

Department of Minnesota Executive Committee Meeting
Wednesday, July 12, 2017
Mahnomen, Minnesota

The Department Executive Committee meeting was called to order by Department President Carol Kottom on Wednesday, July 12, 2017 in Mahnomen, Minnesota.

The following were present: Department President Carol Kottom, Department First Vice President Donna Arends, Department Second Vice President Jean Walker, NEC Shirley Frederick, Department Parliamentarian Linda Kropuenske in for Karen Thygeson, 1st District President Cindy Nelson, 2nd District President Kathy Burket, 3rd District President Marcie Baysinger, 4th District President Connie Anderson, 5th District President Bonnie Brenna, 6th District President Theresa Rudnicki, 7th District President Betty Underthun, 8th District President Anna Eells, 9th District President Joanie Krantz, 10th District President Linda Deschene and Department Secretary Sandie Deutsch were present. Also in attendance were the incoming District Presidents as follows; Kristen Donnelly District 2, Kat Benjamin District 3, Lynn Olson District 4, Sonja Dauphin District 5, Vicki Bibeau District 6, Karla Minnick District 7, Anna Eells District 8, Doreen Norgaard District 9 and Jody Hassing District 10.

First Vice President Donna Arends was called upon to offer the opening prayer, Department Second Vice President Jean Walker led the Pledge of Allegiance and Parliamentarian Linda Kropuenske led the Preamble.

President Carol welcomed everyone to the meeting and called upon Jean Horack, Department Convention Auxiliary Chairman for greetings.

President Carol asked for a motion for the appointment of Linda Kropuenske to act as Department Parliamentarian in Karen Thygeson's absence. A motion was made by Linda Deschene, seconded and carried.

President Carol asked for a one minute highlight from the District Presidents during their year.

NEC Shirley Frederick; attending the NEC meetings in DC.

First District President Cindy Nelson; Riding in the Apple Annie parade in LaCrescent and the entire year.

Second District President Kathy Burket; her District Convention.

Third District President Marcie Baysinger; her Mid-Winter and the Forest Lake parade.

Fourth District President Connie Anderson; attending the National Convention in Cincinnati and seeing the American Legion Family work together.

Fifth District President Bonnie Brenna; Memorial Day at Fort Snelling.

Sixth District President Theresa Rudnicki; 6th District Convention

Seventh District President Betty Underthun; visiting Units in her District

Eighth District President Anna Eells; having the National President stop in Grand Rapids.

Ninth District President Joanie Krantz; Venison Dinner and making donuts at the Fergus Falls Veterans Home

Tenth District President Linda Deschene; National President and National Commanders Dinner

Second Vice President Jean Walker; the entire learning experience during the year.

First Vice President Donna Arends; working with Carol who has been a wonderful mentor

Parliamentarian Linda Kropuenske, getting back involved in the Auxiliary.

Department Secretary Sandie Deutsch; working together with President Carol and getting to know her.

President Carol Kottom, all the District Mid-Winters and Conventions. She learned something new at every visit.

President Carol went on to introduce the incoming District Presidents and wished them a good year.

President Carol called for an approval of the March 4, 2017 Executive Committee minutes. A motion was made by Linda Deschene to approve as written was seconded and carried.

A ratification was in order for the vote that was approved by email regarding the Girls State budget increase of \$1,350.00 for Kise Books. Cindy Nelson made a motion, was seconded and carried.

A ratification was in order for the vote that was approved by email regarding the additional 1000 military bracelets that were ordered. Theresa Rudnicki made a motion, was seconded and carried.

President Carol gave a report on her Department President's Project. The golf cart for the St. Cloud VAHCS has been delivered. Carol stated that there have been pictures of the presentation on Facebook. The cart has been paid in full and there will be a presentation to the other Hospital and Home Directors during the Convention. Each of the other 8 facilities will receive a check for \$1,477.75. This money must go to the Veterans.

President Carol asked for any new Unit possibilities or Charter concerns. Cindy Nelson stated there are none in District 1. Kathy Burket reported that the Truman Unit is still having a few issues getting officers. Kathy would like to send a letter to the members of the Unit to see if there was any interest in stepping up to run the Unit. Kathy made a motion to receive the member's names and addresses from the Department Office to send out a mailing. There was a second to the motion. Secretary Sandie Deutsch offered to send the letters out of the Department Office so the personal information wouldn't leave the office. Kathy withdrew her motion and will work with the Department Office to get the mailing out. Sandie will contact the National Headquarters to see if the notices that go out on September 15 have the name changed on them. Marcie Baysinger reported nothing in the 3rd District. Marcie reported that Eagan is still looking to form an Auxiliary Unit. We already have a meeting scheduled in September. A letter will be going out to all Legion members regarding this. Connie Anderson reported that there are no Units turning in their Charters at this time. Bonnie Brenna reported no issues in the 5th District. President Carol asked about the Johnnie Baker Unit. Bonnie stated that Julie Martin was working with them. The Department did receive a letter regarding turning in their Charter. Bonnie and Sonja will work on this and readdress it in August. Theresa Rudnicki stated that the two Units that were having issues are now up and running. Betty Underthun stated that Russell would like to turn in their Charter but Betty and Karla will work with them. Boyd has lost their 990 exemption and Betty, Karla and Carol Barbknecht will work with them to reestablish their status. Anna Eells stated that Ely is up and running and Warba is now up and running again. Right now there are no issues in the 8th District. Joanie Krantz reported that there are a couple Unit struggling in the 9th District. Joanie couldn't find anyone to contact in Perham. They have only 3 PUFL members only. Ada is very adamant on turning in their Charter. They have 55 members with 52 being paid. There is nobody that wants to take over running the Unit. Joanie Krantz recommends that we work one more year with the Unit for reorganization. Linda Deschene reported the Hinckley and Tri-City Units are having problems. A letter was received in the Department Office. District President Linda Deschene made a recommendation that the DEC does not accept either Charter and work with both Units in the next Unit to organize them. President Carol doesn't want to lose any of these Units. We will lose many of the members by asking them to transfer to different Units. President Carol is willing to help in any way she can. Secretary Sandie made a recommendation to transfer the 3 PUFL members into the Department Unit 1982 and dissolve the Perham Unit. Joanie Krantz made a motion to accept the Charter from the Perham Unit, was seconded and carried. President Carol called upon Joanie Krantz on how Ada should be handled. Joanie would like to work with the Unit one more year and made a motion to not accept the Ada Charter, was seconded and carried. Doreen Norgaard and Lynn Carr will assist Joanie Krantz. Secretary Sandie will write a letter to the Unit President stating that the DEC did not accept their Charter. Linda Deschene made a motion not to accept the Charter from Hinckley and that the Department Office send out a letter stating that, was seconded and carried. Linda Deschene, Jody Hassing and Sandy Locker will work with the Unit to get them up and running. Linda Deschene made a motion not to accept the Charter of the Tri City Unit and a letter be sent to them stating the Charter has not been accepted, was seconded and carried. Linda Deschene, Jody Hassing and Sandy Locker will work with the Unit to get them up and running. President Carol again stated that she is willing to help all of these Units. Carol stated that National President Mary Davis also had recommended that the DEC not accept these Charters as they have so many members.

President Carol stated that there are Policies and Procedures that have been written and need to be approved. All of these Policies were sent out previously for review. The first policy was the Record and Retention Policy. Sandie Deutsch stated that she used the National Policy as a guideline and restructured it to fit the Department of Minnesota. Linda Deschene made a motion to accept this policy, was seconded and passed.

The Check Signing Policy was brought forward. Carol explained that this policy covers who signs the checks for the organization and that 2 signatures are always required on the checks. Joanie Krantz made a motion to accept this policy and was seconded. Linda Deschene asked for clarification on who signs the checks. There is always one actual signature on every check. The motion then was passed.

The Contract Approval and Signature Authority Policy was reviewed. President Carol asked for any questions, there being none, Anna Eells made a motion to approve, was seconded and carried.

The Protection of the Department President's Signature Policy was next on the agenda. Carol explained that the Department Office has a rubber stamp of the Department President's signature. Sandie stated that this stamp is in a secure place. Joanie Krantz made a motion to accept this policy, was seconded and carried.

The policy for National Convention Privileges was brought forward. This was also brought forward as a resolution but was rescinded as it would be better to have it as a Department Policy. President Carol read the Policy to the DEC. Linda Deschene made a motion to accept this policy, was seconded and carried.

Carol called up Finance Chairman Deb Rottman to give her report on the recommended amount of stipend to be given to the Department funded Delegates attending National Convention. Deb stated airfare, up to \$444.00 and you do have to send your airline receipt to Sandie at the Department Office, the room rate (1/2 of room) is 470.43 for the 6 days and meals are \$340.00, along with the \$25.00 registration fee. A total stipend up to \$1,280.00 will be paid. No luggage charges were figured in to this amount. A check will be sent the first week of August to each Delegate that this applies to. Carol explained what other expenses could be incurred. These were not figured in to Finance's recommendation. Linda Deschene made a motion to add mileage to and from the airport, parking fees at the airport and one bag each way to the stipend, and was seconded. Marsha Bible stated that those of the Districts that must match the Department because it is in the Standing Rules, it depletes their funds. After discussion, it was brought forward that we are a volunteer organization and any funds that are given are appreciated. President Carol asked that Linda Deschene withdraw her motion as the initial recommendation hadn't been addressed. Linda withdrew her motion. Jean Walker made a motion to accept the stipend of up to \$1,280.00, was seconded. There being no further discussion a vote was taken and the motion passed.

President Carol called on Girls State Chairman Marsha Bible for her report. Shirt Shack did very good on sales. The Department Office purchased a Square reader which allows us to take credit cards and it was well worth the purchase. The Committee will be selling merchandise throughout the Convention. The Girls State Governor will attend the Convention on Friday and will be in the parade on Friday night.

Carol introduced Raleen Tolzmann who is a candidate for Alternate NEC to be voted on at this Convention.

President Carol announced the following Convention appointments for approval:

Department Color Bearers – Jeannette Mertens and Naomi Hill
Department Presidents Page – Marilyn Miller
Department Secretary’s Page – Mary Ann Davis
Sergeant-at-Arms – Sharon Thiemecke
Judge of Elections – Carol Holmgren
Tellers – JoLynn Detlefsen, Darlene Hauschild and Phyllis Mealey
Credential Committee – Darlene Wondra Chairman, Doris Lafayette & Darlene Breamer
Resolutions Committee – Cheryl Schauman Chairman, Michelle Weaver & Jean Pedersen
Rules Committee – Dee Dee Buckley Chairman, Carolyn Albertson and Sandy Gibson
Timekeeper – Judy Stein
Pianist – Pat Nelson
Photographer – Karla Otterness
Audio Visual – Jennifer Havlick

Carol asked for a motion for approval of these appointments. Jean Walker made a motion to approve, was seconded and carried.

President Carol took a moment to explain to the Executive Committee why she had Linda Kropuenske attend as the Department Parliamentarian. Karen Thygeson needed to attend another event in Florida and could not be with us. Karen gave her permission to let the DEC know that her cancer has spread and in growth. She will continue to live her life to the fullest and help in any way possible to our organization. Please keep her in your prayers.

President Carol called upon Secretary Sandie Deutsch for her report. Sandie stated that membership packets are in the office and if we have received officer’s lists you can pick up your packet. You will have to sign out for them. August workshop will be on August 12 in Willmar at the Post. It will be a one day workshop again this year. Sandie had asked incoming President Donna if Jan and she could have a little time to work with the District Presidents and go through what is expected from them on a monthly basis.

President Carol called upon Department Treasurer Jan Lauby for her report. Jan came forward and stated that the Department investments are doing real well. We had an increase of over

123,000.00 up to June 30 of this year. Jan has the District Presidents packets for Thursday morning caucuses in the office headquarters.

President Carol stated the next order of business was to review the Resolutions that are to be presented at Department Convention. President Carol has a new form to be used with each Resolution and the form must pass with the original Resolution from committee to committee. She explained the process on how the Resolutions will be presented from start to finally coming to the Department Convention Body. Each committee will write what their recommendation is before passing it on.

Resolution #1 - The Constitution and Standing Rules Committee of the American Legion Auxiliary, Department of Minnesota submits the following Resolution for consideration at the __2017__ Department Convention.

Whereas, Service to Veterans and Gift Shop programs of the American Legion Auxiliary, Department of Minnesota are not included in the preceding article IX Section 2, and

Whereas, Service to Veterans and Gift Shop programs of the American Legion Auxiliary, Department of Minnesota are not included in Article IX Section 3 (a),

Be it Resolved to add (b) to Article IX Section 3 to read as follows:

(b) Veterans Affairs and Rehabilitation includes sub committees of Service to Veterans which shall be composed of one (1) person and Gift Shop, which shall be comprised of two (2) persons, one Chairman and one Committee member, who will serve as Veterans Affairs and Rehabilitation committee members, all to be appointed by the Department President.

Be it finally resolved that current Article IX Section 3 (b) be changed to (c)

Linda Deschene made a motion to recommend that Resolution #1 be passed, was seconded and carried.

Resolution #2 - The Constitution and Standing Rules Committee of the American Legion Auxiliary, Department of Minnesota submits the following Resolution for consideration at the __2017__ Department Convention.

Whereas, the retiring Department President is responsible for serving as delegation chairman at the following national convention, and

Whereas, the retiring Department President is responsible for appointing delegates to serve on various National convention committees, and

Whereas, the positions of pages at the national convention are determined by membership,

Whereas, according to Article VIII Section C the first and second place district leaders in American Legion Auxiliary membership 30 days prior to department convention will have a district representative serve as Convention Pages, therefore

Be It Resolved, to remove the appointment of pages from **Article III Section 2** of the American Legion Auxiliary Department of Minnesota Standing rules, and

Be it Resolved, that Article III Section 2 be changed to read as follows: The Department officers and members of the Department Executive Committee shall assume their duties immediately following the adjournment of the Department Convention and the retiring president shall act as Delegation Chairman at the following National convention, and appoint those to serve on national Convention committees.

Theresa Rudnicki made a motion to recommend that Resolution #2 be passed, was seconded and carried.

President Carol stated that there is no Resolution #3.

Resolution #4 - The Constitution and Standing Rules Committee of the American Legion Auxiliary, Department of Minnesota submits the following Resolution for consideration at the 2017 Department Convention.

Whereas, the department President appoints a Chairman of the Girls State Committee, and

Whereas, the Girls State committee is composed of six (6) members, and,

Whereas, Article IX Section 16 (a) does not include the chairman,

Be it resolved to add the chairman

Be it finally resolved to have Article IX Section 16 (a) read as follows:

- (a) The American Legion Auxiliary Minnesota Girls State committee shall function as a committee composed of six (6) members to be appointed by the Department President – two (2) American Legion Auxiliary Minnesota Girls State Committee members, Girls State Chairman, a Director, an Education Director and the Department Americanism Chairman, all of whom shall be voting members.

Anna Eells made a motion to recommend that Resolution #4 be passed, was seconded and carried.

Resolution #5 - The Constitution and Standing Rules Committee of the American Legion Auxiliary, Department of Minnesota submits the following Resolution for consideration at the 2017 Department Convention.

Whereas, the American Legion Auxiliary Department of Minnesota now elects a National Executive Committee woman, and

Whereas, in the past the position of National Executive Committee woman was automatically assumed by the immediate past department President, and

Whereas, the Department Executive committee of the Department of Minnesota has included the immediate past department president who served as representative on the National Executive Committee, and

Whereas, the current position of National Executive committee woman is now an elected position and not necessarily the immediate past department president,

Therefore be it resolved that Article IV Section 2 (a) be corrected to read as follows:

- (a) The Department Executive Committee shall consist of the Department President, Department First Vice President, Department Second Vice President, District Presidents and National Executive Committee woman. All Past National Presidents from Minnesota shall be ex-officio members without vote. The Department Executive Secretary shall be an ex-officio member without vote.

Linda Deschene made a motion to recommend that Resolution #5 be passed, was seconded and carried.

Resolution #6 - The Constitution and Standing Rules Committee of the American Legion Auxiliary, Department of Minnesota submits the following Resolution for consideration at the 2017 Department Convention.

Whereas, in order to keep the standing rules in compliance with the constitution changes,

Be it Resolved that Article IX Section 2 (a) to add to the end of paragraph *as defined in this article*,

Therefore be it finally resolved Article IX Section 2 (a) read as follows:

- (a) The standing committees of the American Legion Auxiliary Girls State shall be comprised of six (6) persons, Veterans Affairs and Rehabilitation, Service to Veterans and Gift Shop which shall be comprised of two (2) persons, one being Chairman and one being Committee Member, to be appointed by the Department President, subject to ratification of the Department Executive Committee. Appointment of a member to any of these committees is a one (1) year appointment. Such members may be reappointed. The Department President may appoint any member of these committees as Chairman as defined in this article.

Jean Walker made a motion to recommend that Resolution #6 be passed, was seconded and carried.

Resolution #7 - The Constitution and Standing Rules Committee of the American Legion Auxiliary, Department of Minnesota submits the following Resolution for consideration at the 2017 Department Convention.

Whereas, Article IX Section 2 (a) has been changed, and

Whereas, to stay in compliance with the above listed article and section, regarding Girls State committee, and

Whereas, the appointment of VA Hospital and VA Nursing Home representatives was not addressed in Article IX Section 2 (a),

Be it resolved that Article IX Section 3 (a) read as follows:

(a)The Department President shall appoint Chairmen for the following programs: Americanism, Children and Youth, Community Service, Constitution and Standing Rules, Education, Junior Activities, Legislation, Leadership Development, Membership, Memorial, National Security, Poppy, Public Relations, Past Presidents Parley, each to serve one term. The Department President shall appoint the following: Historian, Chaplain and Parliamentarian. The American Legion Auxiliary shall use the Judge Advocate appointed by the American Legion. The Department President may appoint special committees including, but not limited to VA Hospital and VA Nursing Home Representatives. All appointments shall be subject to the ratification of the Department Executive Committee. The term of all of the above chairmen and appointees shall be one year.

Anna Eells Walker made a motion to recommend that Resolution #7 be passed and was seconded and carried.

Resolution #8 - The Audit Committee of the American Legion Auxiliary, Department of Minnesota submits the following Resolution for consideration at the 2017 Department Convention.

WHEREAS the Audit Committee requests a financial audit annually therefore be it Resolved that Article IX Section 1 (b) be changed to read ‘The Department Audit and 990 shall be presented by the auditor to the Audit Committee at the meeting called by the Audit Committee Chairman for the purposed of reviewing the audit and 990.

Submitted by: on behalf of the Audit Committee; Patricia Ecker, Audit Committee Chairman

Theresa Rudnicki made a motion to recommend that Resolution #8 be passed and was seconded and carried.

Resolution #9 - The Constitution and Standing Rules Committee of the American Legion Auxiliary, Department of Minnesota submits the following Resolution for consideration at the 2017 Department Convention.

The Department Constitution and Standing Rules Committee of the American Legion Auxiliary, Department of Minnesota submits the following resolution for consideration at the 2017 Department Convention

Whereas, The American Legion Auxiliary, Department of Minnesota chairmen are required to prepare a budget for their committee, and

Whereas, It is beneficial for the chairmen to know what their approved budget will be for their program, and

Whereas, the Department Executive Committee needs to know the proposed budget for the following year, to perform their duties, and

Whereas, the finance committee will be holding their budget meeting earlier in the year to go through budget figures to make recommendations to the Department Executive Committee,

Be it Resolved, that Article IX Section 1 (b) be changed to read:

(b) The Department annual budget recommendation shall be presented by the Department Finance Chairman to the Department Executive Committee at the annual August meeting for approval.

Linda Deschene made a motion to recommend that Resolution #9 be passed and was seconded and carried.

Resolution #10 - The Long Range Strategic Planning Committee of the American Legion Auxiliary, Department of Minnesota submits the following Resolution for consideration at the __2017_ Department Convention.

Whereas; the 2014-2015 American Legion Auxiliary, Department of Minnesota Executive Committee recognized and adopted the American Legion Auxiliary National Strategic Plan; and **Whereas;** the Department of Minnesota recognizes the importance of updating the department of Minnesota in many areas, i.e.; public relations, the 2015-2016 strategic planning committee moved forward to initiate an *implementation team*, which includes 3 past presidents, department secretary/Executive director, department treasurer, current administration, i.e.; President, 1st Vice-President, and 2nd Vice-President, and membership chairman; and

Whereas; the implementation team works hand in hand with the Goal Champions whom are 5 year rotating members; one of which is a new member appointed by the incoming Department President along with the appointment of Chairman for Strategic Planning; and

Whereas; appointments to special committees are aside from “regular” appointments and are not restricted to the rules in department governing documents that limit the number of standing or designated appointments a person may serve simultaneously; and

Whereas; 2014-2019 Strategic Plan address’ the five critical needs to 1) reverse declining membership, 2) build a culture of goodwill, 3) develop leadership, 4) build unit sustainability, and 5) improve the American Legion Auxiliary’s public identity with five simply-stated goals; now therefore be it

RESOLVED, that the American Legion Auxiliary DEC, in fulfilling its responsibility to set the strategic direction for the organization, recognizes that the strategic plan is vital to the future of the organization, requires action at all levels, and directs the department to:

- a) Take necessary steps to develop strategies, tactics, and measures for achieving the 5 goals.
- b) Present the Strategic Plan to districts and units in Minnesota by developing strategies, an implementation plan, performance measures that instill commitment, accountability, and recognition for actions and accomplishments that target achieving the 5 goals throughout the organization.
- c) Assemble action-driven goal champions and strategy teams to meet electronically and via phone conferencing who will help the organization at all levels understand the critical importance of the strategic plan and focus on practical ways to achieve the five (5) goals.

- d) Provide the strategic plan on an internet-accessible site where districts and units can report and track their progress in accomplishing the strategies.
- e) Promote the strategic plan as an indispensable guide for all department, district, and unit leaders.
- f) Report annually to the DEC resources needed and progress made on the implementation of the strategic plan; and

be it further **RESOLVED**, the American Legion Auxiliary, Department of Minnesota, adopt the Long Range Strategic Plan Committee and their goals; and be it Finally **RESOLVED**, If this resolution is adopted at the Department Convention @ Mahnomen, Minnesota, that all standing rules pertaining to standing committees be changed to include the 6 member Long Range Strategic Planning committee; effective, July 15, 2017
 Anna Eells made a motion to recommend that Resolution #10 be passed and was seconded and carried.

Resolution #11 - The Junior Auxiliary of the American Legion Auxiliary, Department of Minnesota submits the following Resolution for consideration at the __2017__ Department Convention.

Whereas, the Northwest Division Junior Meeting has been held in Minneapolis for the past two years and

Whereas, the possibility of it being held on another state in the Northwest Division is likely, and

Whereas, the cost for travel may deter Junior members from attending, and

Whereas, Minnesota pays the registration cost for one official representative but no monies are budgeted for their expenses, now therefore

Be it resolved that Article XI, Section 17 (20 c and d) 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 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 and a budgeted travel expense to attend.

D. All other attendees shall be responsible for their own transportation, chaperone and all expenses.

And, be it finally

Resolved that if ratified by the Department Senior Executive Committee and the Department Convention at the session in Mahnomen, MN July 13-15, 2017

Jean Walker made a motion to recommend that Resolution #11 be passed and was seconded and carried.

Resolution #12 -

The ___2nd___ District of the American Legion Auxiliary, Department of Minnesota submits the following Resolution for consideration at the ___2017___ Department Convention.

Whereas, That the Department Constitution American Legion Auxiliary Department of Minnesota Revised July 2014 Article VII Section 2 states;

A quorum shall exist at a Department Convention when ten per cent (10%) of the Units are wholly or partially represented by duly elected delegates or alternates.

Whereas, That the District Constitution, to be used by the ten (10) District in the Department of Minnesota, Article VI Section 9 states;

A quorum at District Convention shall exist when 25% of the Units are represented.

Whereas, At District Convention the assembly consists mostly of District Officers and Chairman.

Whereas, Our total District membership is decreasing substantially each year.

Whereas, The attendance at District Convention is declining each year as the result of our decrease in membership.

Whereas, Due to the lack of attendance by our District membership, it is hard to reach our quorum.

Whereas, This quorum has been in effect for many years.

Therefore be it Resolved; That the quorum percentage, for the ten (10) Districts should be the same quorum as the American Legion Auxiliary Department of Minnesota which is 10%.

Therefore be it Further Resolved; That this is to take effect at the close of the Department Convention of the American Legion Auxiliary, Department of Minnesota, July 13-15, 2017 at Mahnommen, MN.

Kathy Burket, Second District President Raleen Tolzmann, Second District Secretary

Joanie Krantz made a motion to recommend that Resolution #12 be passed and was seconded and carried.

Resolution #13 – The Glenville American Legion Auxiliary #264, Department of Minnesota submits the following Resolution for consideration at the 2016/2017 Department Convention.

Whereas, the 2014 Department of Minnesota American Legion Auxiliary Convention delegates voted and passed that the National Executive Chairman (NEC) shall be an elected position; and Whereas, the NEC position in the past was served by the immediate outgoing Department President; and

Whereas, the Minnesota American Legion Auxiliary Constitution Article V, Section 1, States; The officers of this Department shall be President, First Vice President, Second Vice President, Executive Secretary, Treasurer, Chaplain and National Committeewoman (INEC). 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 and

Whereas, the need to allow immediate Past Department President to serve on the Executive Committee because of her knowledge and continuity of past procedure is vital with the continuing changing of the executive board members; therefore be it

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; and be it further **Resolved**, that this Resolution be sent to the American Legion Auxiliary, Department of Minnesota Convention Assembled in Mahnomen, Minnesota, July 21/23 2017 for concurring action.

Cindy Nelson made a motion to recommend that Resolution #13 be passed and was seconded and carried.

Resolution #14 – Glenville Unit #264, American Legion Auxiliary submits the following Resolution for consideration at the 2016-17 District Convention.

Whereas, the American Legion Auxiliary Department of Minnesota needs to maintain continuity and stability at our Department Office; and

Whereas, the American Legion Auxiliary Department of Minnesota Executive Secretary is an appointed position by the Department President; and

Whereas, the Executive Secretary could change with the President each year which could lead to instability at our Department office; therefore be it

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 and be it finally;

Resolved, this resolution be sent to the American Legion Auxiliary, First District for consideration and if approved it then be forwarded to the Department of Minnesota ALA Convention in Mahnomen, Minnesota July 13-15, 2017 for approval. If approved request is this be effective at the end of convention 2017.

Cindy Nelson made a motion to recommend that Resolution #14 be passed and was seconded and carried.

President Carol gave a brief explanation of what Resolution is about and where it came from.

Resolution #15 - The Department Executive Committee of the American Legion Auxiliary, Department of Minnesota submits the following Resolution for consideration at the ___2017___ Department Convention.

Whereas the Department of Minnesota treasury has \$37,552.78 earmarked for Minnesota Disaster Fund from 1996-97, and

Whereas our National organization recommends funds be distributed the year received, and Whereas there has been no resolution to determine the distribution of these funds, therefore be it Resolved, that the funds be set up as a sub account to the Auxiliary Emergency Fund, and be it further

Resolved, that any member of the American Legion Auxiliary in the State of Minnesota who has suffered a loss due to a disaster may apply for funds in an amount not to exceed \$2,500 using the attached application until such time as the funds are depleted, and be it further

Resolved, that these applications will be received in the Department Office and after all personal information has been redacted, will be forwarded to the Auxiliary Emergency Fund Chairman, the Department President, 1st Vice President and 2nd Vice President for their recommendation, and be it further

Resolved, that there will be no further solicitation of funds under the Disaster Fund and once these funds are depleted the sub account will be dissolved, and be it finally

Resolved, that if this resolution is passed in Mahnomen Minnesota at the Department Convention on July 15th, 2017, applications be immediately made available to the Auxiliary Emergency Fund chairman and to the general membership.

A copy of the application is attached at the end of the minutes.

President Carol called Donna Arends to the podium to announce her installation plans. Donna stated that pictures of officers will be at 7:30 a.m. on Saturday. They will take place where the lighting and background is best. There will be no flowers given at installation. Donna will be handing out a list of her appointments for the upcoming year and there will be a short meeting prior to installation to approve these appointments. Donna's announced her project for approval will be raising \$26,000.00 to divide between the five Veterans Homes and the Armed Forces Center. Anything over and above will go to the Department Office operations. Donna is also asking for small LED flashlights to be handed out to the homeless. The District Presidents will be escorted by the outgoing District Presidents. All will sit on stage for installation.

President Carol announced that we are currently looking for two Delegates-at-Large to the National Convention. If any others that have been elected are unable to attend, please announce your name now. We will also be electing 19 alternates to the National Convention.

President Carol announced the Department parade order for Friday, July 14. Following is the order from 1-10:

District 3
District 6
District 8
District 2
District 1
District 10
District 7

District 4

District 5

District 7 (host District is always last

Carol announced that there will be no shorts allowed. Capris are allowed. Please remember that Friday is wear your red day.

The appointments that were determined 30 days prior to National Convention are as follows:

4th District President Connie Anderson will be the Department Presidents Page and 6th District President Theresa Rudnicki will be the Department Secretary's Page. The color bearers will be District 1 President Cindy Nelson carrying the American Flag and 10th District President Linda Deschene will be carrying the Auxiliary Banner. The Honor Guards will be 8th District President Anna Eells, represented by Zandra Kessler and 3rd District President Marcie Baysinger represented by Candy Regan. If there are any problems with these appointments, President Carol stated that you can find a substitute but make sure it is in your own District. The dress code is to wear khaki's and the gold Gopher shirts. No shorts, per Department Commander Denise Milton.

If you are not attending the States Dinner or Woman of the Year Luncheon please let Department Secretary Sandie know immediately. The housing must be turned in on Monday, July 17, so any housing reservations must be made with Jennifer at The American Legion no later than Monday.

President Carol asked if Secretary Sandie has any announcements. Sandie stated that the current Executive Committee wear their installation outfits on Thursday morning and will be introduced at that time.

President Carol thanked each and every one of the DEC and the pleasure she had visiting all of the District events. There have been many changes this year and Carol extended her appreciation for the cooperation she received from the entire committee.

President Donna called upon First Vice President Donna Arends for the closing prayer.

There being no further business, the meeting was adjourned.

Sandie Deutsch

Department Executive Secretary