

AMERICAN LEGION AUXILIARY  
DEPARTMENT OF OREGON  
DEPARTMENT EXECUTIVE MEETING  
JUNE 27, 2010  
VIA ZOOM

The meeting was called to order by President, Gea Clausier at 9:10am

The opening prayer was given by Karen Banks

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

Department Constitution and Bylaws Chairman, Lynda Dryden, lead us in repeating the Preamble to the Constitution of the American Legion Auxiliary.

The Rules of the DEC were read by Department Secretary, Linda Liebenow.

Roll call was taken by Secretary, Linda Liebenow.

Department President, Gea Clausier

Department Vice President, Kathi Karnowski

Department Secretary, Linda Liebenow

Department Parliamentarian and Constitution and Bylaws Chairman, Lynda Dryden

National Executive Committeeperson, PDP (2012-2013), Pam Seelye

Alternate NEC, Assistant Sgt-at-Arms, PDP (2010-2011), Trudie McGriff

Sgt-at-Arms, Barbara Sumner

District Presidents and Vice Presidents

District 1, Catherine Brockmann, Vice President, Jody Marsh

District 2, Debra Godwin, Vice President, Gregoria Hernandez

District 3, Suzanne Driver, Vice President, Roberta Peebler

District 4, Cindy Soria, Vice President, Donna Hartwell

District 5, Yvonne Drury, Vice President, Louise Carter

District 6, Maggie LaMont

District 7, Vacant

District 8, Angie McKinney

District 9, Krisann Owens

District 10, Linda Schmidt

Past Department Presidents

Cheryl Park, PDP (2009-2010), Western Division National Vice President (2019-2021)

Linda Boone, Past National President (1992-1993), PDP (1981-1982)

Patty Coper, PDP (1998-1999), Past Western Division National Vice President (2000-2001)

Krisann Owens, PDP (2018-2019, 2003-2004), District 9 President, Girls State Director, Past Presidents Parlay, Centennial Celebration

Louise Carter, PDP (2004-2005), District 5 Vice President

Angie McKinney, PDP (2015-2016) District 8 President, Junior Activities

Helen Hisaw, PDP (2017-2018), Member of Amin Committee and Finance Committee

President Gea: You have received the minutes of the Spring DEC Conference Call. Are there any additions or corrections?

Housekeeping points were corrected.

Minutes stand approved with housekeeping corrections.

**Presidents Report.**

As all of you know 2019 started like a normal year but 2020 brought us few changes. I will just read my letter.

Dear Members,

Please accept my formal notice of resignation of the position of the American Legion Auxiliary Department President for the term 2019-2020 effect when replaced or no later than June 27, 2020.

Due to the COVID-19 restrictions in place issued by Governor Brown, forced the American Legion not to hold their convention. The Auxiliary cannot hold a convention without the Legion, this is the only way to move forward and for new officers to take position. So, for the greater good of the organization, I am forced to resign.

I wish you all the best. Thank you.

Kathi Karnowski, Vice President, Thank you Madam President. We thank you for your service and we will honor you at the Fall DEC.

For the purpose of clarification. I recognize, Jody Marsh, Admin Committee Chairman.

Jody Marsh, Admin Committee Chairman

We find ourselves in a new and different world, thank goodness we have governing documents that help us find our way....

ARTICLE IV  
DEPARTMENT OFFICERS

Section 5. In the event of a vacancy in the office of Department President, the Department Vice President shall become President, a vacancy in the office of District President, the District Vice President shall become District President, and shall assume the duties and authority of the office. Vacancies occurring between Department conventions in these offices other than Department President and District President shall be filled by election by the Department Executive Committee, and any member of the American Legion Auxiliary, Department of Oregon, in good standing, shall be eligible for election to such vacancy.

Helen Hisaw, PDP and Member of the Finance Committee and the Admin Committee.

I move to dismiss or remove the following portion of Article IV about filling vacancies, other than District President, in order to proceed with this DEC to elect District Presidents should there be a need.

Krisann Owens, District 9 President and PDP, second the motion.

President, Kathi Karnowski: According to what you have just heard, the DEC is responsible for filling the vacancies. We are asking the Board to approve the only declared candidate, Debra Godwin, to fill the vacancy of Department Vice President. Since a member cannot hold two elected positions, Debra has submitted a letter of resignation as District 2 President. Are there any questions?

Susan Voss, Unit 122 Canby: Is there a quorum required?

There is a quorum of the voting members of the DEC.

Vote for Debra Godwin to the office of Department Vice President. 11 yes votes, motion passed

NEC, Pam Seelye-yes

Alternate NEC, Trudie McGriff-yes

District 1, Catherine Brockmann-yes

District 2, Debra Godwin-yes

District 3, Suzanne Driver-yes

District 4, Cindy Soria-yes

District 5, Yvonne Drury-yes

District 6, Maggie LaMont-yes

District 7, Vacant

District 8, Angie McKinney-yes

District 9, Krisann Owens-yes

District 10, Linda Schmidt-yes

President, Kathi:

The next vacancy before the Department Executive Committee is District 2 Vice President. Gregoria Hernandez, District 2 Vice President automatically steps into the role of District President. The Board is being asked to fill the District 2 Vice President position with Glenna Smith, as chosen at the District 2 Caucus.

Vote for District 2 Vice President, Glenna Smith. 12 yes, motion passed

Vice President, Debra Godwin-yes

NEC, Pam Seelye-yes

Alternate NEC, Trudie McGriff-yes

District 1, Catherine Brockmann-yes

District 2, Gregoria Hernandez-yes

District 3, Suzanne Driver-yes

District 4, Cindy Soria-yes

District 5, Yvonne Drury-yes

District 6, Maggie LaMont-yes

District 7, Vacant

District 8, Angie McKinney-yes

District 9, Krisann Owens-yes

District 10, Linda Schmidt-yes

President Kathi, Glenna Smith is the new Vice President of District 2.

President Kathi:

District 5 President, Yvonne Drury and Vice President Louise Carter have both resigned. The Board is being asked to fill these positions with those members chosen at the District 5 Caucus, Karen Banks as President and Helen Hisaw as Vice President.

Yvonne Drury, resigning District 5 President: I want everyone to know that all of District 5 is behind Karen and Helen as our candidates and hope that the DEC will consider them worthy.

Vote to replace District 5 President and Vice President with Karen Banks, President and Helen Hisaw Vice President because of resignation of current President Yvonne Drury and Vice President Louise Carter.

Vote 12 yes, motion passed

Vice President, Debra Godwin-yes  
 NEC, Pam Seelye-yes  
 Alternate NEC, Trudie McGriff-yes  
 District 1, Catherine Brockmann-yes  
 District 2, Gregoria Hernandez-yes  
 District 3, Suzanne Driver-yes  
 District 4, Cindy Soria-yes  
 District 5, Yvonne Drury-yes  
 District 6, Maggie LaMont-yes  
 District 7, Vacant  
 District 8, Angie McKinney-yes  
 District 9, Krisann Owens-yes  
 District 10, Linda Schmidt-yes

**Ratification of Department Officers:**

Department Secretary, Linda Liebenow  
 Department Treasurer, Helen Hisaw  
 Department Chaplain, Angie McKinney  
 Sgt-at-Arms, Barbara Sumner  
 Assistant Sgt-at-Arms, Linda Bullock  
 Consent asked and given.

**Ratification of Department Chairman:**

Admin Committee	Jody Marsh, Chairman Helen Hisaw, member Linda Liebenow, member
Americanism	Donna Hartwell
Auxiliary Emergency Fund	Margie Wilder DeMoss
Chairmanship Coordinator	Karol Satterfield
Children and Youth	Pam Seelye
Community Service	Nancy Wilmes
Constitution and Bylaws	Erin Walters
Convention Chairman	Jody Marsh
Distinguished Guest Chairman	Ginny Williams
Education and Scholarship	Edna Redhead
Finance Committee	Helen Hisaw, Chairman Maggie LaMont Karen Banks
Girls State Committee	Krisann Owens, Director Cindy Hillyard
Junior Activities	Tawnya Lege
Leadership	Louise Carter
National Security	Trudie McGriff
Past Presidents Parlay	Cyndi Dahl

Poppies and Poppy Poster Public Relations	Cindy Soria Yvonne Drury
Strategic Planning	Jody Marsh, Chairman Linda Schmidt Erin Walters
VA&R	Cheryl Park, Chairman Linda Liebenow Ardis Snyder, Portland Deputy
Portland Transplant Unit OVH Gift Shop Chairman Lebanon Veterans Home Consent asked and given.	Becky Crosby Geanne Horne Shirlee Harrington

### **Department Officer Reports**

Vice President and Membership Chairman, Debra Godwin: Thank you for trusting in me. I know that I have big shoes to fill and that I have a lot to learn.

“Celebrating the New with Change”. Celebrate your new members. We do a great job recognizing our long-term members, which we need to continue to do, but we need to celebrate our new members to retain them. It will be a hard membership year because of the COVID-19 but we can still do it. I will be personally contacting each new member that we get throughout the state of Oregon, giving them a little “welcome” call. I had things that I wanted to do at our convention but since we are zooming, we will do it at our Fall DEC.

### **District President Reports**

Suzanne Driver, District 3 President: Karol Satterfield would like to know when the Department Chairman needed to have the bulletins ready.

President Kathi: Don’t we typically want those out by September 1? I am going to send out a letter to all the officers and chairman and I am going to have in there that they need to have it to Karol by August 15.

Linda Liebenow, Department Secretary: We usually try to get those bulletins out to the Units before September 1<sup>st</sup> so that they have them for their first meeting.

President Kathi: so, should we change that date to August 1<sup>st</sup> to have them to Karol?

Linda Liebenow: I would say “yes” because with past experience, not everybody complies to the target date.

President Kathi: Change of plans, August 1<sup>st</sup> to Department and then Karol can have them back to the office by August 15.

Cindy Soria, District 4 President: we have poppy awards that aren’t realistic anymore and no one is applying for them, what are the parameters for changing the guidelines on these particular poppy awards? Do I have the ability to change them?

President Kathi: I think that you are the chairman and you should be able to change the qualifications.

Karol Satterfield, Chairman Coordinator: the chairman does have that ability, but it needs to be approved before the bulletins are sent out.

Pam Seelye, NEC: it is my understanding is that if the award is named after someone, they have to be the one to OK the changes.

Yvonne Drury, District 5 President: Does Department prepare those or does the chairman prepare them? (certificates)

President Kathi: The chairman from the year before should pass on the template for the award to the next chairman. Yvonne, you are so good on the computer, so why don't I email you what I have and you can work with it and come up with a generic one that could be changed for each award.

Jody Marsh, PDP: I would suggest that we look into having a Past Department Presidents to Consider Trophies to work on the trophy issues/awards because there are a lot of questions about some of the awards. When the DEC voted to discontinue the trophies, we went to certificates.

Louise Carter, PDP: in the past the chairman didn't get their convention expenses paid until they had passed on information to the new chairman. Maybe we need to go back to that.

President Kathi: that is something to consider.

Nancy Wilmes, Community Service Chairman: I would like to consider offering a monetary award to the Unit winning the Community Service award. This will be provided by a family trust.

President Kathi: we will have to discuss this later. I will get back to you.

Louise Carter, PDP: how and when are we going to find out who are the winners of the awards for this year?

President Kathi: that information should be in the Book of Reports. Linda and Cindy when will that come out?

Linda Liebenow, Department Secretary: The Book of Reports for the end of the year will come out in the next week or so. We are still waiting for chairman to let us know the winners of their awards. When we get that information, we will send out a master list.

The Chairman of Education and Scholarship should have already notified the winner of the scholarships. The list of award winners will be for the Unit awards.

Helen Hisaw, PDP: I happen to know that the recipient of the Department Scholarship has been notified. That has been taken care of by the Chairman.

### **Unfinished Business**

None

### **New Business**

Budget for 2020-2021 Suzanne Driver, District 3 President, moved to pass the budget. Motion seconded by Cindy Soria, District 4 President. Discussion

Suzanne Driver, District 3 President: I have a question about the narrative, line 27, the last sentence in that explanation reads; "This can include Department President, Special Guests, and any officers that the President would like to comp a room to." Does that mean special visitors or officer from other areas or does that mean our own area?

Karen Banks, Finance Committee Member: That includes if we have a special guest that comes from National, we will provide her a room. It also includes that if the Department President would like the Department Secretary to have a comp room since she is doing so much at Department. It is anyone that the Department President wants to have one.

Angie McKinney, PDP: I thought that guests were paid out of the Distinguished Guest Chairman budget?

Karen, Finance Committee Member: The Distinguished Guest budget would be for when the National President visits.

President Kathi: Angie, does that answer your question?

Angie McKinney, PDP: we have taken it out of the Distinguished Guest budget when the National President visits and when the Western Division visited at a DEC, we, also, took it out of the Distinguished Guest budget. I'm just asking.

Karen Banks, Finance Committee Member: When they visit the DEC, I believe that it would come out of the DEC budget. In my mind, if they are here for a DEC, then that is a DEC expense.

President Kathi: It depends on what kind of meeting you are having. If needed the Department President can take it out of the DEC budget. You have some flexibility as to which account it comes out of.

Suzanne Driver, District 3 President: Line 23, Copy Machine Expense? It seems like in the past, we had an agreement with the Legion that we shared that expense. Are we still doing that or are we out on our own?

President Kathi: We have an MOU with the Legion about the copy machine. The Legion leased a new machine but kept our cost the same because we told them that we didn't have money in our budget to increase the cost. We have an MOU that we sign every year.

Karen Banks, Finance Committee Member: the lease on a copy machine is very expensive. We pay half of the cost of paper.

Karen Banks, Finance Committee Member: The Finance Committee does have one recommendation, I don't know if we need to vote on it. Jody had an Admin donation for Administrative equipment, and she has a little over \$400 in that fund. The Finance Committee recommends that we take that money and buy Cindy a new office chair. I would like the DEC to approve of that before the end of the fiscal year.

Krisann Owen, PDP: When it comes to her project, the money in that account is dictated by Jody as to where it goes. We don't need to vote on it. If it is OK with Jody, she can just go buy a chair.

Vote 12 yes, motion passed

Vice President, Debra Godwin-yes

NEC, Pam Seelye-yes

Alternated NEC, Trudie McGriff-yes

District 1, Catherine Brockmann-yes

District 2, Gregoria Hernandez-yes

District 3, Suzanne Driver-yes

District 4, Cindy Soria-yes

District 5, Yvonne Drury-yes

District 6, Maggie LaMont-yes

District 7, Vacant

District 8, Angie McKinney-yes

District 9, Krisann Owens-yes

District 10, Linda Schmidt-yes

President Kathi: the budget has been accepted for the 2020-2021 year. Thank you, Finance Committee.

### **Treasurer Policy**

Maggie LaMont, District 6 President moved to accept the Treasurer Policy, Suzanne Driver, District 3 President second the motion.

Discussion of wording of document with slight wording changes on #11 and #13.

Vote 12 yes, motion passed

Vice President, Debra Godwin-yes

NEC, Pam Seelye-yes

Alternate NEC, Trudie McGriff-yes

District 1, Catherine Brockmann-yes

District 2, Gregoria Hernandez-yes

District 3, Suzanne Driver-yes

District 4, Cindy Soria-yes

District 5, Karen Banks-yes

District 6, Maggie LaMont-yes

District 7, Vacant

District 8, Angie McKinney-yes

District 9, Krisann Owens-yes

District 10, Linda Schmidt-yes

President Kathi: the Treasurer Policy has been accepted with slight wording modifications.

Confidentiality Agreements will be emailed to all officers of the DEC in the next few weeks. Please sign them and mail them back to Department

Cindy Hillyard, Administrative Assistant:

Membership card packets for 2021 will be mailed out soon. There will be no new member cards in your packets. Send the new application to Department, when we have verified all the information, we will mail the new member card back to the Unit for them to sign and send to the new member. This is a one-year trial to see how it works.

The temporary Roster will be emailed out soon. It will have the new officers and chairman. The roster with the new Unit information will be out as soon as we get the information from the Units.

President Kathi: if there is no further business to come before this meeting, I will ask the Department Chaplain, Angie McKinney to lead us in prayer.

President Kathi:

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

10:35am



