

ALA TRAINING



WHEN

January 16th, 2021
2pm – 4pm

WHERE

Mid-Winter DEC

Carlton Memorial American Legion Post 173
158 E Main St, Carlton, OR 97111

FEATURING · Pam Seelye, Parliamentarian · Karol Satterfield,
Chairman Coordinator · Helen Hisaw, Treasurer, · Jody
Marsh, Administrative Chair

TOPICS ARE MEMBER CHOICES FROM
FALL TRAINING

ALL MEMBER EVENT

AUXILIARY HANDBOOKS

The Department has printed and bound copies available for \$10. All members are encouraged to have a copy of this valuable resource!

REPORT WRITING

Learn what is needed for narrative and supplemental reports. Packet of information including examples will be provided to all participants.

MEETING HOW TO'S

Run a meeting
Speak at a meeting
Make a motion
and much more!