

**AMERICAN LEGION AUXILIARY
Department of North Carolina**

CALL FOR THE 101ST ANNUAL DEPARTMENT CONVENTION

The 100st Annual Convention of the American Legion Auxiliary, Department of North Carolina, will be held June 9-11, 2022, in Raleigh, NC. Headquarters for the Auxiliary will be the North Raleigh Hilton, 3415 Wake Forest Rd. Raleigh, NC 27609 1-800-445-8667 or 919-872-2323. The cost of the room is \$107.00 plus tax. Note: DEADLINE for reserving rooms is **May 11, 2022**.

The Sessions will be in Ballrooms 4&5. Opening Session will be at 7:00 pm on Thursday, June 9, 2022.

The Department Executive Committee will meet Thursday, June 9, 2022 at 3:00 pm in Ballrooms 4&5. All members of the Executive Committee, Department Officers, including District Presidents, Chairman of Standing Committees, and Past Department Presidents) are urged to attend. The meeting will be open to all Auxiliary members. Only members of the Executive Committee will have a voice or vote.

PURPOSE

- A. Receiving annual reports from Department Officers and Chairman.
- B. Electing Delegates and Alternate Delegates to the National Convention in Milwaukee.
- C. Electing and installing Department Officers for the ensuing year.
- D. Approving the budget for the ensuing year.
- E. Transacting such business as may properly be presented.

REPRESENTATION

Each Unit with a membership of at least 10 Senior members shall be entitled to one Delegate and one Alternate Delegate. For each fifty (50) members, or portion thereof, whose current Department and National dues have been paid and received by the Department Treasurer 30 days prior to the meeting of the Department Convention (May 10), each Unit shall be entitled to two additional Delegates and Alternate Delegates. Department Officers, Standing Committee Chairmen and Past Department Presidents are Delegates-at-Large from their respective Units, and their vote is to be cast with the Unit vote.

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The number of Unit Delegates and Alternates to the Department Convention is as follows:

10-25 members	1 Delegate and 1 Alternate plus any Delegates-at-Large
26-75 members	3 Delegates and 3 Alternates plus any Delegates-at-Large
76-125 members	5 Delegates and 5 Alternates plus any Delegates-at-Large
126-175 members	7 Delegates and 7 Alternates plus any Delegates-at-Large
176-225 members	9 Delegates and 9 Alternates plus any Delegates-at-Large
226-275 members	11 Delegates and 11 Alternates plus any Delegates-at-Large

CONVENTION REGISTRATON

The Convention registration fee is \$10.00 per Delegate, Alternate, Delegate-at-Large and Guest, Units are to pay for each entitled Delegate. Example: If your Unit is entitled to 5 Delegates and only one person is attending the Convention, the entire voting strength (5 Delegates=\$50.00) must be paid in order for your Unit to have official Convention registration and to be able to vote. There is no registration fee for Juniors. Two copies of the Credentials Certificate are being sent to the Unit President in this mailing. Mail one copy of the Credentials Certificate with a check payable to: NC American Legion Auxiliary to Department Headquarters prior to May 20, 2022. This check must cover the registration fee for all allowed Delegates and Delegates-at-Large and Alternates attending. The Registration Committee will have your delegate packet ready when you register. The Unit representative, (President, or Delegation Chairman) who picks up the delegation materials will be asked to sign for them. If the Credentials Certificate and check are not received in Department Headquarters, you will have to wait at the Registration Desk for these materials to be prepared. **NO UNIT WILL BE REGISTERED TO VOTE WITHOUT THE COMPLETED DEPARTMENT CREDENTIALS CERTIFICATE.**

VOTING

To date, the following endorsements have been received for 2021-2022 Department Officers: President- Mary Bartlett, Maiden #240; Vice President- Evelyn Lewis, Durham #175, Toni Reale, Huntersville #321, Juli Zajc, Greensboro #053, National Executive Committeewoman for 2022-24, Tammy Snider, Cherryville #100, Julie Smith, Salisbury #342; Alternate National Executive Committeewoman, Ann Moore, Benson #109, Betsey Lee Hodges Washington #15.

The Department Bylaws, Article II, Section 2 states: "The Department Convention shall ratify the election of Division Presidents nominated at the Division Meetings and elected in their respective Division Caucuses."

The Department Bylaws, Article II, Section 3 states: "The Department Convention shall ratify the election of District Presidents nominated and elected at District meetings and confirmed at the Convention Division Caucuses."

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CONVENTION OPENING

If your Unit plans to bring flags to Convention, please complete the form from the Sergeant-at-Arms bulletin included in this mailing. Rehearsal for the Processional will be at 4:00pm in Ballrooms 4&5 on Thursday.

TROPHIES AND AWARDS

All poppy, written histories and scrapbook contest entries are to be taken to tables outside of Ballrooms 4&5 between 3:00 and 5:30pm Thursday afternoon and between 8:00 and 9:00am Friday morning. All entries must be checked in by 9:00am Friday. All entries will be judged on Friday. Each Department Officer or Chairman is responsible for securing judges and for providing the same with criteria for judging. Judging should not be done during the hours of the business sessions. All entries are to be picked up by 12 noon on Saturday. Neither the Department nor the Convention Committee will be responsible for returning them to the Units. All winning entries to be judged on the National level should be picked up by the respective Committee Chairman by Saturday noon. All senior poppy entries must have the member's name, unit name, unit number and category on the entry. Junior entries were judged at the Junior Department Meeting.

DEPARTMENT OFFICERS AND COMMITTEE CHAIRMAN

Please observe the time scheduled on the program for your report and be prepared to present it at any time. You are to be seated at the front of the room in the vicinity of the microphone. Those reporting will be allowed 3 minutes. The exception is Veteran's Affairs and Rehabilitation and Membership that will be allowed 10 minutes. Reports for the Electronic Year Book must be mailed or emailed to Department Headquarters by May 30 and a copy sent to the Department Historian, Betsy Phillips, 211 Elm St. Asheboro, NC 27203. PLEASE DO NOT give them to the Department Secretary at Convention. In a few weeks, the Department Officers and Committee Chairmen will receive information concerning awards. It will include a report form for listing award recipients and a form for ordering ribbons and certificates. Please read the information carefully and follow the instructions so that the awards part of the Convention will go smoothly. Awards are to be presented when you give your report. Those programs that are to be judged at Convention must give the Department Secretary a list of all awards when the judging has been completed.

DEPARTMENT CITATION

The following requirements must be met by the close of the Department books for Convention, May 10th, 2022 in order to receive the Department Citation:

- General Fund Donation: \$25.00
- Equal last year's membership
- VA&R contribution
- Poppy order or donation
- Treasurer's Bond: \$7.00

In addition, a Membership Certificate will be awarded to those Units that reach 100% or above of their 2021-2022 Membership Goal by May 10, 2022.