

Department of Minnesota Executive Committee Meeting
Saturday August 10, 2019
Silver Star American Legion Post 428, Waite Park, Minnesota

The following were present: Department President Mary Hendrickson, Department First Vice President Patti Coleman, Department Second Vice President Mary Kuperus, NEC Raleen Tolzmann, Past Department President Jean Walker, 1st District Vice President Wanda Prescher, 2nd District President Robin Olson, 3rd District President Linda Kelly, 4th District President Sandra Gibson, 5th District President Mary Younkin, 6th District President Roberta Elvecrog, 7th District President Lorraine Wigen, 8th District President Susan Korhonen, 9th District Past President Jean Pederson in for Pat Hanson who was excused, 10th District President Brandi Christensen, Parliamentarian Marsha Bible and Department Secretary Sandie Deutsch.

Department President Mary Hendrickson called the meeting to order. The opening prayer was given by Chaplain Cheryl Nymann, the Pledge of Allegiance led by Patti Coleman and the Preamble led by Mary Kuperus.

President Mary welcomed everyone to the meeting. She gave an overview of the upcoming year and expectations for everyone. Mary gave greetings from Commander Mark Dvorak. He was unable to come as he is in Indianapolis.

A motion was called for the approval of the July 10 Pre-Convention meeting. Patti Coleman made a motion to accept the minutes and was seconded. Patti Coleman brought forward that on page 3 of the minutes Bev Otterness made a motion to approve but she is not a member of the DEC. Patti Coleman then made the motion to approve the \$1,408.00 as the stipend for National Convention and was carried. Patti stated on page 6, Resolution Number 6 was mistyped and should have been Number 5. The minutes will be amended by Secretary Sandie. Patti Coleman made a motion to approve the minutes of July 10 as amended, was seconded and carried.

A motion was called for the approval of the July 13 Post Convention meeting. Roberta Elvecrog made a motion to accept, was seconded and carried.

A ratification of the email vote of July 11 was needed regarding Resolution #5. Patti Coleman made a motion for the ratification, was seconded and approved.

President Mary called for the Election of the Subcommittee of the Executive Committee. The rule was read as follows: Article IV, Section 4, Department Standing Rules which states the Department Executive Committee shall elect three of its members, who, together with the Department President, First Vice President and Second Vice President, shall constitute a subcommittee which shall have all the power of the Executive Committee, subject to the action of that committee, and may meet four times in each fiscal year. The following nominations were taken; Sue Korhonen, District 8, Brandi Christensen, District 10 and Linda Kelly, District 3. A motion by Roberta Elvecrog to close nominations was made, seconded and carried. Roberta Elvecrog made a motion to approve these three individuals, was seconded and carried.

First District President Wanda Prescher stated that her theme is Responding to Our Veterans in Need, symbol is the Poppy and project is Veterans Emergency Fund at the Minneapolis VAHCS in the amount of \$3,000.00. A motion was made by Wanda Prescher to accept her project, was seconded and carried.

Second District President Robin Olson stated her theme this year is Spreading Our Wings for our Veterans, her symbol is an Eagle and her project is the Eagles Healing Nest in Redwood Falls in the amount of \$3,000.00. Robin Olson made a motion to accept her project, was seconded and carried.

Third District President Linda Kelly stated her theme is Thin Outside the Box and her symbol is a box. Her project is joint with the 3rd District Commander to purchase a Juke Box in the amount of \$7,000.00 for the Hastings Veterans Home. A motion was made by Linda Kelly to accept this project was seconded and carried.

Fourth District President Sandra Gibson stated her theme this year is Free Because of Our Veterans and her symbol is an Eagle carrying the American Flag. Her project will be raising funds for fun nights at the Minneapolis VAMC in the amount of \$360.00. Sandy made a motion to accept this project was seconded and carried.

Fifth District President Mary Younkin stated her theme is Soaring for Our Veterans and an eagle is her symbol. Her project is a joint to raise 2,200.00 to host a corn feed and music and also 3 outings to the Guthrie or Arboretum for the Minneapolis Veterans Home. Mary made a motion to accept this project, was seconded and carried.

Sixth District President Roberta Elvecrog stated her theme is Support All Veterans and her symbol is a Heart in Hands. Her project is collect about 15,000.00 for the St. Cloud VAHCS Mental Health wing addition. This money will be for items for the new wing. Roberta Elvecrog made a motion to approve this project, was seconded and carried.

Seventh District President Lorraine Wigen stated that her theme is Bless All Veterans, her symbol is a book and her project is the raise 1,500.00 for the Quilts of Valor program. Lorraine Wigen made a motion to approve this project, was seconded and carried.

Eighth District President Sue Korhonen's theme is You Served for us, How may we serve for you, her symbol is a heart and her project is a Sunsetter Awning for the Silver Bay Veterans Home in the amount of \$3,000.00. Sue Korhonen made a motion to accept her project, was seconded and carried.

Past Ninth District President Jean Pederson stated that Ninth District President Pat Hanson's theme is Bikers Roll In and her symbol is a motorcycle with a flag. Her project is to raise \$2,500.00 for the Legion Group of Bikers and Boots on the Ground. Jean made a motion to accept this project, was seconded and carried.

Tenth District President Brandi Christensen stated her theme is 100 Years of Service and Lighting the Path for our Veterans and Military, symbol is a lantern and her project is a joint

project to have a clothing drive for the St. Cloud VAHCS and \$3,000.00 for the recreation therapy fund at the Minneapolis VAHCS and \$3,000.00 for PTSD awareness books at the St. Cloud VAHCS. Brandi Christensen made a motion to accept this project, was seconded and carried.

President Mary called on Secretary Sandie Deutsch for her office report. Sandie asked what the DEC would like to do with the Carlson Scallan Membership Plaque that is given to a District every year. Districts don't have homes so they have no place to put the plaque. This will be brought up as new business. The first item was to complete the Employee Handbook page on Discipline, Misconduct and Performance Issues – Department Executive Secretary. On a motion by Patti Coleman, seconded and carried the second to the last paragraph will read “Some situations may require immediate dismissal. The action must be approved by the Department Executive Committee at the earliest opportunity. All or a combination of these actions may be applied depending on individual circumstances.” On the Discipline, Misconduct and Performance Issues – Office Staff page, Patti Coleman made a motion and was seconded for the second to the last paragraph to read “Action steps to resolve unsatisfactory employee performance and/or misconduct shall be imposed by the Department Executive Secretary as deems appropriate.” The motion carried. Sandie brought up the new policy being brought forward as to how monies that are in the National Leadership Fund can be used. This is for discussion today only. Each member is to go through the policy and bring questions and changes to the October DEC meeting. Sandie brought up that a Hiring Committee needs to be formed for the replacement of the Department Secretary position. Sandie stated that at this time her plans are to retire at the end of September 2020. She will also help out at Fall Conference if asked. Patti Coleman asked if it would be better to hire someone by April 1 instead of May 1. This will be brought up again under new business.

Jan Lauby came forward with her Treasurers Report. Jan stated that we will be meeting with the Auditing firm as our fiscal year ended on July 31. Jan will be bringing final numbers to the October 2019 DEC meeting.

President Mary announced that we will now continue with Sharing Our Auxiliary Programs. She stated that for the solicitation of funds for a program, the motion must be made by a member of the Department Executive Committee.

Past President Parley Chairman Sandy Fredrickson came forward with her program report. Sandy explained what the Past Presidents Parley is and what its function is. Sandy asked for permission to solicit funds for the Past President Parleys Healthcare Scholarship Fund. Brandi Christensen made a motion to approve was seconded and carried.

Dee Dee Buckley, National Security Chairman and Chris Ronning who is the Armed Forces Service Center Representative for the American Legion Auxiliary came forward with their reports. Dee Dee went over the National Plan of Action for this year on National Security. Chris reported that the Center will be moving into the secured area of the airport. This will be at the end of Concourse C where it connects with Concourse A & B. The move will take place in October 2019. Money is needed for food and other items to sustain the Center. Chris thanked everyone for all the cards and prayers she received from her recent operation. Dee Dee asked for

permission to solicit funds for the Armed Forces Center. Mary Kuperus made a motion to solicit funds for the Armed Forces Center, was seconded and carried.

President Mary called upon Joanne Joachim for her report on the Americanism program. Joanne plans on emphasizing the American Essay Contest, Mid-Year Reports and the Trophy and Awards area of this program. There are no solicitations of funds. Joanne stated that the Americanism Program is in need of flag pins for the Girls State program. She will be asking her Chanhassen Unit to donate these pins.

Audit Committee Chairman Suzette Maluchnik came forward with her report. Suzette introduced her committee members, Vida Bacon and Cari Lamb. She went over what the Audit Committee does throughout the year. The Committee will be concentrating on auditing and assessing the Girls State Program this year.

Auxiliary Emergency Fund Chairman Joanie Krantz was called upon to give her report. Joanie explained what the AEF is for. Joanie would like to have a Bag Your Chance Auction instead of the Silent Auction at Fall Conference this year. This will be held Friday, October 25. She will be notifying the District Chairmen to help at the auction. Joanie asked permission to solicit funds for the Auxiliary Emergency Program. Patti Coleman made a motion for approval of solicitation of funds for the AEF, was seconded and carried. Parliamentarian Marsha Bible stated that in order to conduct a Bag Auction you would need to have a gambling license. Marsha recommends rethinking this form of auction. Joanie will have information on what she will want members to bring for the auction in October.

Robin Dorf, Children and Youth Chairman was called on by President Mary for her report. Robin went over her action place for the upcoming year. Robin stated that the Star Spangled Kids Program is moving to the Americanism Program this year. The GI Josh Dogs will not be under this program this year. Robin asked permission to solicit funds for American Legion Child Welfare Foundation. Linda Kelly made a motion to approve, was seconded and carried. Robin asked for permission to solicit funds for Legionville. Roberta Elvecrog made a motion to approve, was seconded and carried. Robin then asked for permission to solicit funds for the TFA – Temporary Financial Assistance. Mary Kuperus made a motion to approve, was seconded and carried.

Vicki Bibeau came forward with her program plan on Community Service. Vicki reported on how she will help members this year with her program. She would like everyone to use poppies all year long. Vicki will be holding a photo contest this year in your communities. You must have the Auxiliary emblem in the photo. There were no solicitation for funds. Prizes will be awarded at Department Convention.

President Mary called upon Constitution and Standing Rules Chairman Carol Kottom for her report. Carol will be encouraging all Units to set Standing Rules this year. There was no solicitation of funds.

Pam Gades, Education Chairman, came forward to give her report. Pam would like to have more participation from Units in this program and will be holding a contest regarding the participation of their efforts. Details will be in the Unit Mailing. Pam asked for permission to solicit funds for the Department Scholarship Fund. Jean Walker made a motion to approve, was seconded and carried. Pam also asked for permission to solicit funds for the Legacy Scholarship Fund. Robin Olson made a motion to approve, was seconded and carried. Pam brought forward that there is now a new Auxiliary Junior Auxiliary Loyalty Scholarship. She will get more information out on how to apply for them.

President Mary called upon Memorial Chairman Cheryl Nymann for her report. Cheryl wants all members to remember that prayers are very important. Cheryl will put together a Chaplains prayer manual and have prayers sorted by when they should be used. There are no solicitation of funds.

Becky Nelson was called on for her report on Finance. Becky encouraged that all Units set budgets and file their 990's. Becky asked for permission to solicit funds for the American Legion Family Hospital program. Mary Kuperus made a motion to approve, was seconded and carried. Becky then asked for permission to solicit funds for the ALA Foundation program. Patti Coleman made a motion to approve, was seconded and carried. Becky asked for permission to solicit funds for the Brain Science program. Roberta Elvecrog made a motion to approve, was seconded and carried.

President Mary now called upon Girls State Chairman Jean Walker. Jean explained what the Girls State program is all about. Jean introduced her Girls State Committee, Joanne Joachim is the Americanism Chairman, Peggy Tesdahl is the Director, Amelia Tesdahl is the Education Director, Kelli Frederickson and Lesley Christoffer are committee members. Jean asked for solicitation of funds for the Girls State Program. Jean Walker made a motion to approve, was seconded and carried.

History Chairman Karla Otterness was called upon for her report. Karla will be encouraging all Units to write a history, not just pictures. Karla is asking permission to solicit funds from the Units to continue the restoration of our historical documents. Linda Kelly made a motion to allow the solicitation of funds for photo restoration purposes, was seconded and carried.

Donna Arends, Junior Activities Chairman came forward to give her report. Donna wants all District Officers hold a phone conference call with Honorary Junior President Emily 4 times during the year to discuss what they are doing within their Districts. Donna Arends asked permission to solicit funds for the Honorary Junior Presidents project. Robin Olson made a motion to approve, was seconded and carried.

Mary Kuperus, Leadership Chairman was called upon for her report. Mary wants to go back to the basics this year on what and why we do things. Mary will be holding 4 workshops this year with places to be announced. Mary will announce the locations in the Unit Mailing. There are no solicitations of funds.

Patti Coleman, Legislation Chairman came forward to give her report. Patti went over what the Auxiliary's responsibility to this program is. She will be promoting the Legion Act throughout the Department. Patti will be using Social Media to post information. There were no solicitations of funds.

President Mary called upon Sue Korhonen regarding the Memory Book this year. Sue wants all photos, newspaper clipping and memorabilia so she will be able to put together a book for Mary. More information will be in the Unit Mailing.

President Mary called on Marsha Bible to give her report as Parliamentarian. Marsha recommended that the District Presidents let their Units know to call the Department Chairman with program questions. Marsha is also available for any questions. There were no solicitation of funds.

Sandy Wersal, Poppy Chairman was called upon next. Sandy went over the National Plan of Action. The Poppy Contest at Fall Conference will be to use the 100th year theme in making a centerpiece and also a Styrofoam layered cake. Units are encouraged to sell candles for their cakes and keep them on display. The monies can be used for their poppy programs. She will promote the Little Miss Poppy and the Poppy Poster contest. Sandy asked for solicitation of funds for the people's choice awards at both Fall Conference and Department Convention. Wanda Prescher made a motion to approve, was seconded and carried.

President Mary called on Jean Horack for her report on Public Relations. Jean stressed that we must promote ourselves and utilize social media. There are no solicitation of funds.

President Mary called on Linda Kropuenske to give her report on Veterans Affairs and Rehabilitation. Linda went over the focus of this program. Linda asked that if one of the facilities come out with a wish list, these lists should not be published. Always contact the facility before taking in donations to see if they have the room for the items. Linda asked for permission to solicit funds for the American Legion Auxiliary Hospital program. Sue Korhonen made a motion to approve, was seconded and carried. Linda then asked for permission to solicit funds for the \$5.00 Bill Shower. Sue Korhonen made a motion to accept, was seconded and carried. Next Linda asked for permission to solicit funds for Fund overall program. Sandy Gibson made a motion to approve, was seconded and carried. Linda asked for permission to solicit funds for the Minnesota Creative Arts program. Wanda Prescher made a motion to accept, was seconded and carried. Linda then asked for solicitation of funds for the Fisher House program. Patti Coleman made a motion to approve, was seconded and carried. Linda then asked for permission to solicit funds for the Eagles Healing Nest. Patti Coleman made a motion to approve, was seconded. The funds would be sent to the designated location. If there is no designation, the funds would be split equally between the two locations. The motion was then carried. Linda asked for permission to solicit funds for the Haven for Heroes in Anoka. A motion was made by Brandi Christensen, seconded and carried. Linda then introduced her committee, Sandy Locker, Service to Veterans Chairman and Mary French, Gift Shop Chairman along with Lynn Olson, Committee member. Sandy stated that her goal is to prepare our members with the proper materials to use to promote this program. Mary French came forward and told the members that she will be selecting gifts for this year's program and have them at

Fall Conference. The distribution day will be at the North St. Paul American Legion Post on November 18. Mary asked for permission to solicit funds for the Gift Shop. Linda Kelly made a motion to approve, was seconded and carried.

President Mary stated that all president visit requests must go through Secretary Sandie. Mary asked that the week of Christmas would be the only week she wouldn't make visits along with the first week in May. All missing District Chairman information should be forwarded to Sandie as soon as possible so the lists can be completed.

Sharon Thiemecke was called upon for her membership report. The theme is Mining for Members...Each One is a Gem. Sharon stated what National sent as our Department goals. National took the membership total from July 27 for each Unit and added one to the 2020 membership years. Sharon set the Department goal the same except for those Units who membership is 100 and over, they must add two new members. There will be a membership payout at Fall Conference. The District Membership Chairmen were given information on the event. Sharon stated that there is an error on the calendar. The Harvest Rally is September 7, not the 14th as typed on the calendar. The American Legion Family will all be participating.

President Mary asked if there were any Charter turn-in's or new Charters at this time. Brandi Christensen stated that Dayton only has 3 living members at this time.

Karla Otterness came forward with the 100th Anniversary Committee plans for the upcoming year. We will be having a no-bake bake sale letter going out this fall to all Units. There will be a bowling tournament on November 16 at Sundance Lanes in Osseo. More details will follow. Karla is recommending that each District put together a committee to come up with ways to celebrate within their District. Posters will be available for sale at Fall Conference at a suggested cost of \$3.00 per poster. Mary Hendrickson announced that at Fall Conference we will have a celebration along with a cupcake reception. This will be held on the Thursday evening of Fall Conference.

Mary called upon Becky Nelson for the final budget presentation with changes for approval. Total expenses are 836,837.00. Total income is 732,100.00. This makes a deficit of 104,737.00. The changes are as follows: A request come from Department Secretary Sandie regarding the hiring of a new Secretary. Sandie's request was for an additional amount of \$20,657 in salaries, taxes and benefits. This was for the period of 5/7/2020 – 7/31/2020. Becky also stated that the committee approved a few of the Chairman requests as they are proposing new ideas for promote their programs. The Americanism program was increased to \$560.00, Community Service was \$130.00, Education was \$110.00, National Security was \$260.00, Past President Parley was \$935.00 and Poppy went to \$520.00. The Finance Committee recommended that this be approved. President Mary asked for a motion regarding the intern that will hired next year. Linda Kelly made a motion to increase the original proposal for salaries by \$6,885.00 in order for the new hire to start in April rather than May. This motion was seconded and carried. The final deficit will now be \$111,622. Roberta Elvecrog made a motion to approve the budget for 2019/2020, was seconded and carried.

The next order of business was reviewing the Standing Rules that were presented and voted on at Department Convention. Sandie went over the attachments to let everyone know where the changes were made. A question came up about Resolution #10 – Secretary Sandie forgot to include it with the changes. Sandie will update Resolution #10, Delegates to Junior Conference and post the updated Standing Rules on the Department website.

President Mary called on Sandie Deutsch for a National Convention update. Registration materials will be ready on Friday, August 23 & Saturday, August 24 to pick up all of your registration information. Tickets will be included in each person's packet. If you arrive later you will have to contact Sandie to get materials. The Department Office will be open as usual. All attendees will get information emailed to them next week. Marsha Bible stated that we need volunteers to carry the 100th Anniversary Banner. Attire for the National Parade will be the gold shirts and khaki capris'. No short shorts. Hats are permissible.

Mary announced that her testimonial will be a noon luncheon on May 16, 2019 at the West Duluth American Legion Post.

Wanda Prescher made a motion that President Mary facilitate forming an Ad-Hoc Committee in regards to the hiring of the Department Secretary position. This motion was seconded. The motion carried.

As Department Chaplain Cheryl had to leave early, President Mary gave the closing prayer.

There being no further business, the meeting was adjourned at 4:00 p.m.

Sandie Deutsch
Department Executive Secretary