

Department of Minnesota Executive Committee Meeting
Wednesday, July 20, 2016
Kahler Grand Hotel, Rochester, Minnesota

The Department Executive Committee Meeting was called to order by Department President Sandy Fredrickson on Wednesday, July 20, 2016 at 1:00 p.m. at the Kahler Grand Hotel in Rochester, Minnesota.

The following were present: Department President Sandy Fredrickson, Department First Vice President Carol Kottom, Department Second Vice President Donna Arends, NEC Chris Ronning, Department Parliamentarian Lori Skallerud, First District President Patricia Miner, Second District President Darlene Breamer, Third District President Karla Otterness, Fourth District President Connie Anderson, Fifth District President Julie Martin, Sixth District President Lynn Spilman, Seventh District President Cheryl Schaumann, Eighth District President JoLynn Detlefsen, Ninth District President Linda Gibson, Tenth District President Dawne Juhl, Department Secretary Sandie Deutsch and Department Treasurer Jan Lauby. There were 19

The opening prayer was led by First Vice President Carol Kottom and the Pledge of Allegiance was led by Second Vice President Donna Arends. The Preamble was led by Parliamentarian Lori Skallerud

President Sandy called the meeting to order and welcomed everyone.

President Sandy called upon the Auxiliary Convention General Chairman Evelyn Lyke and Co-Chairman Shirley Oberle to give some general information on the convention.

President Sandy called for a roll call and asked each Committee Member to state something exciting that has happened in their first three months of service.

First District President Pat Miner has enjoyed everything in her year so far.

Second District President Darlene Breamer; completion of the joint project of the President and Commander.

Third District President Karla Otterness; The Mid-Winter Conference and her Strategic Planning presentation. She was very pleased with her quilt project.

Fourth District President Connie Anderson; going to her first National Convention.

Fifth District President Julie Martin; the fundraiser and working with Connie Anderson in the 5th District. Also reading all of the newsletters and learning what everyone else was doing.

Sixth District President Lynn Spilman; being a Senior Counselor at Girls State, both grueling and amazing.

Seventh District Cheryl Schauman; Unit visits, learning and meeting all the people.

Eighth District President; JoLynn Detlefsen; participating in the Memorial Day program, placing flags on the graves.

Ninth District President Linda Gibson; raising 10,246.00 for the Honor Flight program. This will send 13 veterans to Washington DC.

Tenth District President Dawne Juhl; the installation at the new Bruno Unit.

2nd Vice President Donna Arends; the entire year, just learning what goes on.

1st Vice President Carol Kottom; volunteering at the St. Cloud VA, going to the Washington DC Conference and Girls State.

NEC Chris Ronning stated that her highlight was folding the flag that was presented on behalf of her son. Chris thanked everyone for all the support she received.

Parliamentarian Lori Skallerud; winning the battle with cancer and actually being able to do her job as Parliamentarian at the Convention.

Department Secretary Sandie Deutsch; working with her 5th Executive Committee, all the support they have given and working with Sandy.

Department Treasurer Jan Lauby; one year as being Treasurer.

President Sandy Fredrickson; Sandy can't thank everyone enough. She is proud of the awesome job each one did and the job the Chairmen did this year as well. Leadership is growing.

President Sandy presented the incoming District Presidents; 1st District Cindy Nelson, Glenville, 4th District Connie Anderson, 5th District Bonnie Brenna, 6th District Theresa Rudnicki, 7th District Betty Underthun, 9th District Joanie Krantz, 10th District Linda Deschene.

Sandy asked that candidates for office to please stand; Jean Walker 2nd Vice President, 1st Vice President Donna Arends, President Carol Kottom, NEC Chris Ronning and NEC Shirley Frederick. Sandy gave them all a wish of good luck.

President Sandy called for an approval of the March 5, 2016 minutes. A motion was made by Cheryl Schauman to approve was seconded and carried.

President Sandy called for an approval of the April 6, 2016 phone conference meeting minutes. A motion was made by Cheryl Schauman to approve was seconded and carried.

President Sandy called for an approval of the April 13, 2016 phone conference meeting minutes. A motion was made by Cheryl Schauman to approve was seconded and carried.

Sandy Fredrickson gave an update on her projects. \$7,500.00 went to the Minneapolis VAMC for the Creative Arts program, \$7,500.00 went to the St. Cloud VAMC for the Creative Arts program and checks in the amount of \$2,424.00- each went to the Minneapolis VAMC for the Emergent Needs Fund and the Journeys program for outpatient PTSD program. Lynn Spilman stated that the 6th District will be sending another check for funds raised over her project in the 6th District.

District 1 – no concerns

District 2 – no concerns

District 3 - no concerns

District 4 – there are some issues with Attucks Brooks #606. Connie Anderson is working with them.

District 5 – Falldin Unit 555 is having issues at this time. Julie Martin has been working with them.

District 6 - no concerns

District 7 – no concerns

District 8 – no concerns

District 9 – no concerns

District 10 – no concerns

Secretary Sandie Deutsch brought up the Children of Military in the National Guard Fund. Sandie finally found a contact and was informed that they could not accept funds from our organization. She is looking for answers as to where this money should go. There is around \$4,500.00 in the account right now. President Sandy stressed to the incoming Presidents looking for new programs to solicit funds for. Linda Deschene will research the Minnesota Military Family Association program. She will report at the next DEC meeting in August. Dawne Juhl brought up the renovation of Fort Snelling making places for Veterans to live, Common Bond. Sandie stated that these particular funds need to stay in the Children and Youth area.

President Sandy called on AnnaMae Warnier for her report on the organization finances. AnnaMae stated that a Finance Meeting was held prior to the DEC. The committee set the following amounts for those receiving stipends for attending the National Convention:

Rooms - \$157.00 per night (1/2 = \$73.50) x 6 = \$471.00
Travel allowance is \$450.00
Meals - \$69.00 per day x 6 days = \$414.00

The States Dinner, WOTY Luncheon and Registration is already paid by Department so Finance deducted \$50.00 from the stipends for these two meals. The total stipend is \$1,390.00. A budget change was requested by Secretary Sandie Deutsch to add \$3,000.00 to her budget figures for overtime pay for 2 hourly employees. This amount includes taxes and 401K contributions. Finance approved that request. Finance was asked to look at the National Appointees and what is paid by Department for them. We currently pay for the WOTY luncheon, States Dinner ticket and registration to National Convention. It comes to \$105.00 per person. We currently have 12 National Appointees. Finance is looking at ways to save money and this comes to over \$1,200.00. A recommendation will be brought to their Committee Meeting at Department Convention that Department pay for registration only. Finance is looking for comments from the Districts on this. AnnaMae thanked President Sandy for her appointment. Secretary Sandie asked that AnnaMae clarify the \$450.00 travel amount for National Convention stipends. AnnaMae clarified that it is a maximum of \$450.00 for travel allowance. Everyone must turn their airline tickets receipt to the Department Office to determine the amount that checks will be written for.

President Sandy called upon Jeannette Mertens, Audit Committee Chairman for her report. There are no issues to act on and the committee is now running strong.

President Sandy asked, as the Honorary Junior President Bryce Soltis was in attendance what her highlight for the year was. Bryce enjoyed working with President Sandy and her project at Camp Ripley was well received. She raised \$2,880.00 for the murals.

Sandy then asked Shirley Fredrick, Alternate NEC for her highlights. Just traveling around campaigning for the position of NEC and visiting with members was her highlight.

President Sandy asked if Deb Rottman, Strategic Planning Chairman had a report. It was a very hard Chairmanship to get with committee as she lives out of state. She gave apologies that she didn't give more to this committee. The final \$200.00 was received at Department Office for their implementation of the plan.

President Sandy asked for approval of her Department Convention appointments. She stated that there were two changes, Angie Keltner will be the Presidents page along with carrying the Department Color Bearers as Luann Marschel couldn't attend due to her husband's illness. Arlene Hajek will take Carolyn Albertson's spot on the Rules Committee as Carolyn asked to be excused for personal reasons. Darlene Breamer made a motion to accept, was seconded and carried.

Secretary Sandie was called up for her report on the office. Sandie explained the Department Fundraiser one page mailer that was to be put in the membership packets. As the membership packets were all put together to be brought to the Convention, this sheet didn't get included as it wasn't approved at the time. Sandie reported that she met with The Legion Adjutant Randy Tesdahl to assist in ways to raise funds to operate the Department. He was unaware that our only source of funds to operate is from membership dues. Randy is going to work directly with Sandie to find ways to raise money. The American Legion National Headquarters have come up with a label with a poppy design that Auxiliary Departments may be able to use in the near

future. This design can be used for notepads, labels, cards, etc. Another suggestion from Randy was that the Department of Texas has come up with a history of their Department from submissions by Units, Districts, etc. A company will compile all of the information and put the book for sale for a nominal charge. Texas is getting \$10.00 per book. There is no money needed upfront. Sandie announced that all Unit Membership packets are in the Auxiliary Office in the Kahler and members can pick them up and any neighboring Units that they would like to deliver. Incoming Department Carol Kottom has announced that the August Workshop will be a one day workshop this year on August 13 at the Buffalo American Legion Post.

Department Treasurer Jan Lauby gave her report. Jan stressed that picking up the Membership packets saves the Department around \$5.00 each to mail them out. You can also pick up the Books of Annual Reports to save postage costs as well. Jan stated that everyone should come purchase the Member Handbooks. Jan reported that since the last Executive Meeting in March our investments have increased \$134,000.00. The National Candidates money was also invested and made \$882.00 in gains as well.

President Sandy brought up the money we received from National for our Strategic Plan submission. We had already received \$800.00 and just recently received the final \$200.00. The money was to be put back into the V4V fund to pay for the Member Handbooks until that expense was covered in full. Sandy asked the DEC if the last \$200.00 that was received could be set into the Strategic Planning Fund as there is no money to work with at this time. Cheryl Schauman made a motion to put the \$200.00 in the Strategic Planning Fund, was seconded and carried.

President Sandy brought the Department Fundraiser one page mailer back to the Committee. She asked for a motion to proceed with the mailing of this flyer. Cheryl Schauman made a motion to proceed with mailing out the flyer. Discussion was held on how we will use this sheet and if it needed any changes made to it. Cheryl's motion was to use this mailer as is and it is for everyone, individual, businesses, etc. It will go into the first Unit mailing and can be hung in Post's, given to Legionnaires or anybody interested in donating to our organization. Sandy called for the vote and it carried.

Karla Otterness was called upon to report on an idea she has had for a while regarding some sort of memorial for Dr. Hielscher who was the first Minnesota Department President and Minnesota was the first chartered Department with National. Karla gave a brief history of what Dr. Hielscher did for our organization. Karla is looking to see if there is interest on having a statue or bust of Dr. Hielscher to have on display either on the Capitol grounds or in the Veterans Service Building. The cost for this statue would be approximately \$40,000.00. For a bust it is around \$20,000.00. This would co-inside with our upcoming 100th anniversary. After discussion JoLynn made a motion to have Karla look at different options and report back to the DEC at the August meeting, was seconded and carried.

Marsha Bible was called upon to give her report on the Girls State session. There were 408 citizens who paid and there were 381 that came to Girls State. Marsha feels that they will come in under budget. A couple firsts this year was President Sandy serving as the nurse for the entire week and used electronic voting. Girls State will be held at Bethel University for the next 5

years. Marsha stated that merchandise left over has been brought to Department Convention and the committee will have a table set up with the items for sale to anyone wishing to purchase them. Marsha recognized the committee members for the 2016 session. Marsha did ask if there was anybody interested in helping out next year to please contact her or one of the committee members.

The next item on the agenda were Resolutions to be presented at Department Convention. Sandy proceeded on with

Resolution #1. She read the "resolved". That the Standing Rule Article X, Section 19 be deleted and be replaced with the stand alone Investment Policy and Procedure. This was submitted by the Executive Committee.

Resolution #2, Resolved that the Minnesota American Legion Auxiliary Constitution Article V, Section 1, would state, the officers of this Department shall be President, First Vice President, Second Vice President, *Immediate Past President*, Executive Secretary, Treasurer, Chaplain and National Committeewoman (NEC). The following officers shall be appointed by the Department President subject to the approval of the Department Executive Committee and shall hold office at the will of the appointive power: Executive Secretary, Treasurer and Chaplain, submitted by the Executive Committee.

Resolution #3, **Resolved**, in the standing rules Article IV section 1 (c) be changed to read Executive Director a paid position; and further it be **Resolved**; in the standing rules Article V section 2 be changed to read as follows: The Executive Secretary shall keep all books and files that are necessary for the proper conduct of her office and shall conduct the official correspondence and transact such other business as the Department President and Department Executive Committee may direct. She shall be responsible to the Department President and Executive Director at all times for the efficient and proper performance of her duties and those of Department staff, submitted by the Executive Committee.

Resolution #4, Resolved, that Article X Section 15 be titled "Per Diem and Mileage" and that it reads "One day per diem will be fifty dollars (\$50.00); multiple day per diem will be seventy-five dollars (\$75.00) per day; and mileage will be paid if stated at forty cents (\$.40) per mile" and be it further Resolved, that the remaining sections be renumbered consecutively and be it further Resolved, that all standing rules with per diem or mileage be changed to read "one day per diem with or without mileage" or "multiple day per diem with or without mileage", submitted by the Finance Committee.

Resolution #5, Resolved, that Article X, Finance, Section 15 (f)(2)i. be changed to read " Department Officers and Chairman - two (2) days" to "Department Officers and Chairman a maximum of two (2) days" submitted by the Finance Committee.

Resolution #6, **resolved**, that Article XI, Section 17 (20) of the Junior Department Standing Rules read: A representative to the National Northwest Divisional Junior meeting shall be elected at the Department Junior Conference. A. Any junior wishing to attend the National NW Division meeting, as the representative, shall submit her name to the Department office prior to

the Department Junior Conference, or she can be nominated from the floor of the Department Junior Conference.

B. The Junior receiving the plurality of votes at the Department Junior Conference shall be Minnesota's official representative to the National NW Division Junior Meeting.

C. The Department shall pay the registration fee for one official representative to attend.

D. All attendees shall be responsible for their own transportation, chaperone and all expenses. This was submitted by the Junior Advisory Committee and Junior Delegates at the Department Junior Conference.

Resolution #7, 8 and 9, THEREFORE BE IT RESOLVED; that the Department of Minnesota shall not impose any additional expenses on the District (including, but not limited to the expense of delivering the membership packets) that have not been given prior approval by the membership at a Department Convention, and BE IT FURTHER RESOLVED; that the Department of Minnesota and any District may not impose any expenses upon an individual member not imposed upon all members. The exact same Resolution was submitted by the 7th, 9th and 6th Districts of the American Legion Auxiliary.

Resolution #10, Resolved, that the distribution of personal information of ALA Minnesota Girls State applicants be prohibited for use outside of the ALA Department of Minnesota, and be it further resolved, that this restriction can only be changed by action of a Department Convention.

President Sandy stated that there will be six of the resolutions that will be presented to the convention body for a consent vote all together. Sandy called upon Karen Thygeson to explain what the consent vote is. All the District Presidents were asked and given the resolutions to go through them with their members at their District Conventions. This included the first nine resolutions. The 10th resolution had just been submitted on July 15. It will be up to the Districts is to discuss them with their members and make sure all members are in agreement with the first 6 resolutions to be presented as a group. They have already come out of either Finance or DEC as recommended to pass. The Resolutions Chairman will read each one of the six on the floor and Karen Thygeson as Constitution and Standing Rules Chairman will ask for a consent vote. If there is one person on the floor that comes forward and isn't in agreement with any of the six resolutions, the entire group will be invalid. Karen asked the DEC if they felt there were any issues with the first 6 Resolutions. Any one of the Resolutions can be pulled from the group before the consent group. Resolutions 7, 8 and 9 will be grouped together as they are the exact same wording being submitted by three different districts. As Resolution 10 wasn't presented in time for District Conventions, it will be presented to the convention body. There was an issue regarding the status of the Historian position that come before the board. In order to change the position of Chaplain and/or Historian there would have to be a resolution written to change the status of the positions and submitted to the next Department Convention for consideration.

Carol Kottom was called upon to give her Installation plans. Carol stated that pictures will be taken on Saturday morning before the start of the convention. Michelle Leonard will be taking official pictures. The Post Convention Department Executive Committee meeting will be held immediately before installation. It will be a very short meeting. That way everyone will be able to get to the reception immediately following the installation.

President Sandy announced that the convention will start on Friday morning at 8:30 a.m. with the caucus beginning at 7:00 a.m. There was a mistake in the program so everyone must be aware of this change. During the convention sessions, there may be changes made to the agenda so we can keep things running on a timely basis. The parade will be decided on Thursday as to if it will be held or not, due to the extreme heat. Sandy stated there will be 4 Delegates at Large elected off the floor for National Convention. If there is anyone who has previously stated they would be a delegate or alternate and will be unable to attend, please let Department Secretary Sandie know so she can make the necessary changes. There will be 15 Alternates at Large elected off the floor to the National Convention. If there is a parade, President Sandy, First VP Carol, Second VP Donna and NEC Chris will be walking in the parade.

President Sandy announced the following appointments for National Convention, which are determined by District Membership. 9th District President Linda Gibson, not attending so Joanie Krantz will serve as a Department Page and 3rd District President Karla Otterness, not attending so Cavalene Regan will serve as a Department Page. The Department Color Guard for the National Parade will be 6th District President Lynn Spilman carrying the American Flag and the Department Banner will be carried by 2nd District President Darlene Breamer. The Honor Guards will be 1st District President Patricia Miner and 7th District President Cheryl Schauman. If any of you cannot participate in the parade it will be up to you to find a replacement. President Sandy announced that any tickets or registrations for National Convention must be turned in to the Department Office at this Convention.

Sandie Deutsch had no further announcements.

President Sandy gave thanks to everyone for the wonderful year of serving together. She called upon First Vice President Carol Kottom for the closing prayer.

There being no further business, the meeting was adjourned.

Sandie Deutsch
Department Executive Secretary