

# NOTICE OF CHANGE IN 2017-2018 MANDATORY DUES

Due to a calculation error all 2017-2018 Mandatory Dues were sent out with the incorrect amount for the National Convention Fund. PLEASE DOUBLE THE AMOUNT OWED FOR NATIONAL CONVENTION WHEN SUBMITTING 2017-2018 MANDATORY DUES.

*Example: If the amount owed for the National Convention Fund on your Mandatory Dues shows \$24.00 please submit \$48.00*

For Units that send in the Mandatory Dues with the incorrect amount for the National Convention you will be invoiced. PLEASE NOTE ALL MANDATORY DUES MUST BE PAID 30 DAYS PRIOR TO 2018 CONVENTION TO BE ELIGIBLE FOR VOTING PRIVILEGES AT CONVENTION



## American Legion Auxiliary

Department of Michigan

212 N. Verlinden Ave., Ste. B • Lansing, MI 48915

Phone: 517-267-8809 • Fax: 517-371-3698  
info@michalaux.org • www.michalaux.org

Denise – Ext. 21

Heather Ext 19



### AUGUST, 2017

This is a Unit mailing. The information contained in this packet is information that needs to be heard by ALL of your Unit members. Whoever is designated to receive this packet in the mail should be reviewing the contents and make sure the program information gets to your Chairmen and the general information shared at your meetings and in your newsletters. If there are requests for information, please note the due dates to submit the information. Thank you!

#### FALL CONFERENCE

Holiday Inn, Muskegon, Michigan  
September 22-23, 2017

We understand the cost of attending conferences is expensive. However, the information provided and the sharing of ideas and experiences far outweighs the cost. Units need to have a representative at each of our meetings but Fall Conference in particular because we review the programs, the reporting process and the award process and lots of other things you need to know. It is your chance to get to hear how other Units work. If your Unit members can't afford it, perhaps a fund raiser can help send them so your Unit can receive the information provided when they get back.

You must make your hotel reservation by Sept 6th to get the American Legion discount. The registration information is included in this packet.

#### MANDATORY DUES

In a separate mailing, you should have received your invoice (hot pink, can't miss it) for this year's mandatory dues. They are based on the number of senior members you had as of June 30, 2017. These dues are for the 2017-18 fiscal year and are due upon receipt.

Keep in mind, if your Unit has not paid them by May 22, 2018, your Unit will lose voting privileges at Department Convention

#### FALL CONFERENCE AGENDA

9-22-17-1:00 p.m DEC Meeting  
9-22-17-7:00 p.m. Opening  
9-23-17- 9:00 a.m. Learning our Programs  
9-23-17-Evening Events to be Announced

#### UNIT SUPPLIES

A revised order form is included. The form is also available on our website. As approved at Convention, we are now going to be sending you a bill to cover the cost of shipping.

You can avoid the shipping charges if you pick up supplies at Fall Conference, Winter Conference and Department Convention.

#### MEMBERSHIP

A "Goose Egg" Unit is one that has zero paid members for the year. Your District will be entered to receive an award if it has no goose egg Units by Fall Conference (Sept 22).

By September, you should have received dues from at least one member. Get the dues into Department! Don't be a Goose Egg Unit!

#### MEMBERSHIP GOALS

In the Mandatory Dues envelope was your Unit Goal sheet for 2017-18 year. If you meet that goal by May 22, 2018, you will be eligible for awards at Convention. Get on your mark, get set...GO GET 'EM!

#### DEPARTMENT NEWS

Heather Wilcox, our current membership clerk, has opted to work part time. She will be in the office mostly Tuesday, Wednesday and Thursdays.

We are currently searching for a full time employee and will let you know when we find one. In the meantime, please be patient!

## MEMBER RESPECT

From President Deanna Cortright

One word you will hear from me all year is respect.

Our Department is losing members way too fast. Part of the problem is that many of our new members don't stay. There are many reasons that they leave but some of them are as follows:

1. They don't feel like a part of the organization
2. No one explains the programs to them
3. Members are rude to them
4. No one listens to their input or ideas
5. We come across as not having fun

I like to think that we are a wonderful, serious and fun organization. We manage to run fantastic programs to help our veterans, children and families. Most of us like to have fun while helping them. If you see someone that does not appear to be having fun doing our work, please approach them and talk to them. Ignoring our members will drive them away quicker than anything.

None of us like absolutely everyone we meet. However, we cannot retain current members or get new ones if we are rude to them. EVERY member is valuable and has something to offer the unit. We don't always have to agree with everyone or like a suggestion they make. However, we should always consider their ideas and what they have to offer. Remember, just because you didn't think of it, it might still be a good idea.

Never use the old statement, "We have always done it that way". Changes are often good and, because they are new, they might have a new insight into what might work. Many of us have been doing fundraisers, dinners, etc so long that we have a hard time coming up with something new. Without change we can make no progress.

PLEASE, PLEASE, PLEASE treat each other with respect and civility. Let's work together to build our organization and make it totally irresistible to all eligible members. We can do this and make the Units in the Department of Michigan stronger than any others in the entire organization.

I know we can do this!!!

939 Third Street Muskegon, MI 49440  
Front Desk: 231-722-0100 x3



**Holiday Inn®**  
& CONFERENCE CENTER  
DOWNTOWN MUSKEGON

## Department Fall Conference 2017

Group rates will be valid: 3 days before and after of the convention dates of

**September 21<sup>st</sup>, 22<sup>nd</sup>, 23<sup>rd</sup> 2017**

Rates: Single King Room (3 max per room): \$99.99

Double Queen Room (5 max per room): \$99.99

\* Rates are subject to applicable sales and hotel taxes, currently 11%.

**All reservations must be made on or before September 6, 2017** to receive group discount. Reservations made after this date will be subject to prevailing hotel rate and availability.

### Reservation Information

\* Hotel cannot guarantee that group rooms will be located near each other

\* Check in times is 3:00pm; Check out time is 11:00am

\* Reservations may be cancelled 24 hours in advance without penalty

\* For direct reservations please call our front desk 231-722-0100 and reference American Legion Conference

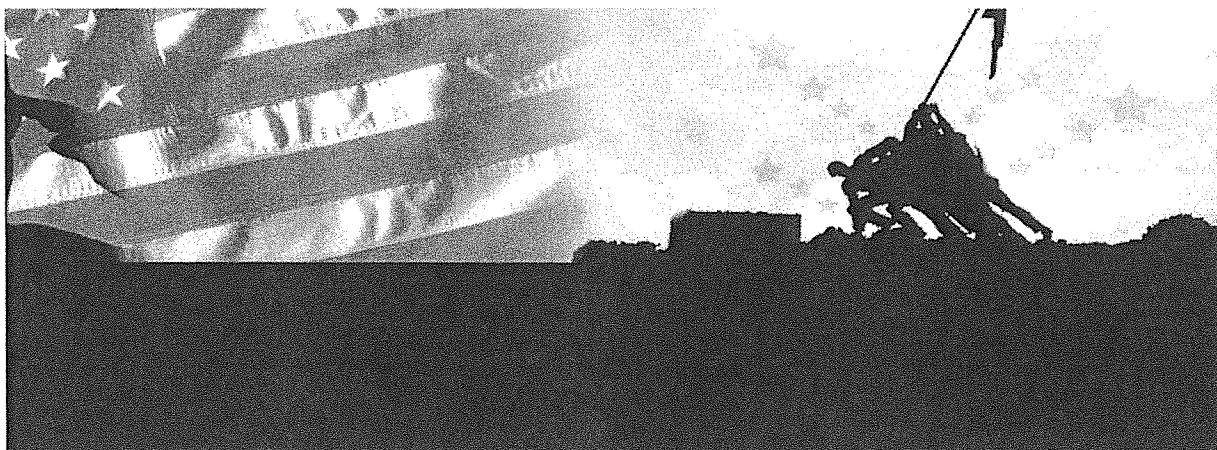
**Meeting Registration:** Registration badges are required for attendance at all meetings.

**Send \$15 Registration (Per Person), made payable to:**

American Legion Post 9, P.O. Box 4186, Muskegon Heights MI 49444

Last Name	First Name	Legion/Aux/SAL	Post/Unit/Squadron





ATTN: MEMBERSHIP CHAIR PERSONS

When entering new 2018 members into the ALA MIS system, please use the join date of 9/1/2017

If you have entered and submitted new members for 2018 into the Department please contact Heather ASAP at 517-267-8809 x 19 or [membership@michalaux.org](mailto:membership@michalaux.org)

Thank you for all of your assistance,

Heather

Membership Clerk



## American Legion Auxiliary

Department of Michigan

517-267-8809 Ext 19

Effective Date: July 1, 2017 (Please discard all previous order forms)

Quantity	Description	Price	Total
	Assorted Patriotic Songs.....	\$1.00	
	Certificate of Initiation #333.112 .....	\$1.25	
	Certificate of Appreciation #333.100 .....	\$1.25	
	Certificate of Appreciation, Girls State #333.113 .....	\$1.25	
	Certificate of Commendation #733.117 .....	\$1.50	
	Certificate of Community Service #333.108 .....	\$1.50	
	Certificate of Continuous Membership (5-80 Years, please Specify) #333.111.....	\$1.00	
	Certificate of Life Member #333.116.....	\$1.25	
	Certificate of Participation #333.101 .....	\$1.25	
	Certificate of Participation, Junior Activities #333.107.....	\$1.25	
	Certificate, Poppy "In Recognition Of" #333.120.....	\$1.25	
	Chaplain's Prayer Manual #355.111.....	\$3.75	
	Citation, Blank (Printed Emblem) #333.007.....	\$1.25	
	Citation For Meritorious Service #333.115.....	\$1.25	
	Certificate, Scholarship Award #333.104 .....	\$1.25	
	Coloring Book-- Halloween-#355.300E.....	\$1.00	
	Coloring and Activity Book- World Geography #755.303.....	\$1.00	
	Comic Book--Bullying Prevention #755.305.....	\$1.00	
	Comic Book--Light of Liberty #755.301.....	\$1.00	
	Comic Book--Our Country's Flag #755.300.....	\$1.00	
	Comic Book--Our Country's Veterans #755.304.....	\$1.00	
	Comic Book--Pledge of Allegiance #755.302 .....	\$1.00	
	Constitution & Bylaws, Department (revised 2017).....	\$3.50	
	Constitution & Bylaws, National (revised 2014) #355.202.....	\$3.75	
	DEPARTMENT--Guides.....	\$5.00	
	Early Bird Stickers (1 sheet).....	\$0.75	
	Flag Code Sheets #155.201 .....	\$0.25	
	Guards, Continuous Years of Membership (5-80 yrs, specify) #315.151 .....	\$8.50	
	Guide for Volunteers in Rehabilitation #355.217 .....	\$2.50	
	Junior Attachment for Membership Pins #315.110 .....	\$8.50	
	"Let's Be Right on Flag Etiquette" (Legion) #755.200.....	\$1.25	
	Membership Cards (Blank) 8 per sheet.....	\$1.00	
	Membership Pins, Blue Star #315.101 .....	\$7.25	
	NATIONAL--Unit Guide Book (2014) #355.200 .....	\$12.00	
	Parliamentary Procedure #755.203 .....	\$2.00	
	Poly Decal, American Legion Auxiliary, 3" #350.003 .....	\$2.00	
	Poly Decal, American Legion Auxiliary, 6" #350.006 .....	\$2.50	
	Poly Decal, American Legion Auxiliary, 12" #350.012.....	\$7.25	
	Poppy Lapel Streamers (1 Dozen) #320.111D.....	\$7.25	
	Poppy Stamps #350.130.....	\$1.25	
	Poppy Window Decal (Static-cling vinyl) #350.207 .....	\$3.75	
	Preamble to the Constitution of the American Legion Auxiliary #333.130 .....	\$2.00	
	Ribbon Carrier #414.100 .....	\$6.00	
	Seals, Gold Foil, American Legion Auxiliary, 3/4" #350.030 .....	\$0.25	
	Seals, Gold Foil, American Legion Auxiliary, 1 1/4" #350.031 .....	\$0.75	
	Seals, Gold Foil, American Legion Auxiliary, 2 1/2" #350.032 .....	\$0.75	
	Secretary's Minute Book (with 65 pages and hard cover) #345.100 .....	\$34.75	
	Secretary's Minute Book Refill Sheets #345.100A (10 Sheets).....	\$3.50	
	Treasurer's Book (with 60 pages and hard cover) #345.101 .....	\$48.00	
	Treasurer's Book refill sheets #345.101D (10 Sheets).....	\$3.75	
	Warrant (Receipt) Books.....	\$1.00	
	Treasurer's Book Cash Balance& Bank Statement Refill (6 Sheets).....	\$3.75	

**WE RESERVE THE RIGHT TO LIMIT QUANTITIES**

American Legion Auxiliary..At A Glance .....	FREE
American Legion Auxiliary..Family.....	FREE
Certificate of Achievement (Junior members becoming 6 yrs of age).....	FREE
Certificate-Junior to Senior.....	FREE
Deceased/Duplicate Forms .....	FREE
Dues are Due Statements.....	FREE
Girls State Brochure .....	FREE
Junior Activities Brochure .....	FREE
Member Benefit Flyer .....	FREE
Member Data Form (Name/address/cont. years corrections and transfers) .....	FREE
Membership Applications .....	FREE
Memorial Contribution Forms .....	FREE
Michigan Membership Brochure "Dolls & Bears Together for Our Veterans".....	FREE
New Member Kit.....	FREE
PUFL Application .....	FREE
Theme Song, Auxiliary, "For God & Country" & "To the Auxiliary".....	FREE
Theme Song, Girls State "Here's to Girls State" .....	FREE
Transmittal Sheets, Units .....	FREE
Scholarship Opportunities Brochure.....	FREE
Emergency Fund Brochure.....	FREE
Legislative Advocacy Guide.....	FREE
ALA Foundation Brochure.....	FREE
Planned Giving Guide.....	FREE

**Total Purchases .....**

**\$** \_\_\_\_\_

**Please send this amount with this order form, payable to ALA Dept of MI**

Ship to:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Unit # \_\_\_\_\_

City, State & Zip \_\_\_\_\_

**Send completed order form with payment to:**

**ALA Department of Michigan**

**212 N Verlinden Ave., Suite B, Lansing, MI 48915**

**Please Allow 2 Weeks for Delivery**

**NOTE: Effective 6/24/17, Department will be billing you for shipping when we send your order to you.**

**Please send a check for the amount listed below.**

**Shipping Charges Due to Department - Please pay upon receipt**

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## AMERICAN LEGION AUXILIARY DEPARTMENT OF MICHIGAN

TO: Units in the FIFTH, SEVENTH, NINTH, AND NINETEENTH Districts

RE: CHRISTMAS GIFT SHOP 2017  
GRAND RAPIDS HOME FOR VETERANS

We thank all the Units in the 5<sup>th</sup>, 7<sup>th</sup>, 9<sup>th</sup>, and 19<sup>th</sup> Districts for their generous donations in the past to the Christmas Gift Shop at the Grand Rapids Home for Veterans. We couldn't have done it without the gifts and money you provided.

After the 2016 Gift Shop, we had some inventory left to use for the following year. Also, many of the items are being used throughout the year to help our veterans with their needs. Listed below are some things that we could use for the Gift Shop. Also shown are certain items that we have a sufficient amount for 2017. We appreciate the gifts and gift cards you have provided in the past. These are just some additional suggestions when purchasing gifts for GRHV.

### We have a need for

- Men's Watches (pull stem out so the battery doesn't wear down)
- Blankets – Full size (no throws)
- Women's Robes (not PJ's)
- Men's Lounge Pants (sizes L, XL, 2X)
- Neck Pillows
- Gift Cards: Applebee's, Chili's, Panera

### Not Needed

- Men's socks (white) and underwear
- Toys or any children items
- Men and Women Gift/Cologne Sets
- Women Sweat Shirts
- Bath Towel sets
- Kitchen Towel Sets
- Throws
- No clothing (other than listed above)
- Gift Cards: McDonalds, Tim Horton, Coldstone, Subway, I Tunes

Again, thank you for all you have done for the Grand Rapids Home for Veterans.

Sarah Brooks, Hospital Representative  
Grand Rapids Home for Veterans  
701 Prince St. S.E.  
Grand Rapids, MI 49507-1241  
Phone: (616) 243-3520



THE GIFTS SHOULD BE LIGHTWEIGHT AND SMALL. IF IT IS NECESSARY TO MAIL THE GIFTS, THIS WILL HELP SAVE ON POSTAGE.

**SOME GIFT SUGGESTIONS:**

**ALL**

Gifts Cards in amounts of \$10.00 (**NO MORE**) are always popular, especially for those members who don't know what to select for their family. See attached memo for some suggestions. **NO CHILDREN'S GIFTS REQUIRED THIS YEAR.**

**WOMEN & TEENAGE GIRLS:**

Hat/gloves and/or scarf sets, blankets (no throws), wallets (leather), radios. See attached memo for some suggestions  
**NO WOMEN'S CLOTHING**

**MEN & TEENAGE BOYS:**

Sweatshirts (sizes large, extra large, and 2X), flashlights, wallets (leather), watches, radios, travel sets (plastic containers only)

**SOME IMPORTANT DO'S AND DON'TS**

**DO**

1. Do be on time, both in sending your gifts and reporting to work at the Gift Shop.
2. Do be sure you list the retail value of the gifts donated.

**DON'T**

1. Do not send any glassware or breakable items.
2. Do not send razors, scissors, pocket knives, or any sharp instruments.
3. Do not send hand made items.
4. Do not send articles valued at less than \$7.00.
5. Do not send candy, house slippers, pajamas or nightgowns, any women's clothing, puzzles, books, stationary, women's jewelry, purses, handkerchiefs, and **NO GIFT BOXES.**
6. Do not send Christmas decorations.
7. Consider size and weight when selecting items (costly to mail).

Purchase of these gifts is the responsibility of the UNIT. However, in an **EMERGENCY** situation only, if a Unit is unable to shop, the Hospital Representative will shop for you, **PROVIDING** funds are sent to Department by **OCTOBER 15.** ALL MONIES ARE TO GO TO DEPARTMENT CLEARLY MARKED FOR THE GRAND RAPIDS HOME FOR VETERANS CHRISTMAS GIFT SHOP.

**GIFT SHOP HOURS ARE 8:30 A.M. TO 3:00 P.M.**

Workers are asked to specify which day(s) they can work and give that information to Sarah Brooks by phone or mail (home address and phone listed below) no later than NOVEMBER 21. Please arrive at the Home by 8:00 A.M. Your help can be used anytime that is convenient for you. However, help is especially needed on Wednesday and Thursday.

Sarah Brooks, Hospital Representative  
Grand Rapids Home for Veterans  
701 Prince St. S.E.  
Grand Rapids, MI 49507-1241  
Phone: (616) 243-3520



## AMERICAN LEGION AUXILIARY DEPARTMENT OF MICHIGAN

### IMPORTANT -- PLEASE READ ENTIRE BULLETIN

TO: UNIT REHABILITATION CHAIRMEN

RE: CHRISTMAS GIFT SHOP – GRAND RAPIDS HOME FOR VETERANS

DATES: Tuesday, November 28, 2017  
Wednesday, November 20, 2017  
Thursday, November 30, 2017

WORKERS: From the FIFTH, SEVENTH, NINTH, AND NINETEENTH Districts

GIFTS: To be supplied by the Units in the 5<sup>th</sup>, 7<sup>th</sup>, 9<sup>th</sup>, and 19<sup>th</sup> Districts.  
Boxes must be delivered to the Home no later than November 11, 2017.  
**NO WEEKEND DELIVERIES. WHEN DELIVERING IN PERSON, PLEASE SEAL BOX AS IF FOR MAILING. MAKE SURE "GIFT SHOP AND UNIT NUMBER" ARE MARKED ON THE OUTSIDE OF EVERY BOX AND ADDRESS AS FOLLOWS:**

Grand Rapids Home for Veterans  
American Legion Auxiliary Gift Shop  
Attention: Sarah Brooks, Hospital Representative  
3000 Monroe Ave. N.W.  
Grand Rapids, MI 49505

### PLEASE READ CAREFULLY

Enclose the WHITE copy of the packing list in the box. If more than one box is sent, mark boxes 1 of 3, 2 of 3, etc. Additional copies should be sent as follows:

YELLOW goes to your DISTRICT VA&R Chairman  
PINK for the Unit files.

If you want a confirmation of receipt, you MUST enclose a self-addressed, stamped postcard or envelope with your gifts for acknowledgment from the Hospital Representative.

Purchase of these gifts is the UNIT'S responsibility. Each Unit is asked to supply the following gifts according to their membership. **PLEASE NOTE:** This is not mandatory; it is a guide and Units are asked to give according to their ability.

<u>Membership</u>	<u>Suggested Number of Gifts</u>	
10-25	10	6 women, 4 men
26-50	12	7 women, 5 men
51-75	14	8 women, 6 men
76-100	16	10 women, 6 men
101-125	18	12 women, 6 men
126-150	20	13 women, 7 men
151-175	22	14 women, 8 men
176-225	24	15 women, 9 men
226-275	28	18 women, 10 men

<u>Membership</u>	<u>Suggested Number of Gifts</u>
276-325	32 20 women, 12 men
326-375	36 24 women, 12 men
376-425	38 25 women, 13 men
426-475	42 28 women, 14 men
476-550	47 32 women, 15 men
551-625	52 34 women, 18 men
626-700	57 37 women, 20 men
701+	62 40 women, 22 men

(No children items are needed at this time.)

MONTH	DATE	EVENT
APRIL 2018	1	Mother's Day Cards due to Sarah Brooks
	4	Service Cart – McLeish Building
	11	Ladies Bingo
	19	Fifth District Thursday Night Bingo
	TBD	Distribute Mother's Day Cards
	25	Service Cart – Mann and Rankin Buildings
MAY 2018	2	Service Cart – McLeish Building
	9	Ladies Bingo
	17	Fifth District Thursday Night Bingo
	23	Service Cart – Mann and Rankin Buildings
JUNE 2018	2	Fifth District Cook-Out (tentative)
	6	Service Cart – McLeish Building
	13	Ladies Bingo
	21	Fifth District Thursday Night Bingo
	27	Service Cart – Mann and Rankin Buildings
JULY 2018	4	Service Cart – McLeish Building (tentative)
	11	Ladies Bingo
	19	Fifth District Thursday Night Bingo
	25	Service Cart – Mann and Rankin Buildings
	28	Carnival
AUGUST 2018	1	Service Cart – McLeish Building
	8	Ladies Bingo
	16	Fifth District Thursday Night Bingo
	22	Service Cart – Mann and Rankin Buildings

Sarah Brooks, Hospital Representative  
Grand Rapids Home for Veterans  
701 Prince St. S.E.  
Grand Rapids, MI 49507-1241  
Phone: (616) 243-3520

Service Cart and Ladies Bingo – arrive 1:00 p.m. – Main dining room  
Thursday Night Bingo – arrive 6:00 p.m. – All Purpose Room  
Other events – check with Sarah Brooks

**AMERICAN LEGION AUXILIARY  
DEPARTMENT OF MICHIGAN**

TO: UNIT and DISTRICT VETERANS AFFAIRS AND REHABILITATION CHAIRMEN  
IN THE FIFTH AND NINTH DISTRICTS

**RE: MOTHER'S DAY PROGRAM FOR 2018**

The Mother's Day program is for the residents of the Grand Rapids Home for Veterans. EACH UNIT is requested to send TEN (10) cards, with postage for mailing, or the money to purchase ten cards and stamps. (See options below.)

<b>PLEASE READ VERY CAREFULLY</b>
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**IF SENDING MONEY (Preferred Method):**

For the convenience of the Units, you have the option of sending money, and the cards and stamps will be purchased for you. If you wish to use this method, please send \$1.50 to cover each card with postage (payable to Sarah Brooks) and mail to Sarah at the address below.

**IF PURCHASING CARDS**

- Purchase GENERAL Mother's Day Cards that say "Happy Mother's Day." Do not send cards that mention a relative, such as Mother, Grandmother, Aunt, Sister, etc.
- DO NOT PUT THE POSTAGE ON THE ENVELOPES. Send the stamps loose and we will put the postage on the cards when they are distributed to the residents.

Send your donations to Sarah Brooks no later than April 1, 2018. If you want acknowledgement of the receipt of the cards or donations, you **MUST** enclose a self-addressed, stamped postcard. Please include your Unit name and number, as well as District.

**WE DO NOT HAVE A FATHER'S DAY PROGRAM AT THE GR HOME FOR VETERANS.**  
**PLEASE DO NOT SEND FATHER'S DAY CARDS.**

Sarah Brooks, Hospital Representative  
Grand Rapids Home for Veterans  
701 Prince St. S.E.,  
Grand Rapids, MI 49507-1241  
(616) 243-3520



# GRAND RAPIDS HOME FOR VETERANS

## PROJECTS FOR 2017-2018

### ONGOING PROJECTS

- |    |                      |  |
|----|----------------------|--|
| 1) | Service Cart         | 1 <sup>st</sup> and 4 <sup>th</sup> Wednesdays of each month |
| 2) | Ladies Bingo         | 2 <sup>nd</sup> Wednesday of each month                      |
| 3) | Thursday Night Bingo | 3 <sup>rd</sup> Thursday of each month                       |

### SPECIAL PROJECTS

- |    |  |  |
|----|--|--|
| 1) | Blanket Drive for Grand Rapids Homeless Veterans in outside shelters | October 2017   |
| 2) | Hats, mittens, gloves and scarves for the members                    | September-October 2017   |
| 3) | Luncheon for the Women Veterans and Widows                           | November 3, 2017   |
| 4) | Christmas Gift Shop  | Nov. 28-29-30, 2017  |
| 5) | Mother's Day Program   | Receive cards or donations by April 1, 2018<br>Distribute April ____, 2018 |
| 6) | Cook Out in the Pavilion   | June 2, 2018 (tentative)   |
| 7) | Carnival   | July 28, 2018  |

Sarah Brooks, Hospital Representative  
Pamela McVeigh, 1<sup>st</sup> Deputy  
Judy Jones, 2<sup>nd</sup> Deputy  
Dorothy McCarthy, 3<sup>rd</sup> Deputy

<p><b>IT IS IMPORTANT THAT YOU SHARE THIS INFORMATION WITH YOUR UNITS</b></p>
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CALENDAR OF EVENTS FOR 2017-2018

GRAND RAPIDS HOME FOR VETERANS  
Sarah Brooks, Hospital Representative

MONTH	DATE	EVENT
SEPTEMBER 2017	6	Service Cart – McLeish Building
	13	Ladies Bingo
	21	Fifth District Thursday Night Bingo
	27	Service Cart – Mann and Rankin Buildings
OCTOBER 2017	4	Service Cart – McLeish Building
	11	Ladies Bingo
	19	Fifth District Thursday Night Bingo
	25	Service Cart – Mann and Rankin Buildings
NOVEMBER 2017	1	Service Cart – McLeish Building
	3	Luncheon Honoring Women Veterans
	8	Ladies Bingo
	16	Fifth District Thursday Night Bingo
	22	Service Cart – Mann and Rankin Buildings
	28-29-30	Christmas Gift Shop
DECEMBER 2017	- - -	No Service Cart or Ladies Bingo in December
	21	Fifth District Thursday Night Bingo
JANUARY 2018	3	Service Cart – McLeish Building
	10	Ladies Bingo
	18	Fifth District Thursday Night Bingo
	24	Service Cart – Mann and Rankin Buildings
FEBRUARY 2018	7	Service Cart – McLeish Building
	14	Ladies Bingo
	15	Fifth District Thursday Night Bingo
	28	Service Cart – Mann and Rankin Buildings
MARCH 2018	7	Service Cart – McLeish Building
	14	Ladies Bingo
	15	Fifth District Thursday Night Bingo
	28	Service Cart – Mann and Rankin Buildings

# VA Ann Arbor Current Needs—July 2017

## Magazine Subscriptions

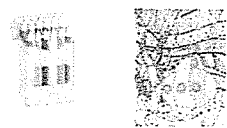
Donated magazines can give Veterans, friends, and family members of Veterans a few moments respite. They provide a temporary distraction from the stress of the hospital setting. Please consider donating current magazine subscriptions to VA Ann Arbor Healthcare System. Should you decide to donate a subscription, please contact us so we can acknowledge your donation.

The Community Living Center (CLC) and Acute Inpatient Mental Health (AIMH) have requested sweat pants (no strings), sweat shirts, shorts (knee-length) and colored T-shirts for their residents. Sizes needed are M, L, XL, 2X, 3X, 4X, and 5X. Items may be purchased and delivered to Voluntary Service or monetary donations may be accepted.



Coffee—Cans of regular coffee are needed to support our outpatient and inpatient coffee program. Donations may also be made to GPF 4223.

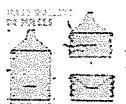
Adult coloring books and colored pencils for inpatients on the AIMH Unit.



## Snack Kits:

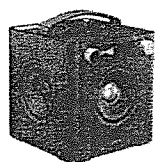
Items listed below are placed in a plastic bag (self-sealing) and given to Veterans in need:

- Roll of lifesavers (or other hard candy – non-melting)
- Rice Krispies bar (or granola bar, etc.)
- Plastic utensils (knife, fork, spoon with napkin)
- Ritz Snack Mix (Cheddar) (or other trail mix, etc.)
- Easy open can of fish steaks (or tuna, canned meat, etc.)



Requesting donations of various crafts for *Veterans' enjoyment (i.e. models, leather crafts, paint by number, etc.)*

Men's white t-shirts and boxers Sizes: Medium through 3XL are needed. Also: White Socks



BINGO									
4	27	32	55	73					
15	25	41	58	75					
8	26	Q	59	70					
7	22	33	54	62					
13	17	43	48	67					

Our Community Living Center (CLC) needs a speaker system with a microphone or a karaoke machine for use during bingo.

**Thank you for your support and generosity.**

If you have any questions or would like to purchase any of these items, please contact Voluntary Service at (734) 845-3467

**With your backing, we can  
create a solution that supports  
local veterans, builds  
community, and produces  
affordable, quality products.**

*Bringing veterans and civilians  
together to maximize community  
well-being by creating an environment  
of resilience through localized,  
sustainable, community-supported  
production.*

You may also support our mission by purchasing  
the veteran made leather products we offer at:  
**[www.PingreeDetroit.com](http://www.PingreeDetroit.com)** this summer!



6438 Woodward Ave  
Detroit, MI 48202  
313.757.0291

There are nearly 50,000  
homeless veterans in the  
streets today.

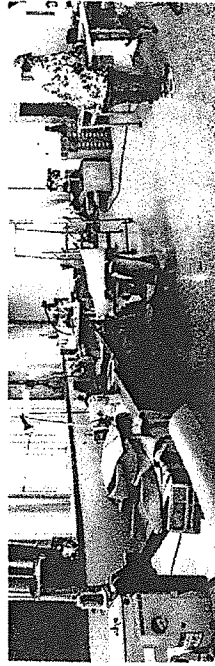
**We don't think that's  
acceptable.**



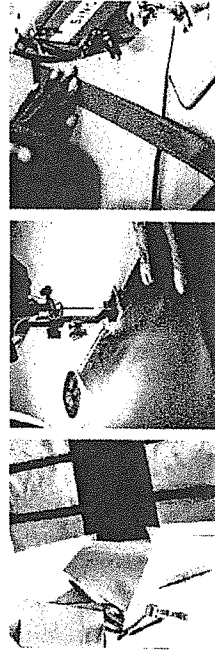
## Transforming Lives of Veterans

We are a team of veterans and civilians dedicated to working alongside Detroit's veterans to help them regain their sense of purpose, secure financial, emotional and physical well-being, and cultivate an environment of resilience at the neighborhood level.

Pingree Detroit creates living-wage work for veterans overcoming homelessness while teaching them a skilled trade, putting them on a pathway to worker ownership, and producing stylish, high-quality backpacks, footwear, and other gear using reclaimed leather from the Detroit auto industry.



*a company with core principals  
rooted in history*



*a product as tough as the  
crafter that made it.*

## Every gift supports veterans

We are working through a Detroit non-profit to enable us to leverage tax deductible donations as we pursue our own 501(C)(3), to implement our pilot project that will get dozens of veterans overcoming homelessness making a living wage.

**\$10:** Provides materials, tools, and a 3 hour training in leather crafting for 1 veteran in a local shelter.

**\$25:** Funds 1 session of financial literacy classes for a veteran on our team.

**\$50:** Covers the cost for 2 veterans to participate in 3 alternative therapy sessions including 1 recovery infused yoga class, 1 music therapy practice, and float tank therapy.

**\$100:** Produces and distributes 20 leather "Pingree Pocket Resource and Support Guides" to veterans in need.

Checks may be made out to our 501(C)(3) sponsor, "Center for Community Based Enterprises" with the subject line, "For support of Pingree Detroit". And may be sent to Pingree Detroit, 6438 Woodward Ave Detroit, MI 48202.

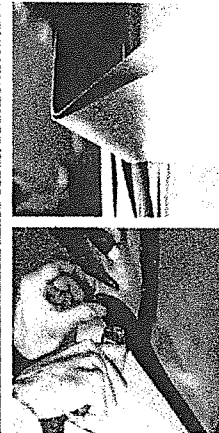
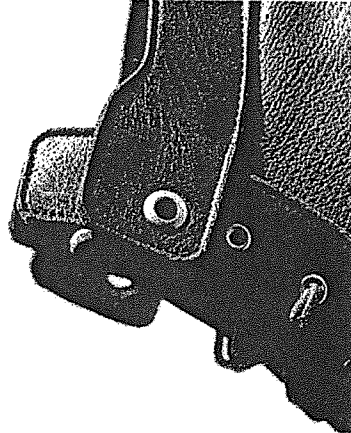
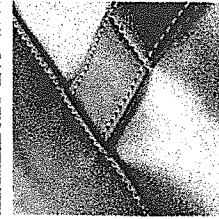
## Our Plan of Attack

We connect our veteran workforce and the veterans in our community to comprehensive services and employment that aid them in getting back on their feet and contributing to Detroit's come-back story. Some of our 2017 commitments include:

*Provide educational and recreational access to  
alternative therapy for 25 veterans*

*Facilitate veteran-to-veteran peer mentoring and  
coaching for our entire team, and veterans in our  
area of operation*

*Offer free training opportunities in leather crafting  
and industrial sewing for 50 veterans*

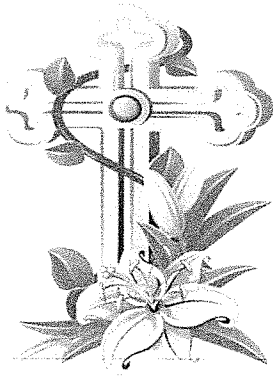


## Will you work alongside us?

While there are organizations that serve this population, a large gap exists between the provision of these Veterans' basic needs and the mechanisms needed to help them to become independent, self-sustaining and fulfilled. Pingree works in the trenches with veterans on our team and in our community to not just help them survive, but to thrive.

We intentionally moved our boot and leather workshop to a neighborhood off Woodward Ave. in Detroit so we could meet veterans in need where they are at. We are 1 block away from a veteran's shelter which houses 45 veterans in transition, and 4 blocks away from another veteran's house that provides subsidized housing to 150 veterans.

*a community working together  
to solve a serious problem*



## DECEASED MEMBER NOTIFICATION

Unit Chaplains,

We are continuing our "IN MEMORY" notification of deceased members in our monthly Department Newsletter. If you would like your Unit's deceased members listed, complete this form as soon as possible. Send the completed form to me at the address noted at the bottom of the page. Please **PRINT**, in order to eliminate spelling errors.

A data form **MUST** still be sent to Department headquarters for membership records.

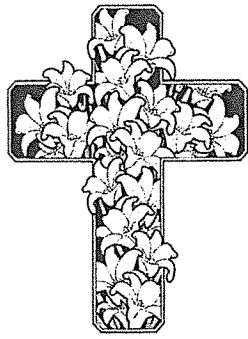
Name of Deceased Member (PRINT) \_\_\_\_\_

Date of Death \_\_\_\_\_ District \_\_\_\_\_

Unit Name and Number \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Mail to: Mary Dubay  
922 Huntington  
Mt Clemens, MI 48043



## MEMORY GARDENS

2017-2018

MARY DUBAY, CHAPLAIN

Past Dept. President Judy Gregory	District 2	Unit 557	07/13/2017
Ruth Ann Hewitt	District 2	Unit 282	02/22/2017
Ellen M. Thumma	District 5	Unit 028	06/03/2017
Mary Ann Bebb	District 8	Unit 439	05/12/2017
Frances N. Howley	District 8	Unit 439	05/26/2017
Cheryl Placher	District 8	Unit 439	07/18/2017
Helen Sage	District 8	Unit 153	07/19/2017
Carol Sutfin	District 8	Unit 153	07/29/2017
Carol Wicklund	District 9	Unit 076	11/14/2015
Julie Payment	District 9	Unit 076	05/01/2016
Alice Moline	District 9	Unit 076	05/22/2017
Betty Howe	District 10	Unit 098	07/06/2017
Marilyn Bowers	UPAA	Unit 146	05/02/2017
Carol Blomquist	UPAA	Unit 146	04/02/2017
Betty Lois Burke	District 16	Unit 232	04/01/2016
Rachel M. Heist	District 16	Unit 232	12/24/2016
Louise Lafnear	District 18	Unit 143	07/29/2017
Myrtle Christiansen	District 19	Unit 226	01/11/2017
Lura Wells	District 19	Unit 226	02/16/2017
Edna Lawler	District 19	Unit 226	03/27/2017
Nancy Dixson	District 19	Unit 226	03/28/2017



## MEMORY GARDEN

2016 – 2017

GEORGIA DOWNS, CHAPLAIN

Merrie M. Carlson	District 2	Unit 029	04/13/2017
Doris Jean Larrow	District 2	Unit 514	05/10/2017
Marian Temes	District 2	Unit 514	03/31/2017
Natta Luce	District 2	Unit 029	05/15/2017
Karen Fletcher	District 2	Unit 029	05/10/2017
Millie Pierce-Garcia	District 4	Unit 170	09/28/2015
Doris Brady	District 4	Unit 170	06/04/2016
Joyce Thompson-Muller	District 4	Unit 170	02/18/2016
Zelma Fisher	District 4	Unit 170	12/10/2015
Sharon Darlene Mosbey	District 4	Unit 331	05/14/2017
Lorraine Schultz	District 7	Unit 566	11/20/2016
Sheryl Dobberowsky	District 7	Unit 566	11/20/2016
Valerie C. Johnston	District 7	Unit 449	06/04/2017
Kari Lynn Basney	District 8	Unit 101	03/16/2017
Bonita Spears	District 8	Unit 057	04/23/2017
Eleanor Heilmann	District 8	Unit 439	01/04/2016
Esther Bunker	UPAA	Unit 444	12/13/2016
Jeannette Dillbough	UPAA	Unit 071	10/20/2016
Myrtle P. Christiansen	District 19	Unit 226	01/11/2017
Lura E. Wells	District 19	Unit 226	02/16/2017
Betty McKenzie	District 19	Unit 226	12/24/2016
Bonnie Bellows	District 19	Unit 226	??/??/2016
Rosalyn Goldstuck	District 19	Unit 226	??/??/2016
Josie Bindi	District 19	Unit 226	??/??/2016
Edna Lawier	District 19	Unit 226	??/??/2016
Julia Bassett	District 19	Unit 122	02/03/2017

# Most popular supplies for Kindergarten

- ☐ Glue Sticks
- ☐ Facial Tissue
- ☐ Pencils, #2
- ☐ Markers
- ☐ Scissors
- ☐ Dry Erase Markers
- ☐ Erasers
- ☐ Glue Bottles
- ☐ Comp Notebook
- ☐ Binder
- ☐ Watercolor paints
- ☐ Disinfecting Wipes

# Most popular supplies for First and Second Grade

- ☐ Pocket Folders
- ☐ Crayons
- ☐ Pencils #2
- ☐ Reclosable Storage Bags
- ☐ Glue Sticks
- ☐ Facial Tissues
- ☐ Scissors
- ☐ Erasers
- ☐ Dry Erase Markers
- ☐ Markers
- ☐ Comp Notebook
- ☐ Spiral Notebook, Wide
- ☐ Rule
- ☐ Disinfecting Wipes
- ☐ Glue Bottle
- ☐ Colored Pencils
- ☐ Hand Sanitizer
- ☐ Binder
- ☐ Highlighters
- ☐ Filler Paper
- ☐ Cap Erasers
- ☐ Sticky Notes
- ☐ Ruler
- ☐ Construction Paper



## Most popular supplies for Third and Fourth Grade

- ☐ Pocket Folders
- ☐ Pencils, #2
- ☐ Facial Tissues
- ☐ Glue Sticks
- ☐ Spiral Notebooks
- ☐ Scissors
- ☐ Crayons
- ☐ Filler Paper
- ☐ Reclosable Storage Bags
- ☐ Dry Erase Markers
- ☐ Composition Notebook
- ☐ Colored Pencils
- ☐ Highlighters
- ☐ Markers
- ☐ Eraser
- ☐ Binder
- ☐ Pens
- ☐ Disinfecting Wipes
- ☐ Ruler
- ☐ Hand Sanitizer
- ☐ Glue Bottle
- ☐ Sticky Notes
- ☐ Cap Erasers
- ☐ Index Cards
- ☐ Pencil Sharpener
- ☐ Printer Paper
- ☐ Permanent Markers
- ☐ Dividers

## Most popular supplies for Fifth and Sixth Grade

- ☐ Pocket Folders
- ☐ Pencil, #2
- ☐ Pens
- ☐ Filler Paper
- ☐ Facial Tissues
- ☐ Colored Pencils
- ☐ Spiral Notebooks
- ☐ Highlighters
- ☐ Binder
- ☐ Glue Sticks
- ☐ Scissors
- ☐ Dry Erase Markers
- ☐ Markers
- ☐ Erasers
- ☐ Reclosable Storage
- ☐ Disinfecting Wipes
- ☐ Crayons
- ☐ Ruler
- ☐ Tab Index Dividers
- ☐ Index Cards
- ☐ Sticky Notes
- ☐ Pencil Sharpener
- ☐ Hand Sanitizer
- ☐ Glue Bottle
- ☐ Permanent Markers
- ☐ Calculator
- ☐ Cap Erasers
- ☐ Printer Paper
- ☐ Graph Paper



## SPREAD THE MISSION: ELEVATOR SPEECH

An elevator speech is a quick and informative way to introduce the mission of the American Legion Auxiliary (ALA) to someone unfamiliar with the organization. This is something you should be able to deliver in 20 seconds, as if you are on a short elevator ride. By the end of the elevator speech, your audience should know what the Auxiliary is about as well as how they as an individual can contribute. Invite them to a volunteer opportunity or a unit meeting. Remember that you can use this speech anywhere—it doesn't have to be in an elevator!

**To help you prepare your elevator speech and talk about the ALA in your community, ask yourself the following questions:**

- Why you are a member?
- What prompted you to join the organization initially?
- What keeps you renewing your membership (if applicable)?
- Whom do you honor with your membership?
- What projects have you done that you have found fulfilling?
- How do you spread your enthusiasm for our mission to those that you meet in the community?

### Tips

- Start by asking the audience a question to gauge their knowledge of the Auxiliary and personalize your message accordingly.
- Keep the message concise and to the point.
- Practice to make sure you are not stumbling during delivery.
- Be sure to have with you the material about the opportunity to which you are inviting them.



### Example

"I volunteer for the largest women's patriotic service organization in the world, which has served millions of hours to enhance the quality of life for veterans, military and their families. We advocate for veterans, educate our citizens, mentor youth, and promote patriotism, good citizenship, peace and security. I personally have (something you have done to support the previous statement). Would you like to come to one of our meetings or volunteer events to learn more about what we do firsthand?"



# American Legion Auxiliary Annual Impact Report



# \$1.9 BILLION

The value of American Legion Auxiliary members' mission service this year

# That's IMPACT!

## VOLUNTEER HOURS SERVING MISSION OUTREACH

Reported

**2,170,797**

Projected

**6,288,351**

## VOLUNTEER HOURS SERVING VETERANS AND COMMUNITIES

Reported

**7,390,564**

Projected

**13,374,771**

## RESOURCES RAISED & SPENT ON VETERANS, MILITARY FAMILIES

Reported

**\$23,567,560**

Projected

**\$68,291,117**

## RESOURCES RAISED & SPENT TO SUPPORT YOUTH, SCHOLARSHIPS & COMMUNITIES

Reported

**\$7,913,855**

Projected

**\$22,748,421**

2015-2016 results estimated and projected through September 1, 2016

The American Legion Auxiliary is the world's largest women's patriotic service organization, not just based on our membership, but because of the collective impact we make actively serving our timeless mission! For 96 years, our outreach programs have made a difference in neighborhoods across the country. And added together, our volunteer service impact in just one year is worth nearly \$2 billion. The impact numbers on these pages illustrate our collective mission outreach in a concise, compelling way that lets the world know who we are, what we do, and why we matter. We selflessly honor the service of our veterans

and the valued principles for which they've fought by volunteering and raising/spending nearly \$100 million in resources to support our mission. According to the Independent Sector, a coalition of charities, foundations, and corporations that publishes research important to the non-profit sector, the 2016 estimated value of one hour of volunteer service is \$23.56. This past year, based on reported and projected figures, American Legion Auxiliary members volunteered nearly 20 million hours and donated nearly \$100 million in resources delivering our mission to help veterans, military families, and communities!

# Who we are. What we do. See why we matter.

Reporting matters. Based on annually reported numbers, the impact of the American Legion Auxiliary serving our mission the past four years averages about \$2 billion a year!

Number of Departments	52
Percentage of Departments Reporting	100%
Number of Units	8,636
Percentage of Units Reporting	56%

## IMPACT MADE SERVING AMERICA'S VETERANS

Hours volunteered	5,114,000
Dollars spent	\$5,872,890
Value of in-kind donations received	\$13,069,128
Total amount of contributions made to other veterans organizations (excludes American Legion Child Welfare Foundation)	\$806,724.77
Number of veterans assisted	833,889
Number of Veterans in Community Schools presentations	3,250
Number of new Service to Veterans volunteers recruited (previously known as Home Service and Field Service, now combined into one category, "Service to Veterans")	38,420
Number of poppies or poppy items distributed	16,769,636
Dollars raised from the poppies or poppy items distributed	\$2,499,975
Number of veterans who made the poppies or poppy items for distribution	367
Total amount paid to veterans who made poppies	\$314,157

## IMPACT MADE SERVING ACTIVE-DUTY MILITARY

Hours volunteered	1,904,508
Dollars spent	\$796,454
Number of U.S. servicemembers served	195,682

## IMPACT MADE SERVING MILITARY FAMILIES

Hours volunteered	372,056
Dollars spent	\$1,014,954
Number of military families served	110,461

## IMPACT MADE THROUGH SCHOLARSHIPS

Total number of scholarships presented	2,673
Total dollar amount of all scholarships presented	\$1,084,832
Total dollar amount donated to scholarship funds throughout your department	\$399,462

## IMPACT MADE THROUGH ALA GIRLS STATE

Total number of volunteer hours spent on and at ALA Girls State	194,963
Total number of volunteers	3,853
Total expenditures for ALA Girls State	\$2,966,473

## IMPACT MADE THROUGH CHILDREN & YOUTH PROGRAMS

Number of volunteer hours served to help military and non-military children	475,338
Total dollars raised to benefit children, including military children (excludes American Legion Child Welfare Foundation)	\$2,656,360
Total dollars given in direct aid to children	\$2,330,796
Number of children served	597,030
Number of presentations about patriotism presented by Auxiliary members, such as flag etiquette and Star Spangled Kids (excludes ALA Girls State)	124,330
Number of volunteer hours presenting patriotism programs above	93,800

## IMPACT MADE THROUGH SERVICE TO OUR COMMUNITIES

Total number of hours volunteer service in community service projects not included in the paragraphs above	1,406,695
Total dollars spent on community projects not included above	\$5,360,843

*For inclusion in the 2016 ALA National Convention Guide & Annual Report, data represents actual numbers received by national committee chairmen in June, projected to reflect 12 months of reporting with 100 percent participation of units.*



THE AMERICAN LEGION AUXILIARY  
HOSPITAL DIRECTORS SPECIAL PROJECT FOR  
2017–2018

## WILWIN AT CYGNET COVE

**It is the mission of Michigan American Legion Wilwin at Cygnet Cove. to provide a premiere facility in a relaxed atmosphere and to provide the necessary therapeutic care needed, administered by licensed professionals; to utilize the property as a reconnect center for returning war veterans and their families; to provide a visitation place for all veterans to utilize on special occasions, events, or vacation; to provide a place for our youth to go to enjoy the outdoors. Make your reservation early and we hope that you enjoy your stay with us.**

**FIND US ON FACEBOOK or at [www.wilwin.org](http://www.wilwin.org)**

**Board member, Garrett Veihl phone 616-843-1864**

**SEND DONATIONS TO:**

**BONNIE HOLT,**

**598 PILGRIM DR.**

**SAGINAW, MI 48638**

**[bjhfeline@att.net](mailto:bjhfeline@att.net) cell 989 280 1189**

**THIS IS A GREAT PLACE FOR ANY VETERAN. CABINS ARE BEING BUILT AND THEY NEED TO BE FURNISHED, COST ABOUT \$2,500 EACH. PLEASE MAKE A DONATION TODAY, THANK YOU!**

## AMENDMENTS TO THE UNIT CONSTITUTION AND BYLAWS

The following changes to the Unit Constitution and Bylaws are to conform to the National Constitution and Bylaws.

### Unit Constitution:

#### Adding ARTICLE IV

#### **ARTICLE IV – UNIT OFFICERS**

There shall be a President, Vice President(s), Chaplain, Historian and Sergeant-at-arms who shall be elected not less than thirty (30) days prior to the opening of the Department Convention and who shall hold office for one (1) year or until their successors are elected. The Unit may elect or appoint the Secretary, Treasurer (Secretary-Treasurer); said decision to be governed by a Standing Rule within the Unit. She shall be a member of the Executive Committee with vote.

#### **ARTICLE V – EXECUTIVE COMMITTEE**

**SECTION 1** – The Executive Committee shall consist of the officers and three (3) additional members to be elected at the annual meeting. This committee shall hold office for one (1) year or until their successors is chosen.

**SECTION 2**- The retiring President shall be a member of the Executive Committee with vote.

#### **ARTICLE VI – AUTHORITY**

This Unit organization shall be governed by the current edition of “Robert’s Rules of Order, Newly Revised”, in all questions not governed by articles of the National Constitution, the Department Constitution and the Unit Constitution.

#### **ARTICLE VII – AMENDMENTS**

This Constitution may be amended at a Department Convention by a two-thirds ( $\frac{2}{3}$ ) vote of delegates present and voting, provided the proposed amendment be written in resolution form and has been read in the Convention at a previous

meeting before action is taken, or has been distributed to all Units in printed form at least forty-five (45) days before the annual Department Convention. Triplicate copies of proposed Resolution pertaining to the Constitution shall be in Department Headquarters not later than sixty (60) days prior to the opening of Department Convention for circulation to the Units.

## **UNIT BYLAWS:**

### **ARTICLE I – OFFICERS** now reads

**SECTION I** – Two weeks previous notice of such annual meeting shall be given by publication of said notice in a newspaper in the community in which the Unit is located, or by a written notice mailed to each member.

Section 2,3,4, and 5 remains the same.

**ARTICLE II,III AND IV REMAINS THE SAME.** *The changes will reflect the title of Department Secretary/Treasurer to Executive Director/Secretary under Article IV Section 3. Second paragraph: The Secretary or designated person shall remit to the Department Executive Director/Secretary at least once a month all Department and National dues collected.*

### **ARTICLE V – EXECUTIVE COMMITTEE**

*Delete Section 1 and Section 2 as they are now in the Constitution.*

Section 3 will become Section 1, Section 4 will be Section 2 , Section 5 will be Section 3, Section 6 will be Section 4 and Section 7 will become Section 5.

### **ARTICLE VI-Meetings,VII-Unit Organization**

**ARTICLE VIII -DUES-Section 1** will change the Department Secretary/treasurer to the Department Executive Director/Secretary. Section 2 and 3 remains the same under this Article.

**IX,X,XI, XII, XIII REMAINS THE SAME EXCEPT WERE THE DEPARTMENT SECRETARY-TREASURER IS STATED, IT WILL CHANGE TO READ DEPARTMENT EXECUTIVE DIRECTOR/SECRETARY.**

## ARTICLE XII – AMENDMENTS

These Bylaws may be amended at a Department Convention by a two-thirds ( $\frac{2}{3}$ ) vote of delegates present and voting, provided the proposed amendment *BE WRITTEN IN RESOLUTION FORM AND* has been read in the Convention at a previous meeting before action is taken, or has been distributed to all Units in printed form at least forty-five (45) days before the annual Department Convention. Triplicate copies of proposed resolution pertaining to the Bylaws shall be in Department Headquarters not later than sixty (60) days prior to the opening of Department Convention for circulation to the Units.

## AMENDMENTS TO THE DEPARTMENT CONSTITUTION AND BYLAWS

The following changes to the Department Constitution and Bylaws are to conform to the National Constitution and Bylaws. Most are only taking out of Bylaws and putting them in the Constitution.

### DEPARTMENT CONSTITUTION:

Article IV will now read:

#### ARTICLE IV – DEPARTMENT OFFICERS

**SECTION 1.** The officers of this organization shall be: President, First Vice President, Second Vice President, Executive Director/Secretary, Chaplain, Historian, National Committeewoman and the District President.

- (a) The Department President, First Vice President, Second Vice President, Chaplain and Historian shall be elected annually at the Department Convention.
- (b) The Department President shall nominate the Department Executive Director/ Secretary and she shall be elected by the Department Executive Committee at the post-convention Executive Committee meeting.
- (c) The retiring Department President shall be declared elected as National Executive Committeewoman for the year immediately following her term as Department President. If the retiring Department President is unable to serve as National Executive Committeewoman for the year immediately following her term as Department President, a Past Department President shall be elected to serve the term.
- (d) The incoming Department President shall be declared elected as Alternate National Executive Committeewoman for the year of her term as Department President.

**SECTION 2.** All officers elected at the Department Convention shall take office immediately following installation at the Department Convention. Each officer shall serve until her successor shall be elected.

**SECTION 3.** In the event of death or resignation of the Department President, the First Vice President shall automatically succeed to the office of President. The



Second Vice President shall automatically succeed to the office of First Vice President. In the event of succession, if the unexpired term is less than six (6) months, they shall be eligible for election to that office the next year. Vacancies in the office of Chaplain or Historian shall be filled by the Department President, to be ratified by the Executive Committee by mail or email vote.

## **ARTICLE V – DEPARTMENT EXECUTIVE COMMITTEE**

**SECTION 1.** Between the Department Conventions the administrative power shall be vested in the Executive Committee which shall be composed of the Department officers, the National Executive Committeewoman and the Past Department Presidents.

**SECTION 2.** Each Past Department President shall be a member of the Executive Committee with vote but without expenses as long as she remains a member in good standing of a duly chartered Auxiliary Unit in the Department of Michigan.

**SECTION 3.** There shall be regular meetings of the Executive Committee annually. The first shall be held by the incoming President immediately following the Convention, the second shall be held immediately preceding the Fall Conference; the third at the call of the Department President, if necessary, and the final shall be held in the Convention City immediately preceding Convention. *Meetings of the Department Executive Committee shall be open except when the Department Executive Committee is meeting in executive session.*

**SECTION 4.** The Department President shall call a special meeting upon written request of eleven (11) members of the Department Executive Committee. The meeting shall be called within ten (10) business days of the request.

**SECTION 5.** Seventeen (17) members shall constitute a quorum of the Department Executive Committee.

## **ARTICLE VI – DEPARTMENT CONVENTION**

**SECTION 1.** The Legislative Body of this organization shall be a Department Convention and may be held at the same time and in the same city as the Convention of The American Legion, Department of Michigan.

**SECTION 2.** The Annual Convention shall be composed of delegates and alternates qualified as follows:

- (a) Delegates and Alternates shall have paid their National and Department dues for the current year to Department Headquarters not less than thirty (30) days prior to the Convention.
- (b) Delegates and Alternations must be over eighteen (18) years of age, except as provided in Article III 2 (a).
- (c) Delegates and Alternates must be elected at a Unit meeting duly called for the purpose not less than thirty (30) days prior to the opening of the Convention; notice of said meeting having been given no later than two (2) weeks prior to election.
- (d) Alternates shall have priority in or of election.

**SECTION 3.** Each Unit of ten (10) or more members shall be entitled to one (1) delegate and one (1) additional delegate for every one hundred (100) members of major fraction thereof.

- (a) Units may send Delegates or Alternates only if they have paid their mandatory funds for the current year to Department Headquarters not less than thirty (30) days prior to Convention.
- (b) Units will be permitted to vote from the floor only if they have complied with all mandates and are represented by at least one (1) Delegate or Alternate.
- (c) Units organized during the year (after July 1<sup>st</sup>) will be given the privilege of the Convention floor.

**SECTION 4.** All elected and appointed Department Officers, all members of Department Standing Committees, the Hospital Representatives and their First Deputies of the VA Hospitals, Grand Rapids Home for Veterans, D. J. Jacobetti Home for Veterans and all non-VA Hospital Chairmen and their First Deputies shall be Delegates-at-Large to the annual Convention and entitled to vote.

**SECTION 5.** All Past Department Presidents, as long as they remain members in good standing in a Unit in this Department, shall be Delegates-at-Large to the annual Convention and entitled to vote.

**SECTION 6.** A quorum shall exist at Department Convention when there are present nine (9) or more Districts wholly or partially represented.

## ARTICLE VII-PARLIAMENTARY AUTHORITY

**SECTION 1.** This Department organization shall be governed by the current edition of "Robert's Rules of Order, Newly Revised", in all questions not covered by the National and Department Constitution.

## ARTICLE VIII- AMENDEMENTS

**SECTION 1.** This Constitution may be amended at any Department Convention by a vote to two-thirds ( $\frac{2}{3}$ ) of the delegates present and voting, provided the proposed *amendments be written in resolution form and* shall have been submitted through the Department Executive Director/Secretary to the Units and members of the Department Executive Committee by mailing same to them at least forty-five (45) days prior to the convening of the next Department Convention; and provided further, that all proposed resolutions shall be read at a regular meeting of the Convention.

**SECTION 2.** Necessary *resolutions* proposed after distribution or revision as shown in Section 1, may be adopted by a two-thirds ( $\frac{2}{3}$ ) vote of the delegates present and voting, provided they have been read at one (1) meeting of the session prior to taking the vote.

**SECTION 3.** *A resolution* not having been previously read or distributed as required in Section 1, may be adopted by the unanimous vote of the delegates present and voting.

**SECTION 4.** Triplicate copies of the *resolution* pertaining to the Constitution shall be in Department Headquarters not later than sixty (60) days prior to the opening of the Department Convention.

**SECTION 5.** This Constitution shall automatically amended to conform to the National Constitution and Bylaws and in such Standing Rules as have been duly adopted and set forth in the Unit Guide Book of the American Legion Auxiliary.

## **DEPARTMENT BYLAWS:**

ARTICLE III DEPARTMENT OFFICERS are now eliminated as it stated in the Department Constitution. ARTICLE III WILL BECOME DUTIES OF OFFICERS, with the changes in Section 4. It will read: The Department Executive Director/Secretary shall record, or have recorded; proceedings of the Department organization in Convention assembled, The Department Executive Committee meeting, and keep all record of the Department organization. She shall transmit reports and calls of meetings. She shall be custodian of the funds of the Department organization and she shall account for same. She shall co-sign all checks in disbursing the funds of the organization. In the event of the physical inability of the Executive Director/Secretary to sign checks, they may be signed by the Finance Chairman and the Department President. She shall make reports of the condition of the Department Treasury when called for by the Department President, and shall perform such other duties as are usually incidental to her office. She shall also be an ex-officio member of the Finance and Personnel Committees with voice only.

**ARTICLE V-DEPARTMENT EXECUTIVE COMMITTEE** will now be **ARTICLE IV-DEPARTMENT EXECUTIVE COMMITTEE**. Section 1 through 5 is now eliminated as it is stated in the Department Constitution. Section 6,7.8. and 9 will become Section 1, 2,3 and 4.

Add:

**SECTION 5.** An email vote can be taken from those Executive Committee members with an email address. A response to the notice must be sent to the office that you have received said vote and your vote must be return to the Department office no later than Four (4) days after email has been open.

**DEPARTMENT CONVENTON ARTICLE VI** will now become **ARTICLE V** with the following Sections will be eliminated as they are stated in the Constitution, SECTION 1,2,3,4,5 and 6. Section 7, 8, 9 and 10 will become Section 1,2,3 and 4 respectfully.

**ARTICLE VII-UNIT ORGANIZATION** will become ARTICLE VI

ARTICLES VIII WILL BECOME ARTICLE VII, SECTION 2. Will read: The Department President, Department Executive Director/Secretary, Department President-elect and Department Executive Director/Secretary-elect, by virtue of their office, shall be delegates to the National Convention

(a) The retiring Department President shall be the Delegation Chairman and the retiring Department Executive Director/Secretary shall be the Delegation Secretary. In the event the retiring President is unable to attend, the President-elect shall be the Delegation Chairman.

(b), (c), (d), (e) and (f) remains the same.

Section 3, 4, 5, 6, 7 remains the same.

**ARTICLE X-PARLIAMENTARY AUTHORITY- will become ARTICLE VIII  
PARLIAMENTARY AUTHORITY**

**ARTICLE XI-AMENDMENTS WILL BECOME ARTICLE IX**

SECTION 1 These Bylaws may be amended at a Department Convention by a two-thirds ( $\frac{2}{3}$ ) vote of authorized delegates or alternates present and voting, provided the proposed *amendment be written in resolution form and* has been read in the Convention at a previous meeting, or has been distributed to all Units in printed form at least forty-five (45) days before the annual Department Convention.

SECTION 2. Triplicate copies of proposed resolution pertaining to the Bylaws shall be in Department Headquarters not later than sixty (60) days prior to the opening of Department Convention for circulation to the Units.

SECTION 3. A Resolution not having been previously read or distributed as required in Section 1, may be adopted by the unanimous vote of the Convention Delegates.

SECTION 4. These Bylaws shall be automatically amended to conform to the National Constitution and Bylaws and in such Standing Rules as have been duly adopted and set forth in the Unit Guidebook of the American Legion Auxiliary.

SECTION 5. All changes or additions to the Department Bylaws will take effect immediately following their adoptions.

**ARTICLE XII – OBILGATION WILL BECOME ARTICLE X- OBILGATION AND ARTICLE XIII-AUTHORITY WILL BECOME ARTICLE XI-AUTHORITY.**

**DEPARTMENT STANDING RULES:** Where stated Department Secretary/Treasurer in standing rules change to read Department Executive Director/Secretary.

## Leadership

As each Unit and District wraps up their business for the 2016 - 2017 year and prepares for the 2017- 2018 year, we need to keep some things in mind with regard to Leadership.

- 1) Many of the Units will have leaders who are new to the roles they have accepted for the coming year. Thank You to those new leaders and to all returning leaders. Through your efforts, we can continue to make progress in promoting this organization and enhance our programs. It takes effective leadership to make things run smoothly. Remember, though, everyone at one point was new to the organization and needed to learn, so please be kind and patient with those who have stepped up to take on those new leadership roles. Rather than criticize or tell them they are not doing things correctly, be patient with them and consider being a mentor so that they have someone to rely on when they need answers.
- 2) Be sure that Department Convention does not get overlooked in the transition of officers. Ideally, every Unit should be sending a Delegate(s) to the Department Convention to represent the interests of the members in their Unit. (The number of Delegates is based on your membership as of May 22, 2017 – see the April Unit mailing for the “Certification of Unit Delegates to Attend 2017 Department Convention”.) Be sure this form is submitted with your Delegate fee of \$10.00 for each Delegate. There is no fee for Alternates. The Delegate fee is a separate fee from the \$15.00 Registration Fee to attend Department Convention. For each Delegate fee that a Unit is allowed and pays for, the Unit will receive one ballot on any issues requiring a ballot vote, providing at least one of the Delegates for that Unit has registered at the Credentials Desk by 8:30am on Saturday morning and is on the Convention floor at the time of voting.
- 3) Last thing to mention for the year: the American Legion Auxiliary Academy is up and running on the national website – [www.ALAforVeterans.org](http://www.ALAforVeterans.org) under the “Members Only” section. Be sure you check out this online training to learn more about the organization and how to be the most effective and knowledgeable member you can be. It is divided into 12 modules done as Computer Based Learning (CBL). Each module can be taken independently of the other modules. The topics are:
  - a. ALA 101 – an introduction to the organization
  - b. ALA Communications 201
  - c. Effective Communication

- d. ALA Culture Basics
- e. Handling Conflict
- f. Marketing Leadership
- g. Diversity
- h. Managing Change
- i. Leadership Basics
- j. Team Building
- k. Mentoring
- l. Strategic Thinking

Certificates of Completion are printable at the conclusion of each module. Your record of completion is associated with your member ID number, so you can check at any time to see what is recorded as complete on your file and what you still need to do.

With that, I would like to say what a pleasure it has been to be the Leadership Chairman over the past two years. I have had the privilege to meet many members in the Department of Michigan and look forward to seeing the great things that you accomplish.

Marcy Jorae  
Department Leadership Chairman  
2016-2017

June 2017



## HISTORIAN

As your 2017-2018 Department Historian, my goal is to not only record the events of the Department of Michigan for the current year, but also to research and share our history over the last nearly 100 years. Written histories not only make interesting reading material, but teach us lessons from the past.

Our Department was organized on January 25, 1921 and became chartered on August 29, 1922 according to information published in the 1969 50<sup>th</sup> year National Convention program. As I explore and share our history since that time, I am hoping to inspire members to do the same for their Units and Districts. By working on our histories now, we can prepare our Units, Districts, and the Department for our Centennial Celebration year. Check your Post/Unit documents and your local library for historical information on your Unit. Don't forget to interview your more senior members who could be a wealth of knowledge as well. They may be able to share insight into the "personality" of your Unit by recounting tales of past events and prominent members from your Unit. Once you research your history, you will have the information you need to write a "History Summary", which you can then submit for an award at Department Convention. (Be sure to check the 2017-2018 Historian Guide for the necessary details once the Guides are available this Fall.)

To share a bit of what I have found so far: Everyone should recognize the name Dorothy Pearl, our 20<sup>th</sup> Department President, serving in 1940-1941. She was of Unit 361 in Detroit. Along with Edna Alber, Dorothy Pearl was instrumental in the development of the Michigan Girls State Program, and at the national level she was responsible for the development of the Girls Nation Program. During the 1943-1944 Auxiliary year, Dorothy served as the Central Division National Vice President.

*Dorothy Pearl was elected National President in San Francisco in 1946, and held her convention in New York City in 1947. She served with National Commander Paul H Griffith of Pennsylvania.*

*"If I were to give you a theme, a course on which to chart our way for the coming year, it would be taken from Paul, the Apostle, in his Epistle to the Romans (Chapter 14), "Let us, therefore, follow after the things which make for peace." Thus began the first message to the American Legion Auxiliary members from Mrs. Norton H. Pearl.*

*“The Year 1945 brought us a much desired gift – Victory – but it did not bring peace,” the message continued. “Many families in 1946 rejoice in reunion because of the victory. Many are stabbed by the sharp pain of memory for someone whose absence is a part of it. Others are constantly reminded of the cost of victory for all the days to come because of disabilities of loved ones.”*

*“We must, in our way, pay for this expensive gift left us by these absent ones and those afflicted. As precious as is the gift of victory, we, the living, must compensate for it. And if every member of society see to it that he pays his full share by positive, active effort and sacrifice for victory’s companion, peace – we shall have peace.” \**

As we go through the coming year, may we remember Mrs. Pearl’s words and work with “positive, active effort”, treating each other with dignity and respect so that our history will reflect the great accomplishments for the 2017-2018 year, rather than be tarnished by the unwillingness to work together for our Veterans.

Watch for more pieces of our history in future Unit Mailings and be sure to check out the Historian Guide at/after Fall Conference. I hope to see many entries for awards at the 2018 Department Convention.

Again, thank you to the members of the Department of Michigan for electing me your Historian. I am truly humbled by the support I received at Convention in June and pledge to do the very best job that I can possibly do as your Department Historian.

Marcy Jorae

Department of Michigan 2017-2018 Historian

\*Taken from the American Legion Auxiliary 50 Years for God and Country  
1969 National Convention Commemorative Program

August 2017