

Department Executive Committee Meeting  
Thursday, October 26, 2017  
Willmar, Minnesota

The following were present: Department President Donna Arends, Department First Vice President Jean Walker, Department Second Vice President Mary Hendrickson, NEC Shirley Frederick, 1<sup>st</sup> District President Cheryl Nymann, 2<sup>nd</sup> District President Kristen Donnelly, 3<sup>rd</sup> District President Kat Benjamin, 4<sup>th</sup> District President Lynn Olson, 5<sup>th</sup> District President Sonja Dauphin, 6<sup>th</sup> District President Vicki Bibeau, 7<sup>th</sup> District President Karla Minnick, 8<sup>th</sup> District President Anna Eells, 9<sup>th</sup> District President Doreen Norgaard, 10<sup>th</sup> District President Jody Hassing, Department Secretary Sandie Deutsch and Parliamentarian Dee Dee Buckley. There were 12 guests present.

Department President Donna Arends called the meeting to order with a continuous opening. Jean Walker gave the opening prayer, Mary Hendrickson led the Pledge of Allegiance and Dee Dee Buckley led the Preamble.

President Donna welcomed everyone to the meeting. She gave an overview what she has accomplished so far this year and thanked everyone for what they do.

A roll call was taken and each of the Executive Committee members gave a brief synopsis of their first 3 months in office.

A motion was called for the approval of the August 12 Executive Committee meeting minutes. Jody Hassing made a motion to accept the minutes as presented, was seconded and approved.

A motion was called for the ratification of the email vote of 9/11/2017 to increase the budget line item for the outside auditing firm. Cheryl Nymann made a motion to approve, was seconded and carried.

A motion was called for the ratification of the email vote of 10/4/2017 to add Robin Dorf as an administrator to the Department webpage. Jody Hassing made a motion to approve, was seconded and carried.

A motion was called for the ratification of the email vote of 10/6/2017 to give veteran Bobby White \$500.00 to attend the National Creative Arts Festival in New York. Kat Benjamin made a motion to approve, was seconded and carried.

Department President Donna called on Secretary Sandie Deutsch to give an office report. Sandie stated that the Auxiliary National Headquarters is no longer participating in the Washington Conference. Our Standing Rules state that the Department Office will pay for three individuals to attend the conference and a stipend will be given to the NEC to help defray her costs. The NEC will be having their meeting in Indianapolis rather than having this in Washington DC to save on expenses. Sandie did meet with Randy Tesdahl and asked his opinion on what would the benefit be for the Auxiliary to continue to send members to the Conference. He stated that the only thing would be is to meet with our two Senators for ½ hour each. Sandie brought up that we need to increase the price of our small poppies. Her recommendation at this time is to do away with the discount when purchasing more than 500 small poppies. The next item is the Grant process to apply for funds from the Minnesota Creative Arts account. Right now the rules state that the monies granted are to be sent to and payable to the facility, After talking with the St. Cloud VAHCS voluntary services coordinator, they need the monies to go directly to the

Veteran. We need to have this Standing Rule changed. Sandie stated that the label fundraiser was given the final approval to print. She stated to make sure to support the labels for the Department of Minnesota. The remittance envelope will have a Maryland address. The companies name is Engage. Sandie gave an update on the emblem/magnet fundraiser. At this time we have spent \$1,707.00 for expenses and have raised \$3,286.00 income.

President Donna called upon Treasurer Jan Lauby for her report. Jan stated that the membership totals will be ready for Chairman Mary Kuperus' report on Friday afternoon. Our investments have made over 31,000.00 in the past two months. Jan told the members to make sure and sign up for the USAA credit card. The Department gets monies off of charges our members incur. We just received a check for \$895.00 for our share. We have already received donations on the mailing labels and they haven't been sent out yet. Jan reported that the Presidents project fund has raised 4,325.00 and the Honorary Junior Presidents fund is at 550.00.

President Donna called on Finance Chairman Bev Otterness. Bev asked for permission for the Department Office to hang Helen Hielsher's picture along with the other four Past National Presidents. Vicki Bibeau made a motion to approve this request, was seconded and carried. Bev then asked the Executive Committee to suspend the Budget Timeline policy for a one year period. Bev stated that the time on the policy for the committee to meet is at a very busy time of year. She would like to change the May date to an April date. The Finance Committee will assign dollars to each program. The Chairmen would have to opportunity to request any changes to that amount at the Pre-Convention Executive Committee meeting or the Executive Committee meeting in August, prior to the approval of the budget. Bev's justification is that National has now gone to a five year plan of action, so programs won't change that much. Department Secretary Sandie will have the office budget ready for Finance in April. Anna Eells made a motion to suspend the timeline for one year and was seconded. After discussion the motion carried.

Next on President Donna's agenda was Charter concerns.

Cheryl Nymann – District One – Janesville Unit is looking in to turning in their Charter. They are very adamant in closing their Unit. Sandie will forward the process on to Cheryl on how to relinquish the Charter.

Kristen Donnelly – District Two – Tried to set up a meeting with Truman but nobody could attend on that date. They are in the process of setting up another meeting. There has been talk that Winnebago would like to turn in their Charter but Kristen is working on that one.

Kat Benjamin – District Three – Kat is working on getting the Eagan Unit going. They are almost at the number of 10. Sandie needs ideas on how to get this going. How do we contact the females interested. It was suggested to do an Open House with some sort of lunch set up. Put an article in the local paper inviting those interested. Invite both Legionnaires and their eligible Auxiliary members. It works to offer some sort of food. Kat Benjamin will work on setting this up. She will ask for assistance if needed. Jody Hassing will put something in the Blue Cross newsletter as there are many Veterans and their spouses that work at Blue Cross in Eagan.

Lynn Olson – District Four – there are no concerns at this time.

Sonja Dauphin – District Five – both the Falldin and Johnnie Baker Units have turned in their charters.

Vicki Bibeau – District Six – Royalton is again having issues in keeping the Auxiliary open. There are memberships to be turned in so Vicki is working on getting them active again.

Karla Minnick – District Seven – Karla received a note from Renville. Karla will be working with them. Granite Falls is again thinking of closing. There are two ladies who want the Unit closed. There is thought about transferring members to the Montevideo Unit and combining the two into one Unit.

Anna Eells – District Eight – there is a potential of a new Unit in Hermantown. Anna will assist any way she can. A Charter should be signed by the 8<sup>th</sup> District mid-winter.

Doreen Norgaard – District Nine – visited the Ada Unit. The membership packet was sent back to Department Headquarters. Many of the members have transferred to the Department Unit 1982.

Jody Hassing – District Ten – Tri City Unit Charter was not accepted last year. The Unit closed their accounts and spent their monies before the Department accepted their Charter. They now have 18 memberships to turn in but no checking account. Jody and Sandy Locker will be meeting with them next week to come up with a plan for the Unit.

Donna stressed that all District Presidents need to work with these Units and Department Membership Chairman Mary Kuperus. Processes must be followed. Make sure members are transferred to other Units.

At this meeting a review of the Employee Handbook was performed. Discipline, Misconduct and Performance Issues on page 24 was discussed in depth. It is unclear as to who paragraph five is referring to. Sandie Deutsch will research this with an HR professional and clarification will be made at the next Department Executive Committee meeting.

NEC Shirley Frederick came forward with her report. She stated that National Secretary Dubbie Buckler has been appointed to the US Department of Veterans Affairs, Veterans Family Care Giving and Survivor Advisory Committee. This is chaired by former Senator Elizabeth Dole. Shirley stated that the ALA Foundation has grants available. Information is on the National Headquarters website. Shirley stated that the Mission Training in Minnesota was successful. The next NEC meeting will be held in Indianapolis in February.

An item that had been tabled from the August meeting regarding the raising of Department Membership dues was brought back to the floor. The Department will not be able to raise dues until the 2019 membership year as it must go to the Convention body in July to vote on. Finance has already made the recommendation to raise the Department dues by \$3.00 effective the 2019 membership year. Finance is looking for the Department Executive Committee's support for this resolution. It was stated that the membership will be more apt to agree with this when it has the support of both the Finance and Executive Committee.

President Donna asked for feedback on the annual Gift Exchange between members of the Department Executive Committee. After extensive discussion a motion was made by Shirley Frederick to continue with the same way we have always done with the name drawing. The motion was seconded and carried. If you decide not to participate in the drawing please let

Sandie Deutsch know and she will remove your name from the drawing. There is a limit of \$20.00 for the gift exchange. Gifts will be exchanged at the March DEC.

Sandie Deutsch will get with Carol Kottom to write resolutions regarding the Minnesota Creative Arts dispersal of funds and also the Washington Conference attendees receiving monies to attend the Washington Conference. If members that would qualify to go according to the existing Standing Rules decide not to go, the Department Office would not fund this. All three for this year, Donna Arends, Jean Walker and Mary Hendrickson stated that they will not be attending. The NEC will also not be attending. A motion was made by Jean Walker, was seconded and carried that there will be no attendees from the Auxiliary attending the Washington Conference this year.

Sandy Fredrickson was called upon by President Donna to give an update on Strategic Planning. Sandy stated that the committee had a meeting in the morning. Sandy announced that the cookbooks are in and will be sold at Fall Conference. Almost 700 recipes had to be pulled because of the tremendous response of recipes. The bracelet sales have been great and they are almost gone. Sandy encouraged everyone to go to the website and read up on all of the goals. Sandy asked if it would be okay with the Committee that she could raffle off a set of homemade dish towels to raise funds rather than put them in the silent auction. As the Strategic Committee already has permission to solicit funds, a motion is not necessary. Cheryl Nymann made a motion to have the 5 Strategic Plan Goal updates put on the Department website, was seconded and carried.

Donna asked the Executive Committee to make a decision on small Poppy prices. Sandie Deutsch had made the recommendation to have all small poppies priced at \$20.00 per 100 poppies. This would be in effect the 2018/2019 year. Jean made a motion to accept this recommendation, was seconded and carried.

Donna asked if there was any additional information to come forward. Mary Hendrickson stated that after attending the Publications Board Meeting an agreement with Al Zdon was made that any Auxiliary member with an email address could receive the monthly Legionnaire free via email. Sandie Deutsch has received the program from The Legion and offered to input all of the existing email addresses of our members in the near future.

Anna Eells asked if the Districts are supposed to be submitting articles for the Legionnaire as instructed at the August meeting. So far there haven't been any articles submitted. Districts should be submitting these articles. Articles need to be submitted to the Department Office and they will be forwarded to Al Zdon. The first articles need to be to Sandie by the 15<sup>th</sup> of the month prior to the publication month.

Sandie Deutsch went through announcements and after a closing prayer by Jean Walker, there being no further business President Donna called for a motion to adjourn. A motion was made by Cheryl Nymann, seconded and carried.

Sandie Deutsch, Department Executive Secretary

