**DEPARTMENT EXECUTIVE COMMITTEE MEETING MINUTES**

**Thursday, October 26, 2023, 1:00 PM**

**Rivers Edge Convention Center**

**Bell Room**

Sharon Cross, Department President called the meeting to order at 1pm.

**Attendance -** Department President Sharon Cross, 1st Vice President Judy Ackerman, 2nd Vice President Robin Dorf, NEC Jean Walker, Dept Past President Mary Kuperus, Parliamentarian Peggy Tesdahl, Department Secretary Christie Avant, Department Treasurer Cathy Radil, 1st Dist. President Michelle Weaver, 2nd Dist. President Kollett Kaehlert, 3rd Dist. President Deanna Meyer, 4th Dist. President Tamara Michaels, 5th Dist. President Cari Lamb, 6th Dist. President Patti Gunderson, 7th Dist. President Hope Wilson, 8th Dist. President Sharon Voltz, 9th Dist. President Becky Olson, 10th Dist. President Anne Steffen,Special guest Karen Susag, Northwestern Division Vice President and 25 Chairman and guests.

**Continuous Opening -**

OPENING PRAYER – Judy Ackerman, First Vice President, PLEDGE – Robin Dorf, Second Vice President, PREAMBLE – Peggy Tesdahl, Parliamentarian

Sharon Cross, Department President - Welcomed the DEC and guests.

President Sharon asked each person at the table to introduce themselves and tell what has been happening in their district. Each of the members of the DEC gave an update.

**Unfinished Business -** There was no unfinished business.

**New Business -**

**Presentation-**

Rex Petrasko, Executive Vice President PCI presented a proposal to the DEC for a Member Story Book. PCI would contact the members of the Department to gather stories for the book. Rex explained the process and informed the DEC the Department would earn $5,000. After the presentation Rex left the meeting for the DEC to discuss. There was a long discussion. It came down to our Members trust the Department in not giving out their information and that trust should not be broken.

**A motion was made not to participate in the book program by PCI. Motion by:** Past Department President Mary Kuperus **2nd by:** Kollet Kaehlert **No Discussion. Motion Passed**

**Minutes from the August 13, 2023 DEC Meeting were present by Department Executive Secretary Christie Avant**

**A motion was made to approve the minutes as corrected. Motion by:** Michelle Weaver **2nd by:** Tamara Micheals **No Discussion. Motion Passed**

**Department Office Report -** Department Executive Secretary Christie Avant

Hired new treasurer, Cathy retiring end of December. Cathy is training Shannon and will slowly back off her responsibilities. Jocelyn and Christie have been reorganizing and going through other stuff. Working on Membership.

**Investment/Finance Report -** Treasurer Cathy Radil

The financial report was given by Cathy Radil. Cathy reported we were able to finally close the accounts at South Metro. US Bank is where the new Department checking account is held.

South Metro Credit Union Accounts Closed

 Checking 0.00

 Savings 0.00

US Bank

 Checking 185,634.46

Petty Cash 25.00

Wealth Management

As of 9/30/2023

 Account #6478-3259 2,211,332.34

 Account #8354-7320 22,422.44

 Account #8354-7321 27,783.44

 Total Cash & Investments 2,424,368.55

Investment Portfolio

 As of 1/1/2023 2,362,098.29

 As of 10/1/2023 2,261,538.22

Change in value - 100,560.07 (-$75,000 draw on 10/11/2023)

Full report filed for audit.

**Finance Committee Report - Jody Hassing, Chairman**

Jody talked about the process and why the committee met twice. There was a deficit of over $325,000 the committee met again to reevaluate the budget and was able to bring it down to a deficit of $195,000 with an increase to the Girls State fee to $350. There was a lengthy discussion about the increase. The 2024 Girl State letter with the $300 fee already went out to the Units.

**A motion was made to keep the 2024 Girls State fee at $300.**

**Motion by:** Past Department President Mary Kuperus **2nd by:** Jean Walker

**Any Discussion:** There was a long discussion.

**Motion Passed**

**Legal Assistance -** Girls State Chairman Linda Kelly and Executive Secretary Christie spoke about the need for a lawyer to review our Department Girls State documents that are signed. Review insurance policy provided to the Departments by National. There was a very lengthy discussion going from Girls State to general need.

**Motion to accept Linda’s recommendation to hire an attorney on retainer for Girls State.**

**Motion by:** Becky Olson  **2nd by:** Tamara Micheals

**Any Discussion: There was a lengthy discussion.**

**Motion to amend the original motion by Becky Olson to allow the research and retain a lawyer up to $20,000.**

**Motion by:** Kollett Kaehlert  **2nd by:** Anne Steffen

**Any Discussion: There was a discussion.**

**Motion to Amend Passed**

**Motion To research and retain a lawyer up to $20,000.**

**Motion by:** Kollett Kaehlert  **2nd by:** Anne Steffen

**Any Discussion: There was a discussion.**

**Motion Passed**

After the motion passed there was a discussion regarding an ad hoc committee.

**Motion to create an ad hoc committee to work with our Executive Secretary in looking for a lawyer for the Department of American Legion Auxiliary.**

**Motion by:** Robin Dorf **2nd by:** Judy Ackerman

**Any Discussion: There was a discussion.**

**Motion Passed**

**Ad Hoc Committee:**

Kollett Kaehlert

Sharon Voltz

Anne Steffen

Christie Avant

**President Sharon invited new Treasurer Shannon up to tell a little about herself.**

Shannon introduced herself and told everyone she was excited to be here and working for the Auxiliary.

President Sharon Thank Cathy for her time at the Department and wished her well in her retirement. Everyone applauded and stood for Cathy.

President Sharon gave some directions about awards. This year the process will be that Units send the reports to District Chairman and District Chairman send reports on to the Department Chairman. District Presidents need to ensure all their chairman addresses are out to the Units. If they scan reports in, they need to have pictures separate from all written forms.

**New Unit possibilities/Charter concerns -**

District 1: Membership cards for St Charles Unit 190 and Byron Unit 119 are in the

 department office – both Units are without officers

District 2: Delovan will send in paperwork, they have completed the disbanding process.

District 3: Nothing to report

District 4: Nothing to report

District 5: Aviation is looking at disbanding.

District 6: Boy River Unit 458 – final disbanding paperwork was received in the Department Office

District 7: Elbow Lake 321 – Hope is working with them at restructuring

 Westport 638 – sent disbanding guideline 10/2/2023

District 8: Nothing to report

District 9: Halstd Unit 402\_– disbanding information was sent to them10/17/2023

 Rathsay Unit 376 – disbanding information was sent to them 10/17/2023

 Halma/Lake Bronson Unit 315 – final disbanding paperwork was

 received in the Department Office

District 10: Nothing to report

**NEC Report from Fall Meeting** –

Jean Walker report the NEC approved all the appointments the National President Lisa had picked.

**Gifts at Spring DEC Meeting -**

President Sharon explained the tradition of exchanging gifts at the Spring DEC meeting. Secretary Christie had each member of the DEC draw a name if they wanted to participate.

**Motion to exchange gifts of $20-$25 at the Spring DEC meeting.**

**Motion by:** Past Department President Mary Kuperus **2nd by:** Sharon Voltz

**No Discussion**

**Motion Passed**

President Sharon asked if there was any other business to come before the DEC. There was none.

**Announcements – Christie Avant, Department Executive Secretary**

The craft event has been canceled because of a product shortage.

Rehearsal for Color Bearers is at 7 am.

Breakfast at 7:30a – Lunch at 11:30 am for the Auxiliary

The DEC went into an Executive Session. All guests were excused from the DEC meeting.

There being no further business, the meeting was adjourned.

Closing Prayer – Judy Ackerman, First Vice President

The Colors remaining in place, were recognized.

Submitted by,

Department Executive Secretary Christie Avant