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## **CONVENTION CALL**

**104th ANNUAL CONVENTION**

**North Bend, OREGON**

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### **TO ALL OFFICERS AND POST MEMBERS OF THE AMERICAN LEGION, DEPARTMENT OF OREGON.**

The 104th Annual Department Convention of The American Legion, Department of Oregon is hereby called and, in conformity with the action of the 104th Annual Department Convention and the Department Executive Committee, will be held by The American Legion Department of Oregon, **The Mill Casino • Hotel & RV Park**, 3201 Tremont Ave, North Bend, OR 97459 on June 14th, 15th, 16th, and 17th, 2023.

#### **PURPOSE:**

1. To receive the annual reports of the Department Officers and Department Convention Committees.
2. To consider amendments to the Department Constitution and By-laws.
3. To elect Department Officers for the next year.
4. To elect Delegates and Alternates to the National Convention.
5. To transact such other business as may be brought before the convention.  
(In conformity with the provision of the National and Department Constitutions)
6. To consider resolutions pertaining to our programs and membership.

#### **REPRESENTATION:**

The Annual Convention shall be composed of Delegates and Alternates, who are in good standing, from each Post. Each Post within the Department with a minimum membership of fifteen (15) shall be entitled to two (2) Delegates and two (2) Alternates, and one (1) additional Delegate and one (1) additional Alternate for each one hundred (100) members, or major fraction thereof, whose CURRENT DUES have been received by the Department Finance Officer prior to the meeting of said convention.

Example:           15 to 50 members – 2 Delegates and 2 Alternates  
                          51 to 150 members – 3 Delegates and 3 Alternates  
                          151 to 250 members – 4 Delegates and 4 Alternates

The voting strength of each Post delegation shall be equivalent to the aggregate number of delegates to which the Post is entitled and qualified.

Department 1<sup>st</sup> Vice Commander, Department 2<sup>nd</sup> Vice Commander, Department Finance Officer, District Commanders, and all Past Department Commanders are Delegates-at-Large to the convention. District Vice Commanders have no vote unless certified as Delegates.

Chairmen of Department Standing Commissions and Committees shall have the privilege of the floor if registered as other than delegates in matters concerning their respective commission or committees, WITHOUT POWER TO VOTE.

**NO POST WITH A MEMBERSHIP OF LESS THAN FIFTEEN (15) WILL BE ENTITLED TO REPRESENTATION AT THE CONVENTION.**

No authority exists for the Department to pay expenses for any Delegate to Convention.

**DEPARTMENT EXECUTIVE COMMITTEE:**

The term of office of certain members of the Department Executive Committee expires with the adjournment of the convention. There shall be elected at the Department Convention: a Department Commander, a Department 1<sup>st</sup> Vice Commander, a Department 2<sup>nd</sup> Vice Commander, a Department Finance Officer, a National Executive Committeeman, an Alternate National Executive Committeeman, Delegates, and Alternates to the National Convention, and ratification of District Commanders, and one or more District Vice Commander(s) for each District.

A meeting of the Department Executive Committee as now constituted is hereby called for Pre-DEC on Wednesday, June 14<sup>th</sup> at 2:00 PM. The meeting will be held at The **Mill Casino • Hotel & RV Park**, 3201 Tremont Ave, North Bend, OR.

A meeting of the Department Executive Committee, as elected for the next year in accordance with the Constitution, will meet at the call of the new Department Commander within ten (10) days after adjournment of the convention at a time and place to be announced later.

**RESOLUTIONS**

All resolutions should be mailed to the Department Adjutant and Resolution Chair. Resolutions that apply to constitutional amendments must be submitted sixty (60) days in advance, (by April 13, 2023).

**FINANCE RESOLUTIONS AND MOTIONS**

Proposed motions and resolutions involving expenditures of Department funds SHALL BE TRANSMITTED to Department Headquarters at least twenty (20) days prior to the Convention (by May 23, 2023).

**CERTIFICATION OF DELEGATES:**

The Posts of the Department SHALL, not less than forty-five (45) days prior to the Department Convention, elect and certify their Delegates to the Department Adjutant (by April 28, 2023).

Check or Money Order made payable to The Department of Oregon in the sum of **twenty dollars (\$20)** for Delegates, Alternates, and Delegates-at-Large and seven dollars and fifty cents (\$7.50) for Guests, covering registration fee, shall be sent in accordance with the Convention Committee Code of Procedures. No delegate shall be seated at the Convention unless certification of such election is received by the Department Adjutant at least thirty (30) days prior (by May 13, 2023) to the American Legion Department of Oregon, PO Box 1730, Wilsonville, Oregon 97070-1730.

**AMENDMENTS**

Any proposed amendments to the Department Constitution and/or By-Laws MUST BE READ before the convention the day before the vote thereon (June 14, 2023).

It is a mandate that all constitutional amendments be presented to the Department Adjutant not less than sixty (60) days prior to the Department Convention (by April 13, 2023). Refer to Article XV (Amendments), Section 2, of the Department Constitution, as adopted at the 40<sup>th</sup> Convention. This is to allow circulation to the Districts. Forms furnished on request by Department Headquarters.

## **POST OFFICIALS**

Post Officials, unless elected and registered as Delegates, Alternates, or Guests to the convention, have no privileges in the convention and will not be admitted to the Convention Hall.

The Department By-laws provide that each Post SHALL ELECT ITS OFFICERS FOR THE ENSUING YEAR Forty-five (45) days prior to the Department Convention (April 28, 2023) and SHALL CERTIFY the names of the Officers-elect to the Department Adjutant at the time of certifying to him the names of the Delegates and Alternates-Elect.

## **DISTRICT CAUCUS:**

After the Spring Department Executive Meeting and 20 Days before the Annual Convention, the District Commander shall have a District caucus of duly elected delegates to the Department Convention to select a District Commander, one or more District Vice-Commanders, and a District Adjutant. The District Commander will notify the Posts in their District thirty (30) days prior to the District Caucus as to the time and place of the District Caucus.

## **CONVENTION COMMITTEES & MEETINGS:**

On May 30, 2023, the District Commanders will receive from Department a list of paid delegates from their District that are going to the Department Convention, District Commanders shall return their recommendations for appointment to the Convention Committees from their District to Department 2<sup>nd</sup> Vice Commander, Department Commander, and Department Adjutant by June 5, 2023.

A Go-To Meeting will be held on June 7<sup>th</sup> at 6 pm for finalizing the committee on committees.

If possible, they are to recommend one primary (1<sup>st</sup> Choice) and one secondary (2<sup>nd</sup> choice) for each committee.

The department will provide the committee assignment lists for the Convention at the pre-Convention D.E.C. for final approval.

The Resolution Assignment Committee will meet and inform the Commander and Department Adjutant what Committees at Convention the resolutions are assigned to no later than June 3, 2023.

## **SESSIONS**

The opening for this convention will be a joint session with the American Legion Family at 4:00 P.M. on Wednesday, June 14, 2023, at The **Mill Casino • Hotel & RV Park**. The Joint Memorial Service will follow the Joint Opening, Wednesday, June 14, 2023. The **Joint VA&R Luncheon Thursday** will be at 11:30 A.M. All business sessions on Friday and Saturday will convene at 8:30 AM at the same location. The Auxiliary, SAL, and ALR will also meet at the above location. Times are subject to change.

In the annual convention, Districts will be given **preference in seating in accordance with the percentage of membership goals achieved.**

## **HOUSING**

All housing reservations are the responsibility of each individual Delegate and Alternate directly with the Motels.

**REGISTRATION** Per the Department Convention Commission Code of Procedure change adopted on October 20, 1996, Article I, Section 1.A., now reads:

“The payment of Legion Delegate and Alternate fees will be the responsibility of the Post. One check from the Post will be sent to the Department Headquarters with the names of those Delegates and Alternates.”

Please check with your Post Adjutant to see that there is NO possibility of duplication for registration or housing before remitting your check to the convention.

For the Commander,

A handwritten signature in blue ink, appearing to read 'S. Flynn Phillips', written in a cursive style.

S. Flynn Phillips  
Department Adjutant