

2019-2020 – PROGRAMS ACTION PLAN



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**Department Executive Director
Crystal Wright**

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MESSAGE FROM PRESIDENT KELLY ELLIOTT

I am so excited for our Centennial year of the American Legion Auxiliary. This is going to be a year of celebrating. Our 100 years of Service not Self. Serving our Veterans, their families and our Communities. And with our own Nicole Clapp serving as our 100th National President to top it off.

This year I want us to remember why we became Auxiliary members. Celebrate those that made us eligible for our membership. Let our communities know what we do and why we do it. Toot your own horn ladies. Get the word out about our programs and how we are here for our Veterans. This will bring in those new members that we need to keep our Organization going well into the future. Make sure to make these new members feel welcome. Let them know about our programs and listen to their ideas and suggestions. Don't be afraid of change and be flexible. Together we can make our ALA stronger. We need to stop the slide in membership and start to grow again. That way we will continue to be here for our Veterans for the next 100 years.

My Theme this year is "100 Years of Service Not Self" and my symbol is the Angel. There are angels among us and watching over us. Angels are a symbol of peace and love. Something that our members excel at. We need to continue to show that to each other and our Veterans.

THEME: 100 Years of Service Not Self

SYMBOL: Angels

COLORS: Red, Blue and Gold

SONGS: Angels Among Us, Carry On and American Soldier

SCRIPTURE: Philippians 4:13 "I can do all things through him who strengthens me."

PROJECTS:

- Junior Camp – Donations
- Girls State – Purchase Laptop and Printer
- VA Facilities – Choose a special project at each facility to make the Veterans stay more comfortable and enjoyable.
- Bring more awareness to Suicide Prevention with our Active Duty and Veterans.

MEMBERSHIP THEME: Kelly's Angels

MEMBERSHIP SYMBOL: Angel Wings

MEMBERSHIP SONG: The Theme Song to "Charlies Angels"

I am looking forward to meeting you all this year and celebrating our 100th Birthday.

God Bless Our Veterans and our Legion Family



2019-2020 Americanism

Mary Sypherd

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What can you do?
you?

What can you do to show what Americanism means to

Be knowledgeable on flag etiquette, history and the proper disposal methods; as well as promoting and observing patriotic holidays.

You can also help in promoting our Auxiliary programs; sending students to Girls State and Junior camp as well as the Quilts of Valor project. And dont forget about our Legion programs- Boys State, the Oratorical contest, flag essay contest, Legion baseball and junior shooting sports.

You can encourage flag displays; whether it be in the classroom, at home or your local businesses. Assist at Legion family patriotic events such as the Honor Flights.

There are so many ways to support Americanism, for more ideas go to the Legion website at www.legion.org, or the national Auxiliary website at www.alaforveterans.org to download forms and contest rules. Or check out www.legion.org/legislative to see what is happening with the U.S. flag bill.

Check the national website for contest and reporting deadlines. The mid year report needs to be turned in to me by December 31, 2019 and the year end report needs to be turned into me by May 1, 2020 so that I can report to the Central Division chairman about all the great things the Department of Iowa is doing to show patriotism and respect for our American flag.

There are so many small things we can do to show our patriotism as well; wear auxiliary clothes, flag pins or anything bearing our Auxiliary symbol.

AUXILIARY EMERGENCY FUND



Helen Hildebrand
25615 New Vienna Rd
Farley, IA 52046
Helen52046@aol.com
563-542-3829



THE PROGRAM:

The Auxiliary Emergency Fund (AEF) provides temporary financial assistance to eligible members during times of financial crisis or weather related emergencies and natural disasters and promotes awareness and knowledge of the program. Grants can be used during natural disasters to help with food and shelter. In financial crisis, grants can also be used to help with utilities. It is not available to help with accumulated debt. It can also be used for educational training in the event of the loss of a primary wage earner in the family. Final determination of grants awarded is made by the AEF Grant Committee.

Grants from the AEF are available to any member who has been a paid member for the past two consecutive years and whose current member dues are paid at the time of the emergency (3 consecutive years). Forms for assistance are available at alaforveterans.org in the members only section and then AEF. The form should be **completely** filled out (incomplete forms will delay processing) and turned into your unit to be forwarded to Department and then on to National. The maximum grant is \$2,400.

WHAT CAN YOU DO:

Familiarize yourself and your unit members with AEF and its guidelines. Brochures are available through department or on the national website alaforveterans.org. Applications can also be printed to have available in time of need. These will also be available at the Program Workshop, Mid-Winter, and Department Convention. If you don't have access to a computer, please contact me and I will forward them to you if needed! AEF funds are not awarded by units or departments so make sure that any donation sent to Department (they will forward it to national) is earmarked for AEF so that you and/or your unit get credit for it!

Be on the lookout for information about DIVA Day at Mid-Winter!

CONTESTS:

All contests will follow the National Plan of Action and Annual Supplement to the Programs Action Plan. Please check those action plans to follow the awards guidelines.

Please take time to send in your unit's report about AEF and to fill out the National Report and Awards Cover Sheet. Provide details and examples about your activity. Be sure to tell how creative you were in your fundraising and how much money you raised. There are awards for the most donated by a unit and a member. Department cannot be expected to track this information. If you or your unit donates to the AEF, you need to submit a year-end report to be considered for those awards! Submit the report to me by April 30, 2020.

Individual members who donate \$50 or more are eligible to receive a pin. Please submit your Mid-year report to me by December 31, 2019 and your year-end/contest entries to me by April 30, 2020.

So let's make this 100th year of the American Legion Auxiliary all about "Service not Self" by supporting the AEF and building the funds to help our members in need.



Mary Mooberry
1200 Court St
Charles City, IA. 50616
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m_mooberry@yahoo.com

CHAPLAIN

Colossians 3:12 Therefore, as God's chosen people, holy and dearly loved, clothe yourselves with compassion, kindness, humility, gentleness and patience.

Hebrews 13:1-2 Keep on loving one another as brothers and sisters. Do not forget to show hospitality to strangers, for by doing so some people have shown hospitality to angels without knowing it.

As we begin our year with Department President Kelly, please pray that God sends his loving angels to wrap their arms around President Kelly to keep her safe in all her travels and to have a successful year.

As newly elected Chaplains, please pray for our veterans, their families and all of the members of our American Legion Family. Chaplains provide spiritual and emotional guidance when needed. Keep in mind that our prayers and devotional thoughts must be kept non-denominational.

Remember our Veterans by:

- Honor them through Prayer.
- Send cards for appropriate occasions.
- Visit them in their home, nursing home or Veteran Hospital. Give them an inspirational poem, give a hug if possible and always have a smile. Ask if they would like a prayer said before you leave.
- Sending cards, wreathes or flowers for deceased members.
- Holding memorial services and draping your Unit's Charter in black.
- Opening and closing all meetings with prayer.
- Make a "Book of Prayers and Inspirations" for your Unit President.
- Report deceased members to your District and Department Chaplain.
- Attend visitations and/or celebrations of life. Share words of comfort describing deceased member's Auxiliary involvement. Present a Certificate of Remembrance for the family.
- Remember Gold Star Mothers in September, Veterans in November, Four Chaplains in February, deceased veterans and members in May.
- Make and distribute "Thinking of You" booklets and have unit members write a small note or message of hope or perhaps a personal prayer to be sent to local nursing homes.

I will be putting together a book of prayers, poems and inspirations for President Kelly throughout her year. Please send me your prayers, encouragements and wishes for her successful year. Her theme is "100 Years of Service Not Self" and her symbol is the Angel. Colors of RED, BLUE and GOLD. You may either email or use my home address.

PLEASE NOTE: Units send member data form for each deceased member to the Department Office and District Chaplain. District Chaplains please send the names of all the deceased members from your district to me by **June 30th, 2020** so that I have correct information for the Memorial Service at Department Convention. **UNIT CHAPLAINS**, please send me your mid-year report prior to **January 1, 2020**, as well as an end of year report by **April 30th, 2020**. Let me know what you are doing and I will share with other Units to be inspired.

Chaplain Contests

Best Book of Prayers and Inspirations:

Class I: District Chaplain's Book of Prayers & Inspirations for her District President

Class II: Unit Chaplain's Book of Prayers & Inspirations for her Unit President

Class III: District Junior Chaplain's Book of Prayers and Inspirations for her Junior Department President

Class IV: Unit Junior Chaplain's Book of Prayers and Inspirations for her Unit Junior President

Rules for all classes are the same with exceptions:

1. Use 8½ x 11 paper, pages should be typed (Junior's can be handwritten). Leave 1" border on all sides of each page. Use pictures or clipart to decorate
2. Cover may be folder of your choice, notebook, construction paper or other decorative paper. Cover page MUST have "Prayers and Inspirations" centered and the American Legion Auxiliary emblem (available through Emblem Sales) at the top of the page.
3. The first page shall include the name and address of the member submitting the entry, the class category, unit name and number, county, district and to whom the book is dedicated.
4. There is a maximum of 20 pages (40 if using both sides).
5. Will be judged on neatness, quality, creativity and content. You may use President Kelly's theme, symbol and songs. Book should have a theme tying all entries together.

Best Booklet of "Prayers and Inspirations" or "Thinking of You" used for nursing homes or shut ins.

Class I: Any Senior Auxiliary Member

Class II: Any Junior Auxiliary Member

Rules for both classes

1. Use 8½ x 11 paper, folded in half. Size of booklet will be 8½ x 5½. You may use a 10" plastic photo album. Pages may be typed or neatly handwritten. Use pictures, your own artwork or stickers.
2. Cover may be construction paper or other decorative paper folded to correct size. Cover must have "Prayers and Inspirations" or "Thinking of You" centered along with the American Legion Auxiliary emblem at the top of the page.
3. First page must include the name and address of the member submitting the book, class category, unit name and number, county and district. Maximum of 20 pages.
4. Judged on neatness, quality, creativity and content. You may use President Kelly's theme or personally created theme. These are not judged by District Chaplains! Please submit your entry directly to Department Chaplain, Mary Mooberry. Emails and Address area on page 1.

Booklets are due to Department Chaplain Mary Mooberry and postmarked by April 30, 2020. Booklets may be picked up at the end of the Senior or Junior Department Conventions.

Department Chaplain Mary Mooberry, 1200 Court Street, Charles City, IA. 50616
641-228-4573 m_mooberry@yahoo.com

CHILDREN & YOUTH

NAME: PAIGE COPPLE
ADDRESS: 1400 280TH ST SALIX, IA 51052
E-MAIL: PAIGE.COPPLE@AOL.COM
NUMBER: 712.420.2986

Children and our youth are the future of our world. We need to support and guide them in everything they do. Remember times are changing so we need to adjust accordingly.

SUPPORT MENTAL HEALTH AWARENESS

Help the children and youth in your community raise awareness about mental health within younger generations. Teach people, young and old, that it is okay to have a mental illness. Help those who do find the right support.

SUPPORT ACTIVITIES FOR VETERANS

Encourage the children and youth within your community to do activities for our veterans. Invite the community to create things for local VA hospitals. Host events where children and youth can visit with veterans and play games, talk, make crafts together, and have fun.

SUPPORT MILITARY FAMILIES

Host events for military families. Help raise awareness to the community about military families.

AWARDS & REPORTS

The Youth Hero and Good Deed Award nominations need to be sent to me no later than April 30, 2020. Mid-year reports are due no later than January 2, 2020. End of year reports are due no later than May 6, 2020. Please feel free to continually send reports to me. They may be sent via snail mail or e-mail.

100 YEARS OF SERVICE NOT SELF
1919 - 2019
IOWA
CHILDREN & YOUTH

Community Service
Connie K. Wagner, Chairman
3548 Orchard Road
Osage, Iowa 50461
641-732-4492
wagner_farms@hotmail.com
(underline between wagner and farms)

COMMUNITY SERVICE

The Community Service program promotes the American Legion Auxiliary's visibility within our localities through our commitment to community, state and nation. Our theme this year is "**100 Years of Service not Self**" and the symbol is **Angels**.

Special 100th Anniversary History Program Facts:

The national Community Service committee was established in 1926, during the term of Past National President Adalin Macauley of Wisconsin. In 1934, during the term of Past National President Tess Carlson of Minnesota, a campaign was launched to make "good" books available to more Americans. The Community Service committee carried out this program.

What is this program, and why do we have it?

By being visible in our localities, the Community Service program demonstrates who we are, what we do, and why we matter.

Some ideas of what we can do! Be creative.

- Wear your American Legion Auxiliary apparel or pins while volunteering in the Community.
- Volunteer to organize or assist with your community's Veterans Day observance.
- Sponsor and participate in activities at local libraries, senior citizen centers, assisted living centers, nursing homes, service projects and causes.
- Attend and represent the Auxiliary at special celebration events in the community such as holiday parades, grand openings of community facilities and community leader recognition ceremonies.
- Organize a Flag folding presentation or how to retire American flags properly.
- Represent the Auxiliary as a member of local community boards and committees.
- The National Community Service Committee **Facebook group**, search "**ALA Community Service**"

Reporting:

Mid-Year Reports are due to me by December 1st. **End of the year report:** Due April 15th. Entries must include the award cover sheet, also it is encouraged to include pictures and newspaper articles.

Committee Contact Information: communityservice@ALAforVeterans.org

2019-2020
EDUCATION

Kim Dixon
2162 263rd Street
Oskaloosa, IA 52577
641-673-0220
kjdixon@mahaska.org



There are many activities and events to help you promote education:

- ❖ American Education Week: November 18-22, 2019. Remember to recognize all school personnel, not just teachers.
- ❖ Give 10 to Education: Units and members can contribute supplies in groups of 10 to classrooms.
- ❖ International Literacy Day Sept 8, 2019: Units and members can celebrate this day by donating books to your school library and encouraging members of the community to do the same.
- ❖ Units/Individual members can donate to American Legion Auxiliary education scholarship funds:
 - Children of Warriors National Presidents' Scholarship
 - ALA Foundation
 - Department, District, or Unit Scholarships
- ❖ After donating...PROMOTE the ALA Scholarships by getting the word out that they are available.
- ❖ Tell schools about tutor.com/military, a free tutoring website for military children.
- ❖ Volunteer in the classroom at your local school. Teachers always need help!
- ❖ National Library Week: April 19-25, 2020: Organize a book drive or volunteer!
- ❖ Teacher Appreciation Week: May 3-9, 2020: Show your local teachers they are appreciated!
- ❖ Schedule a "Veterans in the Classroom" program or a Veterans Day program for students.

These are just a few of the thousands of ideas to promote education. For more ideas and information, see the National Programs Action Plan at www.alaforveterans.org and look under the programs tab to find education.

Department of Iowa Merit Awards: 10 will be given

Mary Virginia Macrae Memorial Merit Award for medical training
Harriet Hoffman Memorial Merit Award for educator training
Department Past Presidents' Merit Awards

Find the form online www.iowaala.org . Click on forms and scroll to Merit Awards. One form is adequate to apply for all awards. Send the completed form and required attachments to Kim Dixon by June 1, 2020 (address above). Follow the rules precisely.

National Scholarship Opportunities: Go to www.alaforveterans.org and click on Scholarships for details

UNIT REPORTING AND AWARDS: Categories will be decided based on reports received. Entries shall be narrative, 1000 words or less. National cover page to include name of the entry, department name, unit name, and name and address of the unit chair. Send entries to Kim Dixon by June 1, 2020. Contact me for more details or questions. Please email me details at the above address if you/your unit does an activity or something to promote education so that I can properly track activities for reporting purposes. Please contact me (email above) if you need any additional resources or ideas for promoting education! Please send you mid-year report to me by December 1, 2019 and your end report to me by May 1, 2020.

National Programs and Awards: Can be found at www.alaforveterans.org. Click on programs, Education 2017-2022 Programs Plan Supplement.



FINANCE

Chairman- Dawn Aberle bdaberle@gmail.com
Member- Linda Sue Mullen lindasue39@mchsi.com
Member- Julie Rosenboom rjr@palmerone.com

We are your ANGELS OF PROSPERITY! President Kelly has charged us with a task of great importance. She has also charged you with that same great task. The task of understanding where our funds come from and where those funds go.

Archangel Raziel (member Julie) is the Archangel of Divine Magic. She can assist in magically aligning opportunities or inspire income generating ideas. Julie will be responsible for the Department Of Iowa Gold Club this year. She is looking for ideas to utilize these funds to the best of our Veterans and their families. The Gold Club was started in 2005. With a contribution of \$50.00 you help to support projects over and above your membership dues. These projects are approved by the DEC. The Gold Club has been able to support many worthwhile projects.

Archangel Chamuel (member Linda) is the Angel of boosting confidence, building career success and finding lost objects(money) Linda will be responsible for our Veterans facilities and seeing that they have what they need with the budget that is presented and with the funds from our angelic members that have not already been designated by you. These funds have been used to help create a household for the Memory Care unit at IVH. Purchase rifles for the Golden Age Games held at Sioux Falls. Purchase Robotic Cats and bus passes at Iowa City. Birthday Cakes and Clothing to Omaha. The Sticks Project in Des Moines.

Archangel Ariel (member Dawn) is the Archangel overseeing prosperity. I will help find the way toward increased wealth in all areas.

Archangel Metatron (President Kelly) Brings with her motivation to create positive change. She taps into skills and resources that were developed in lifetimes past.

So now that we have met our members our roles, goals and outlook for the upcoming year are simple and straight forward.

- Assist the governing body (DEC) in maintaining public confidence and support
- Recommend financial policies that protect the organization's assets
- Review and recommend the annual Budget to the governing body for approval
- Monitor monthly financial reports prepared by office staff
- Ensure the financial health of the organization through proper resource expenditures
- Clearly communicate the organization's financial condition to the DEC
- Recommend policies that govern the management of investments

It is important that each Unit, County, and District create a budget for the new year. This will help in many areas of your organization from general business expenses to the amount of monies you are able to give to those in your communities.

While you hear these last items every year it is always important to be aware of them and to be sure they are taken care of timely to avoid additional costs to the Department, your District as well as your County.

- File the IRS form 990 each year
- Pay required obligations to the County, District and Department
- Remit Membership timely
- File any other informational forms by the required date

In the Service of our Veterans celebrating 100 years of service not self.





Future Focus Committee



Chairman: Jayne Soppe
soppedj@hotmail.com
563-422-5092

Executive Director: Crystal Wright
alasectreas@ialegion.org
515-282-7987

Member Kelly Elliott
kellyelli26@gmail.com
319-981-1195

Member: Mary Sebben
msebben@aol.com
515-978-6339

Member: Judy Neal
Judyneal1967@yahoo.com
515-250-1407

Member: Mary Sypherd
mrsiowaclaus@yahoo.com |
319-461-9338

Member: Judy Ring
judyring.auxiliary@outlook.com
712-527-2817

Member: Diana Shadduck
ledi@mahaska.org
641-673-3227

All ALA MEMBERS are also members of this committee as we focus on our bright Future here in Iowa.

We need to work together and **COMMUNICATE** throughout our organization. We have the E newsletter started , the website will be enhanced , the Communique will be used along with Facebook (please tag and SHARE!),and some good , old fashioned talking at all levels – Unit , County , District and Department We need to share information , ideas and suggestions with each other as we all continue **100 Years of Service Not Self.**

Everyone was great sharing ideas at the District Conferences and Mid-Winter so now we are implementing many of your ideas! We want to add **Angel Ticklers** to the e-newsletter so send your information to Crystal Wright ED at the Dept. Office. Did you get a National Award? - be loud and proud and send this in. Do you have a meeting or event at your local Unit or Post? Put it on the webpage and share it with everyone. Let your Jr's Post for you – they LOVE to post and this keeps them involved. ♥





Focus on our Future and USE THE TOOLS!

It's our Centennial year and exciting learning is available about our history, purpose and future on the **ALA Academy**. Enroll in any or all courses on the National website at <https://www.alaforveterans.org/ala-academy/>. You will need an id and password to access the academy. Have your membership number handy and register here: <https://www.alaforbeterans.org/Register/>.

Check out the Iowa ALA Website for a list of Committee Chairman duties with a full description found in the Policy Manual and Bylaws See what interests you and learn more about it so you can volunteer.

Use the Member Handbook, also available on the website. Great information for new or experienced members and you can "fill it in" with your Unit information and print it all.

Keep building **BRAND LOYALTY** – wear your Legion family apparel proudly and not just to meetings. Keep a membership form with you so you can explain how to join this great organization.

WELCOME new members and new ideas – embrace change! Be Nice – be Positive, encourage and help – reach for that inner ANGEL in all of us! Explain, Educate and Mentor. Have meetings and activities that everyone wants to be a part of. **Everybody** likes to be included,, **Somebody** can do a part to help and **Anybody** can do something so that **Everything** gets done!

Spread your Magical Angel Dust and Strengthen our Organization so **100 Years of Service Not Self** grows to a bright future of helping **Veteran**.



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Iowa American Legion Auxiliary Girls State June 14-19, 2020 DRAKE UNIVERSITY – Our 75th Session!

The Iowa Girls State program is one of the premier programs sponsored by the American Legion Auxiliary, started by a dream of four women to teach young women about the political process. Girls State is a “learning by doing” program, which takes the girls through the entire political process. We cover city government, which is non-partisan in Iowa. Each girl is assigned to a room, which is also her city for the week. On Tuesday, the girls are randomly assigned to political parties—the Nationalists and the Federalists. On Friday evening, Inauguration includes the closing of the final joint session of the House and Senate, the installation of the Governor and her officials, the awarding of scholarships/merit awards, and Girls Nation Senators are announced. This year, we will also have an alumni reception prior to Inauguration, and parents, Auxiliary, and alumni are invited to opening ceremonies to celebrate our 75th. More than government happens at Girls State. During the week, the Department President tells the girls about the various Auxiliary programs. We have also held a mini programs fair to educate the girls about the American Legion Auxiliary and to recruit members. The presiding Girls State Governor opens and closes each day’s session, and we have informative and motivational speakers throughout the week.

****Each Unit is given the opportunity to send one or more girls to Iowa Girls State. A Unit may ask other organizations in their community to contribute to the cost of sending a girl and co-sponsor a girl with that organization.** However, if another organization co-sponsors a girl, they must contribute the money to the Auxiliary Unit and the Auxiliary Unit must write the check for the entire registration fee and send it to the Department Office. Registration fee is \$400 per girl due **December 1, 2019**. This includes \$340 registration; \$50 application fee; and \$10 Tshirt cost (the girls will all wear their shirts one day during the week). Each Unit may ask the girl they choose to reimburse them the application fee and t-shirt fee when she is selected, if they wish. You may reserve space for up to three girls by using the form included on the website listed under forms and then sending your registration fee and form to the Department Office of **\$400 for each girl**. Additional requests for girls are logged according to the date received and most years we are able to accommodate everyone’s requests to send additional girls. With our 75th session anniversary celebration this year, I would love to see us at our 278 maximum capacity!

Online registration will be available sometime around November 1. Please check the Auxiliary website at www.iowaala.org at that time for registration instructions. The Auxiliary and Girls State websites will have updated registration information for citizens after January 15. THE GIRL must follow the instructions in order for her to register correctly. Please make sure the GIRLS STATE CITIZEN is the one filling out the online paperwork. You should certainly follow up with her, but only she can fill out the health forms and other personal information online. She will receive an email confirmation that her registration has been completed, as will the Unit chair, but she STILL needs to MAIL the parent waiver form to Dept. Office.

****What kind of girls should attend Iowa Girls State?** First, the girl must want to come to Iowa Girls State and have the time available to attend the entire session (she cannot run for any state office if she cannot attend Inauguration, and if that is the case, why not give the opportunity to someone else?). **Only the Girls State Director will grant permission for a girl to arrive late or leave early.** (Please note this, as we had a few unnecessary issues with this point last year.) Second, a girl should be a leader in their community and school. She must have just completed their Junior year of High School by the time of Girls State and they must be 16 by September 15th of the calendar year prior to attending Girls State. She must agree to salute the American Flag and be an American citizen. We encourage Units to select girls who demonstrate qualities of honesty, leadership, citizenship, rank in the upper half of their class, and they should understand that the Girls State program is about government and politics. Third, girls should be healthy enough to keep up with the intense schedule of a week away from home. Our day begins with meetings at 8:00 each morning, and often goes past 9:PM each evening.

****After you have completed the Unit registration form and sent your check to the Department Office, you may access the Girls State website at www.iowagirlsstate.org to find the information to help you select a girl, general information for the Unit Chairman, and a press release. The sponsoring Unit will receive confirmation for each paid registration. The deadline is February 28, 2020 for the girls to complete and submit their forms online. This website is different from the Auxiliary website. All directions must be followed to successfully complete the registration and application processes. Please help the Auxiliary office with this registration/application process by adhering to all deadlines. NO refunds after April 30, 2020 (we have to confirm a number with the University for cafeteria and dorms). If you have any questions about the above information, contact the department office at 515-282-7987. If you need to contact the Director, Mary Andersen, you can reach me by the following means: email: andersma9678@gmail.com and phone: 641-919-0752. Because I am with students during the day, the Department Office should be your first point of contact. There is also a “contact us” on the Girls State website that gets to both the Department Office and Girls State webmaster.**

Iowa Girls State Board

Mary Andersen, Girls State Director
Ann Rehbein Bev Copple

Kelly Elliott, Department President
Crystal Wright, Department Executive Director

Who Needs Governing Documents Anyway?

All members do!

Sound governing documents:

- Help ensure fairness and protection for all members
- Tell why the organization exists, how it is structured, and how it is led and governed
- Serve as the framework for other rules and policies as may be needed and established for boards, officers, committees, and members to operate properly so the organization can be effective and the mission of the American Legion Auxiliary can be fulfilled in a spirit of good will.

Constitution, Bylaw, Standing Rules – What’s the Difference?

Constitution	Bylaws	Standing Rules
The ALA Constitution is the ALA’s Articles of Incorporation	How it governs itself	More specific , administrative, and “process focused”
Core purpose and structure	Fundamental rules	Provide details about provisions in Bylaws
Rarely Amended	Amended every 5-10 years, if needed	Can be amend as frequently as needed to keep the organization up to date
Supported by Bylaws	Supported by Standing Rules	Implemented in the spirit of good will!

To make it easy to start the process to make changes to your governing documents, be sure to have:

- Current copy of Your Governing Documents (Constitution, Bylaws, and Standing Rules)
- Current copy of National and Department (and District/County) Governing Documents
- Robert’s Rules of Order, Newly Revised
- List of changes to make

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HISTORY
2019-2020

LaDonna Runner
2661 330th St.
641-476-3455

Dept. Historian
Laurel, IA 50141
bwljun@heartofiowa.net

History is the collection of written articles and/or photos to help preserve events that have taken place within a specific time and as Historian it is my duty to record these events on the National, Department, District, County and Unit levels during President Kelly's term.

President Kelly's year promises to be a fun year with her open house on September 7th from 1:00 pm to 4:00 pm at her post home in Shellsburg, Iowa. Then our own Nicole Clapp becomes our National President with her homecoming, October 3rd through the 5th in Tama County. On November 10th, 2019 the American Legion Auxiliary will be celebrating 100 years then in July 2020 Girls State will be celebrating 75 years and the Juniors will be celebrating their 35th.

I am asking each of you to take lots of photos and send them to me along with any newspaper clippings, etc. of events so I will be able to put them into President Kelly's History/Scrapbook. If your unit has a Junior Unit please include them in your activities. I also ask that you include the usual Who, What, Where, When and please me tell what District the items that you send me are for.

Since this the ALA's 100th year, I would ask each unit to write up a history on your unit and please include when it was chartered and who the charter members were along with a photo (if you have one) of them.

As National Convention 2019 isn't till August, I am unable to give you any details of any contests that the National Historian will be having, so please check their website at www.alaforveterans.org in September.

I plan on having some sort of contest myself but haven't worked out all the details at this time so stay tuned.

Remember, Mid-year reports are due by December 15th 2019 and Year-end reports are due by April 30th 2020. I look forward to hearing from you and reading your reports.



100 Years of Service Not Self

Mikayla Wicker
3417 Oxford St.
Des Moines, Iowa 50313
(515) 468-5217
Kayla396@hotmail.com

Junior Activities

"The most powerful way to change the world is to live in front of our children the way we would like the world to be." – Graham R. White. As I think about my role as Junior Activities Chairman, this quote comes to mind. As Junior Activities Chairman, it is my duty to guide and support the Juniors of Iowa in their acts of kindness towards our veterans and military families. This organization has been shining for the last 100 years! If we want our organization to continue to grow and prosper for the next 100 years, we need to include our Juniors in everything we do. Invite them to meetings at unit, district, and department levels. Include them when participating in different volunteer activities and projects. Not only do these girls learn from us, but we also learn from them. That is why it is essential to support these girls in every aspect of this organization, to expand their knowledge of our mission and what it means to be an auxiliary member. One thing we can do to emphasize that our Juniors are the future of our organization is by helping President Kelly in supporting Junior Camp. Junior Camp is an amazing opportunity for our girls to learn many different things about our organization. They learn how to be independent when it comes to running for offices but also learn how to work as a team in accomplishing different projects and tasks while also having fun.

Americanism: This is the opportunity to teach our Juniors on what it means to be true to our flag; allowing them to learn about each part of the flag and the meanings of the colors, how to properly fold and what each fold means, and how to properly dispose of a flag when the flag becomes unserviceable. They can also learn the words of the Pledge of Allegiance and what they mean.

Junior Patch Program: Take some time and assist your Juniors in earning patches. Many activities and projects can be done to earn patches. To learn more about these activities, visit the Junior member activities page at www.ALAforVeterans.org.

Poppy Program: For information on this program, visit the Poppy Program section.

Unit Awards: A citation plaque will be awarded to the unit with the most outstanding Junior Activities Program.

- Narrative to not exceed 1,000 words and must include the award cover sheet
- Include information on how your Juniors have contributed to our goals of this organization
- Please include pictures, news articles, etc. of your Juniors participating in activities and projects

Best Media Coverage of an Activity or Project: Narrative to not exceed 500 words and must include the award cover sheet. Please include specified examples, using newspaper articles, newsletters, pictures, etc.

Please email me a mid-year report of the activities your Juniors have participated in by December 10th, 2019.

Please email me your end-year reports by April 30th, 2020.



Junior Camp



shutterstock · 295617014

Wow! Can you believe it! It's our 35th Anniversary!

The American Legion Auxiliary's first Junior Camp was held in 1985 and every year since junior members have registered and attended camp. Life time friendships have been made and for many juniors a continued membership in the American Legion Auxiliary. We have member's children now attending camp or belong to the SAL. Junior Camp builds a better understanding of our Country, Veterans and our Military and their families.

This year Junior Camp will be held August 9 – 14, 2020 at the Newton Christian Conference Center. Registration will be Sunday evening from 6 to 7 p.m. and Friday, August 14, Department Junior Convention will end our week of camping. Registration this year is \$_____. At this printing the DEC had not met so cost has not been determined. We will have a fundraiser this year to help defray the cost of camp.

Junior Camp offers a week of presentations on our veterans, military, Americanism, crafts, recreation, swimming, working on junior patches, cookouts, smores, Flag disposal, a talent show and building self- esteem. Please join us for our 35th Anniversary Party. More information to follow.

Doris Jackson, Camp Director

515-468-1274 mrsi@arm.net

Alice Klinkhammer, Program Director

563-564-3908

alicegreenwood@outlook.com



Kaye Bonesteel
PO Box 327
Shellsburg, Iowa 52332
319-521-4545
bonesteel65@gmail.com

Leadership comes from all levels. While we celebrate our Auxiliary Centennial, we need to remember our past leaders. Members from small rural towns, as well as large metropolitan cities joined Units and organized some of our most well-known programs. The Poppy program, Christmas Gift Shops and Veteran Affairs and Rehabilitation were formed from those members. Prior to that, Americanism, rehabilitation and child welfare activities were launched from our members working together with The American Legion. We hope more members are interested in taking on leadership roles so we may continue to our next hundred years.

Did you know not all leaders have titles? During meetings, help each other to identify their skills/strengths and try to create projects to match the person. Be sure to thank and recognize members for their participation. A leader should remember to be polite and respectful, invite discussion, have patience and admit to their own mistakes. We need to have a sense of humor, too. Things can go wrong and mishaps happen. We are all human. Although we will not agree with everyone all the time, we need to remain courteous and look at both sides of the discussion. A leader, as well as a member of the TEAM needs to accept change, feel confident and free to voice their concerns or objections and their ideas. We do this with respect and sincere wishes to put SERVICE BEFORE SELF.

There are over 2,000 documents on our National website. Encourage members of all ages to browse the Department and National websites. If members have difficulty with computers, offer to help them navigate these sites and print off copies. Provide information for participation in ALA Academy as a Unit. Encourage taking *Welcome to the American Legion Auxiliary Senior Auxiliary Basics, A course on our History and Legacy* at www.ALAforVeterans.org under the Leadership tab. Under this same tab there is also *Welcome to the Junior ALA Course "The ALA: My Organization and What I Need to Know to Grow as a Member"*.

We need to nurture leadership at all levels and ages. Our Auxiliary leadership has accomplished much through these past 100 years. All of our leaders came from somewhere, some from large famous cities, some from smaller suburbs or even a small rural town in Iowa. The point is, they believed in our organization and our mission.

****Most Outstanding Unit Leadership Program and Best Department Leadership Program-**
Details will follow. Please watch your ALA Communique.

****Reporting Deadlines:** *Mid- Year Reports: Presidents, at all levels, please submit a report BEFORE December 15, 2019. Year End Reports: I will need these BEFORE April 25, 2020. These are the dates I should have received your report in the mail so I may send them onto National. We want Nicole's year to shine, so please don't delay.*

Department of Iowa

Legislation

Verlinda Prior

P.O. Box 92

Columbus Junction, Iowa 52738

verlindaprior@yahoo.com

319-728-2568

Legislative

This program is designed to assist, inform and give guidance to our members about the American Legion legislative priorities. This program needs to start at home level and work its way to the Nation. What I mean by this is look at the laws in your city, county, state and nation. All these make a difference and so do you. Be informed of what is happening around you.

The most valuable tool you have been given is the right to **vote** please do so. Know who is running for offices in your city, county, and state. Help others to know who they are. By being informed you are helping our Veterans to get the best services they can.

If you don't have a legislative chairman in your Unit you need to do so. This person can present programs on the current legislative priorities for the state and National level. They will keep you up to date with all that is going on at the state and nation that the American Legion is advocating. Again, every vote count, every ALA member can call, write or e-mail their elected officials. Know who your elected officials are. Your chairman will keep track of who, what, when and how contact info was done so that it can be included in your Mid-winter and Year-end reports.

Set up an account with the Auxiliary website to have access to the 2017-2022 Program Action Plan [PAP]. This program is designed to help with ideas for members, Units and Departments on the Legislative guide.

Websites:

1. ALA Legislative Advocacy Guide—download from www.alaforveterans.org 18-page pamphlet
2. Legislative priorities from National Headquarters—www.legion.org/legislative Able to read and keep track on current priorities and issues.
3. Subscribe to the Legion's Legislative action Alerts—[wwwcapwiz.com/legion/min/sign up](http://wwwcapwiz.com/legion/min/sign_up)
4. The Iowa Department website for info on Iowa's legislative program at—www.ialegion.org

Narratives/Awards

Legacy Unit Award—this award is for an outstanding Unit Legislative report. Requirements are as follows: Narrative form, MUST include an award cover sheet. Pictures may be included. Mail or email to Verlinda Prior. Deadline is April 30th, 2020

Legacy Member Award—for outstanding member who has participated in legislative activities and has shared their efforts at Unit meetings. Same format as Unit award. Mail or email to Verlinda Prior Deadline is April 30th, 2020

Legacy Junior Award—for an outstanding junior member who has been involved at legislative events or reported on her experience at Girls State. The report should include the junior members thoughts on the legislative progress. Entry MUST be typed and include the award cover sheet. Report may include pictures and newspaper articles. Mail or email to Verlinda Prior. Deadline is April 30th, 2020

100 years of Service not Self by supporting The American Legions Legislative agenda.

MEMBERSHIP

Membership Committee Members

Judy Ring, Chairman

1016 N. Walnut

Glenwood, IA 15134

Phone (712) 527-2817

Judyring.auxiliary@outlook.com

Gold Team District 7,8,9

Alida Kolthoff

5825 Troy Mills Rd

Walker, IA 52352

(319) 213-4125

jakolthoff@hotmail.com

Blue Team Districts 1,2,4

Jammie Phillips

2416 Waterford Dr.

Ames, IA 50010

(920) 319-0539

Jammie.phillips@yahoo.com

Red Team Districts 3,5,6

Membership Theme: Soaring to New Heights. Recruit, Renew, Rejoin

As we begin our second century of Service not Self, we will soar to new heights by retaining the members we have, rejoining members that have left and by recruiting new members. We will honor the traditions of the past and welcome new ideas of the future. How will we accomplish this, by **focusing on the positive!**

With focusing on the positive, please plan to participate in a Week of Caring and Sharing during the week of April 1-7. This week is designed to make contact with every member. To let them know how important they are to our mission. From paying dues, organizing events, fundraisers and everything in between all members are important and we could not function without them.

“Alone we can do so little, together we can do so much”- Helen Keller

Your membership team is here to help you in any way we can. We will work with you to:

Earn Your Wings- 75% by Dec 7 Pearl Harbor Day

Take Flight- 95% by May 18 Armed Forces Day

Soaring High- 100% by June 30

Membership Changes

Membership report will be posted every two weeks this year, and there will be no comparison as to where we were this time last year. With focusing on the positive we are only looking forward.

Renewal notices will be mailed by September 15, 2019 the first time and by January 15, 2020 the second time. You do not have to wait for National to send out renewals, you can send out your own as well.

Seating at National Convention in 2020 will solely be based on membership percentage. Let's be sure we are front and center and work well together as a team.

INDIVIDUAL AWARDS

10x10 Members that recruit 10 NEW junior and or senior members for the 2020 membership year by November 10, 2019 will be awarded \$100.00 All new member names must be entered into ALAMIS by 10/10/20 and all forms must be received at National by Nov. 15 to be eligible. All verified entries will be placed in a drawing for \$1000.00 towards a trip to the 2020 National Convention plus 2 states dinners tickets. If the winner of the drawing does not attend national convention, the prize is forfeited

Recruit/ Rejoin 5 There are two deadlines this year. President's day (2/17/2020) and Flag Day (6/14/2020). Anyone who accomplishes this will receive a personal gift from National President Nicole Clapp!

Rejoins The **member** with the most rejoins will be awarded \$100.00 Rejoin is any member who has not paid dues since 2017.

Junior Recruits- There will also be a monetary award for the member that **recruits** the most new **juniors**

UNIT AWARDS

Any unit, Nationwide, that reaches 100% by the ALA birthday of Nov. 10 will be placed in a drawing for \$100.00. (100 units will be drawn)

DEPARTMENT AWARDS

Pearl Harbor Day- Departments at 75% of goal by Dec. 7th will receive \$250.00

Armed Forces Day Award- Departments at 95% of goal by May 18 will receive \$250.00

Centennial Award- Departments at 100% of goal 30 days prior to 2020 National Convention will receive \$500.00. The winners of this award will be announced at National Convention. Departments can win up to \$1000.00 if all three goals are achieved!

Challenges

The department of Iowa has challenged the Departments of Illinois and Wisconsin in regards to membership. Your Iowa membership team has accepted a challenge between our own American Legion Family Department of Iowa. Between the American Legion, The American Legion Auxiliary and the Sons of the American Legion. The organization with the highest membership total at Mid-Winter will hand out the punishment for the other two entities. Details of this challenge are still being finalized.

This is going to be a fun and exciting year with great goals, challenges, awards and bragging rights. We have so many things to Celebrate... The icing on the cake would be for **Iowa** to be a **Goal Department**. What a better way to celebrate 100 years of Service Not Self! The more members we have the more service we can provide to Veterans and their families.

Don't forget those reports ladies

Mid-Year report is due to Judy no later than Dec 15,2019

End of Year Report is due to Judy by April 15, 2020

NATIONAL SECURITY
2019-2020

The National Security Program promotes a strong national defense by supporting the emotional and social needs of active, reserve, and transitioning military service members and their families. As Auxiliary members, we can be their "angels" to support and assist them in many ways such as:

- *Provide blue and gold star banners for recognition of service members
- *Provide spouse and family support
- *Get information about PTSD, TBI, and other issues they may be experiencing
- *Work with a Family Readiness Group
- *Talk to your Legion service officer to see what they offer for help
- *Donate Blood
- *Fold and provide pocket flags
- *Show patriotic and moral support at yellow ribbon events, offer hospitality, refreshments, and youth activities
- *Host send-offs and welcome home events
- *Reach out to help military families left behind during a deployment
- *Get involved in the Citizen Corps Council to ensure citizens are prepared to respond to natural disasters such as floods, hurricanes, blizzards and man made disasters and emergencies
- *Collect supplies for emergency preparedness kits and distribute them in your community
- *JUNIOR members can get involved in and/or start a Youth Preparedness Program
- *Build and/or help a neighbor build an emergency preparedness kit and plan
- *Offer a training exercise in your post home to give training in first aid, CPR or other types of emergency skills
- *Join with your Legion post to host a POW/MIA ceremony on National POW/MIA Recognition Day, commemorated annually on the 3rd Friday of September
- *Follow the Legion's POW/MIA Empty Chair Resolution 288 for designating a POW/MIA empty chair at all official meetings
- *Host a remembrance event for MIA service members from your area
- *Join the Legion to honor ROTC and JROTC cadets by having a dinner & recognition banquet

UNIT AWARD: Most Outstanding National Security Program

Entries must be typewritten in narrative form and include the cover sheet

May include pictures and newspaper articles

Deadline is April 30, 2020

Donna J. Flewelling, Chairman
1241 Hancock Ave, Merville IA 51039
(712) 873-3066 H (712) 870-1312 C
flewcake@wiatel.net

PARLIAMENTARIAN

Diana Shadduck
1205 E Avenue East
Oskaloosa, IA 52577
Phone: 641 673-3227
E-mail: ledi@mahaska.org



Why is Parliamentary Procedure important? Parliamentary procedure is a set of rules or guidelines for conduct at meetings. These rules allow everyone to be heard, to promote cooperation and harmony and to make decisions without confusion.

Are Parliamentarians elected or appointed? A Parliamentarian is appointed by the President to give advice on parliamentary procedure to the president, (and if asked) officers, committees, and members of the organization. "The Parliamentarian is much like an official in a game. She is to be impartial and make sure everyone plays by the rules." She remains neutral on issues and cannot make motions, debate or vote, except by ballot.

What are the Resources Available?

- District, County, or Unit governing documents consisting of a Constitution, Bylaws and the Standing Rules.
- Department of Iowa Blue Book 2019-2020 (www.iowaala.org/)
- American Legion Auxiliary Unit Guide Book (www.alaforveterans.org) (REVISED 2019 edition).
- National Constitution, Bylaws and Standing Rules 2018 (www.alaforveterans.org)
- Manual of Ceremonies, (www.alaforveterans.org)
- Roberts Rules of Order, Newly Revised edition (<https://emblem.legion.org/>)
- Parliamentary Procedure Booklet (<http://emblem.legion.org/>)

Review Governing Documents (Constitution/Bylaws and Standing Rules) at the beginning of the Auxiliary year. All changes to the Unit Governing Documents shall be submitted to the Department Parliamentarian for review and recommendation before they become operative. Documents may be either mailed with signatures (2 copies along with a self-addressed, stamped envelope) or sent by electronic mail (E-mail) with typed signatures to ledi@mahaska.org. I will return one (1) copy to you with my signature and send one (1) copy to the Department Office. Please call if you have questions.

All members have basic equal rights: To vote, to be elected an officer, to be heard and to oppose. Procedural rules should always be seen as a means to an end, not an end in themselves. Remember, "kind words can be short and easy to speak, but their echoes are truly endless".

Vickie L Klinkhammer
Department of Iowa
ALA Past President 2017-2018

National Website: ALAforVeterans.org
Past Presidents Parley Awards



1630 Cornell St
Dubuque, Iowa 52001
Cell: 563-663-0076
Home: 563-556-2125
vickieklinkhammer@outlook.com

Past Presidents Parley

What is this program, and why do we have it? The purpose of the Past Presidents Parley (PPP) committee is to utilize the experience and knowledge of past Auxiliary leaders for training and encouragement of future Auxiliary leaders. Through the Past Presidents Parley committee, women who have served as unit, county, district, department, and national presidents have an opportunity to continue in active service to the Auxiliary, helping ensure strong future leadership for the organization. The Past Presidents Parley also recognizes and honors outstanding unit members through Unit Member of the Year, and female veterans through the Salute to Servicewomen awards.

What can we do?

1. Promote mentoring opportunities of unit members. As former leaders, past presidents at all levels are encouraged to continue their support to the organization by accepting responsibility to contribute their experience, knowledge and wisdom. As ambassadors for the organization, there is much information to share in achieving a stronger organization, at each level, by sustaining growth through positive actions.
2. Promote and submit nominations for the Unit Member of the Year Award. This award recognizes the contributions made by a valued unit member who has not served higher than Unit President. Her contributions must have been made in the current 2019-2020 year. Her current membership dues must be paid. This information must be sent to the District President two (2) weeks prior to District Spring Conference. No Exceptions. The District President forwards her winner to me by April 30, 2020. Only select one member to compete for department recognition. Also honor the member in her unit for significant contributions made to the unit. Encourage other units to participate. All Unit Members of the Year are recognized at National Convention.
3. Promote and submit nominations for the Salute to Servicewomen Award. The PPP will continue to recognize the military service of female personnel, including the National Guard and Reserve components, representing each branch of service at the national convention. Send entries to your District President by April 15, 2020. District Presidents send your entry to me by April 30, 2020. Send only one entry per branch, per District.

Take the time to share a favorite story about the positive impact you or someone you know has had on our mission. It helps tell the world who we are, what we do, and why we matter!

Programs action Plan 2019-2020

Public Relations

Jackie Westover
Public Relations Chairman
1437 Osceola Av
Correctionville, IA 51016
712-372-4069
jwestove@msn.com

“100 Years of Service not Self”



Public Relations promotes who we are, what we do, and why we matter. The actual definition is “communicating our organization’s message at the right time and in the right place to the right audience”. It is the continual management of promoting the American Legion Auxiliary’s image in the most positive manner by focusing on building good relations and communication with the public. Public Relations is about relationships and about the flow of communication that goes both ways. Promoting the ALA strengthens our brand and makes us appealing to potential members who will recognize our common goal of helping veterans, service members, and their families.

What can you do? **Think of the following words – Relationships, Connection, Engagement, Influence, Image, Communication**

The American Legion Auxiliary will turn 100 on Nov. 10, 2019. The ALA’s 100th anniversary is a time not only to celebrate the achievements of the last century, but also to look ahead to our next century, whether you’re an individual member or a unit, district/county, or department. A new generation of veterans, servicemembers, and their families will depend on the American Legion Auxiliary.

Even though the digital age is here to stay, positive PR can be achieved in many forms. Be creative. By connecting with the public and building a relationship, you can foster a positive image for this organization. This is a great year to celebrate and promote the Centennial birthday of the American Legion Auxiliary.

Plan your celebrations

If you have not already done so, organize a centennial committee to plan how your unit will celebrate. Members can also join the American Legion Auxiliary 100th Anniversary Celebration Facebook group at www.Facebook.com/groups/ALAcenntennial. This closed-group forum, a place where members-only can gather to discuss the centennial, is a great resource for ideas on how to observe the ALA’s 100th birthday. Centennial celebration events are perfect opportunities to recruit new members to help us begin our next century of service.

Promote your celebrations

Reach out to your local newspapers, television stations, and radio stations. Designate a spokesperson for each event to talk to the media. Utilize your unit’s social media accounts and encourage your members to share the unit’s information and events on their personal social media accounts.

Ideas for celebrations

Celebrations don’t have to be big. Decide what is appropriate for your unit. Some units may want a small celebration with a birthday cake. Others may decide to host a festival for the community. Consider adding a celebration to an event your unit already has planned. There are several things you can do to commemorate the centennial:

- Community open house – Invite residents of your local town or city for a good old-fashioned party. Be sure to have membership brochures visible and available as takeaways. A community event for the public is a great way to recruit new members, volunteers, or donors.
- Ask your town mayor, city council, or chamber of commerce to proclaim an American Legion Auxiliary centennial day
- Host a dinner or dance at your American Legion post home.
- Host a community festival. Invite vendors in the community to set up booths.
- Organize a centennial blood drive, canned-good, or toy drive.
- Host a birthday party.
- Invite members to a crafting event.
- Ask local businesses to let your unit create a window display. The display can contain historical items and pictures related to your unit and the community. Or you can paint a display on the windows.
- Host a centennial tea. Make it a recruiting event by inviting potential members.
- Volunteer to host a cleanup day at a local park. Wear ALA branded t-shirts so others know who you are.
- Host a centennial picnic. Invite families from your unit, your post, and the community. Create old-fashioned games for families to play. Wear your branded clothing and hang banners in celebration of the 100th.
- Create a centennial display booth at county fairs or other community events. Have members take shifts at the booth to answer questions and tell visitors who we are, why we matter, and what we do.
- Have a float in a parade, or have members carry a banner in a parade and toss out candy.
- Plant a centennial garden. Consider doing this at your post home in a community garden.

Materials to have available at centennial events

- American Legion Auxiliary at a Glance brochure
- The American Legion Family membership brochure
- ALA Youth Programs brochure
- ALA membership application

All of these publications are available by sending a request to your ALA Department Headquarters. Visit www.ALAforVeterans.org/About/Department-State-Headquarters to see a listing of contact information.

Social Media Ideas for a Unit

- Create or improve and actively maintain a unit website that adheres to brand standards (see ALA Branding Guide at <https://www.alaforveterans.org/Media/>)
- Create and maintain an active social presence for your unit on one or more platforms in which you are comfortable (i.e., Facebook, Twitter, Instagram).
- You may say you do not know how to create a Facebook page, or website, or even how to write an article for the local newspaper. The information, including great templates, is located on the National website: <https://www.alaforveterans.org/>
- Consider joining the Legion's Iowa Press Association

Let's honor all our Veterans and their families by informing our communities about our 100 years of "Service, not Self" and how we can promote our organization for the next 100 years.



Veterans Affairs and Rehabilitation
Service to Veterans

Joyce Elliott
580 18th St Pl
Nevada IA 50201
515-451-6197
sdejae@gmail.com

Service to Veterans is volunteers who provide services to veterans, military and their families outside a VA Medical Center.

What can you do? Crochet or knit hats, scarves and mittens for homeless veterans. Raise funds for local posts to help a veteran and their family with rent, utilities or deposits and security deposits. You can compile "Blessing Bags" to be given to local police or other organizations that deal with homeless veterans.

You can help your Unit and Department earn recognition at National Convention through donations to support VA Creative Arts Festivals. Contribute supplies to help supplement visual veteran artists' needs for their projects. Contact your local VA hospital coordinator for a list of items.

Visit with assisted living or nursing homes to find veterans in their facilities to help them with postage or remember them on special occasions.

As a Unit you can help a veteran or military family with yard work, scoop snow or help with repairs, or relieve the caregiver if they have one, babysit or just be present.

Don't forget to track and report your hours and expenses. Service to a volunteer's family or relative cannot be counted. The tracking runs from April 1, 2019 to March 31, 2020. Your hours and expenses must be certified by your Unit and sent to me by April 30, 2020. Volunteers can earn "hour bars" when reaching specific hour milestones of 50, 100, 300, 500 and 1000 hours after which they will earn 1000-hour increments. The hours are cumulative from year to year. Please contact me if you have hours for bars to report.

A short narrative would be appreciated from your Units by December 15, 2019 so I can prepare and submit my Mid-Year Report to the Central Division Chairman. The annual report is April 30, 2020.

Remember the Angels are watching over us as we help our Veterans, Military and their families.

Additional details, information and resources may be found on the National American Legion Auxiliary website www.alaforveterans.org in the Members Only section.

Message from Department Executive Director

By now you should know that there is a newsletter that we try to get out to you with information about twice a month. If you have not registered, please do so by going to Facebook and finding the post about sign up or by going to the website and clicking on the link to register. This will keep you updated on what is taking place and important due dates.

Committee members, each of you have been assigned a special Program this year. I would like to receive monthly updates on your program regularly to use for the newsletter. It only needs be a couple sentences and or you can send info about a fundraiser or project being worked on. This will help keep the Auxiliary in the Know, so that if help is needed, we can assist with project and or donations. If you have no updated news just advise that the program is working diligently but nothing to report on this month. This way I can add your updates to the newsletter and the website so more members can see the progress we are making as an American Legion Family.

I need all forms, reports and or registrations to be sent to me by email if possible. I understand not all people are tech savvy, but some information is needed electronically as I do not have the time to retype your entire article that you already typed. Feel free to mail it in also if you desire but if sent electronically there is no need.

Please review the DUE DATES! Many things this last year and even the start of this year have been late. This makes it difficult for me and everyone else waiting on information to review items. Dates are set to allow me at least 3 days to go over all the documents prior to publishing to check for mistakes.

Finally, Spread those Angel wings and fly. We need to retain our membership and continue to grow our organization. Membership team will be reporting to me monthly and you will be provided current up to date numbers and goal setting records.

I will be attempting to get the website updated so instead or addition to just listing what each program does there will be a tab (hopefully) that you will be able to click on and see current activities going on in each Program. So, if you have a purse donation, or doing backpack, or having something at a VA Center, you will be able to send stuff in and have it posted.

2019-2020 INFORMATION AND DEADLINE CHECK LIST FOR UNITS

AUGUST

August 2-3, 2019 – Department Programs Workshop
August 15, 2019 - Communique Articles Due at Department
August 23-29, 2019 – National Convention, Indianapolis, IN

SEPTEMBER

September 2, 2019 – Labor Day – Department Office is closed

OCTOBER

October 1, 2019 – Girls State information will be on website
October 1, 2019 – Unit Impact Reports will be on website under forms
October 3-5, 2019 – National President Homecoming, Tama, IA
October 14, 2019 – Columbus Day Observance – Department Headquarters Office is closed
October 20, 2019 – Gold Club Membership Renewals are due in the Department Office
October 20, 2019 – Unit Obligation form and check due in the Department Office
October 20, 2019– Poppy Orders due in the Department Office - **NO LATE ORDERS WILL BE ACCEPTED**

NOVEMBER

November 11, 2019 – Veterans Day Observance – Department Headquarters Office is closed
November TBD, 2019 – Membership Rally - TBD
November 28-29, 2019– Thanksgiving – **Department Headquarters Office is closed**

DECEMBER

December 1, 2019 – Girls State Registration Forms & Check (\$400.00) from Units due to Department Office – late checks and applications will not be accepted – go to website, click on forms, click on 2020 Girls State Registration
December 1, 2019 – Membership due in office – to be counted at National for January 2020
December 24-26, 2019 – **Christmas – Department Office is closed**

JANUARY

January 1, 2020– New Year's Day – Department Headquarters Office is closed
January 20, 2020 – Martin Luther King Day – **Department Headquarters Office is closed**
January 31, 2020 – Membership is delinquent - (and loss of continuous years if turned in after this date to National Office)

FEBRUARY

February 13, 14, 15, 2020 – Mid-Winter Conference, Airport Holiday Inn, Des Moines
February 17, 2020 – Day after Mid-Winter Conference – Department Headquarters Office is closed
February 17, 2020 – Presidents' Day – **Department Headquarters Office is closed**
February 28, 2020 – Deadline for Girls State Citizens to apply to attend – late applications will not be accepted

MARCH

March 15, 2020 – All National Scholarship Applications are due in the Department Office

APRIL

April 1, 2020 – Girls State Counselor applications must be in – form on website under forms
April 15, 2020 – Unit Data Form – Direct Billing – on website under forms
April 30, 2020 – 2020-2021 District, County, and Junior Officers forms due in the Department Office
April 30, 2020 – Unit Impact Reports due to County President. NOTE: All Unit Narrative Reports are to be sent to the appropriate Department Chairman for their reports and awards. These reports must be sent in to the appropriate Chairman by the deadline or they WILL NOT be considered for judging. DO NOT send narratives to the Department Office. No Impact reports are accepted at the Department Office except for the 9 District Presidents.
April 30, 2020 – Last day to request a refund for Girls State. Must use request form online.

MAY

May 25, 2020 – **Memorial Day, Department Headquarters Office is closed**
May 27, 2020– Department Convention Delegates/Alternates Form, Unit Officer Form, and other material needed to begin the new administrative year mailed to Unit Presidents from the Department Office

JUNE

June 1, 2020 – Iowa Merit Award application packets due to the Department Education Chairman Kim Dixon
June 5, 2020 – Poppy Proceeds check and report due in the Department Office

June 14-19, 2020 – Iowa Girls State at Drake University, Des Moines, IA
June 15, 2020- Communique Articles Due at Department.
June 15, 2020– Junior Camp fee and application (\$250.00) due in office – late checks and applications will not be accepted
June 15, 2020- Junior Camp Counselor applications must be in – form on website under forms
June 15, 2020– National Convention Delegates/Alternates/Guests/Hotel forms due in Department Office
June 15, 2020 – Top three top narratives chosen by Department Chairmen due to Department President
June 15, 2020 – Suggested Governing Document changes due to Sandy Deacon. Copies of suggestions are to be sent to the Department Office attention: Attention Crystal Wright.
June 19, 2020 – Girls State Inauguration at Drake University, Des Moines, IA
June 30, 2020-- Last day to request a refund for Junior Camp. Must use request form online.

JULY

July 1, 2020 – Department Convention Delegates/Alternates forms due in Department Office
July 1, 2020 – 2020-2021 Unit Officers form due in the Department Office
July 9-12, 2020 – Department Convention, Des Moines, IA - Installation of new officers
July 13, 2020 - **Department Headquarters Office is closed**
July 15, 2020 –Programs Workshop registrations due into Department Office.

AUGUST

Programs Workshop- TBD
August 9-14, 2020 -- Junior Camp, Christian Conference Center, Newton, IA
August 14, 2020 – Department Junior Convention, Christian Conference Center, Newton, IA
August 28- September 3, 2020—Louisville, Kentucky

Please note: Many forms were in the Unit/County/District Packets distributed at Department/District/County Programs Workshops held in August 2019. Check out the ALA Communiqué in the center of your Iowa Legionnaire for more valuable Auxiliary information. The Iowa Legionnaire and the ALA Communiqué will cover three months. Also check out our website: Programs and form information will be found on the website. An Electronic Newsletter is now available to Subscribers. If you need to Subscribe, please go to the Iowa Auxiliary Website and register on the homepage. Remember All deadlines listed above are firm! www.iowaala.org.

Unit Narrative Awards- If you are applying for a National Unit Narrative Award, please follow the directions in the National Program Action plan. <https://www.alaforveterans.org/members/programs-action-plan/>

