 President:

Requested the cancellation of Unit #11, Corvallis and Unit #64, Oakridge.

Request was seconded and passed.

Suzanne reported the Unit #3, Eugene should have been cancelled also but we are waiting for them to close their bank account.

Louise Carter, District #5 Vice President:

Requested the cancellation of Unit #25, Frank Burns

Request was seconded and passed.

Phyllis McDaniel, Department Historian

We will be raffling off quilts. We will be selling tickets and hope to have this all together by next DEC. If you have a quilt that you would like to donate, send me a picture. No specific size or color on the quilts. I will work with Cindy on a flyer.

Catherine Brockmann, District #1 President: If someone buys tickets, is it for a specific quilt?

Phyllis: we will have the quilts numbered and raffle them individually so if you sell tickets, Phyllis asks for help from Lynda Dryden.

Lynda Dryden: Those who would like to donate a quilt, take a picture of the quilt, send it to Phyllis and she will number the quilt. Then we will send out a picture of all the quilts and you can buy a ticket for which quilt you are interested in. So, at convention, the tickets will be put in the bucket that corresponds with the quilt of your choice, like we do the District baskets.

The money will go to President's Project, which is Children and Youth.

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Upcoming Events

Mission Training in Las Vegas, January 25, 2020. Sign-up is until January 15.

Election Time: Now is the time to be thinking about our organization and if you are willing and able to step up and into an office. You can declare your intention to run at the District 5 Round-up, March 21 in Prineville but not before according to our standing rules. We are looking for candidates for Alternate National Executive Committee person, National Executive Committee person, Department Vice President, and Department President. This information will be included in the February Department newsletter. Keep in mind that any member in good standing is eligible to run for office.

Spring DEC will be April 5, 2020, location is set for La Pine and we will be sending more information soon.

National President's visit, May 11-13, 2020. No details currently. Before we can set an agenda, we need to have her flight information. She will be flying into Portland, but we don't know anything more at this point.

Department Convention, June 24-27, 2020, Seven Feathers

Iwo Jima 75th Commemoration Flag Raising, February 22, 2020, 10am, 13th and Ivy, Canby Ackerman Middle School

100th Birthday Celebration Dinner at Unit #24, Milton-Freewater, April 25, 2020, 5:30pm, RSVP for tickets

Past Department Presidents congratulated, President Gea, on a well- run DEC meeting.

Drawing for the Poppy painting was won by Lynda Dryden.

Closing prayer was given by Phyllis McDaniel.

Till we meet again, let us remember that our obligation to our Country can be fulfilled 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.

Please render a hand salute to the Flag of our Country.

I now declare this meeting adjourned.

10:35am