

**Department Executive Board Meeting
January 26, 2024
ALA Unit 32 Room**

Opening ceremonies	President Janelle Mendelson called the meeting to order. Department Chaplain Ashley Flores offered the opening prayer. President Elect Casey Rigerman lead the Pledge of Allegiance. Vice President Shelley McLatchie lead the Preamble to the Auxiliary Constitution and Bylaws.
Minutes approval committee	Without objection, the following three members are appointed to the minute’s approval committee: Pat Weaver, Tracy Trujillo, and Theresa Brandt.
Roll call	<p>Secretary / Treasurer Terry Lena will take the roll call of officers, DEC’s, and Past Department Presidents.</p> <p>Department Officers Present: Laurie Kuntz; NEC, Janelle Mendelson; President, Casey Rigerman; President Elect, Shelley McLatchie; Vice President, Deb Davis; Historian, Ashely Flores; Chaplain, Cat Apadoca; Sergeant at Arms.</p> <p>DEC Present: Betty Pickett; District 3, Ivy Herrera Garcia; District 5, Edrie O’Brien; District 6, Jackie Bowen; District 7, Pat Steranka; District 8, Evelyn Espinola; District 9, Deb Jackson; District 11</p> <p>DEC Not Present: District 1, District 2, District 4, District 10, District 12, District 13, District 14</p> <p>PDP Present: Donna Thompson, Pat Steranka, Susie Bozella, Diane Erickson, Evelyn Espinola, Laurie Kuntz, Tracy Trujillo, Theresa Brandt, and Bettina Kossow</p>
Dispensing with reading of prior minutes	Without objection, the minutes of the pre and post 2023 Convention will not be read. They were approved by a minute’s approval committee and sent to all members of the board, membership and is posted on ALA Colorado website.

Welcome:	President Janelle Mendelson welcomed everyone to the mid-year conference and introduced National NWD Vice President Karen Susag. There will be formal introduction on Saturday.
Committee reports	<p>President Janelle Mendelson asked if any other committee chair not currently on the agenda would like to report.</p> <p>AEF: Ivy Herrera: Nothing to report currently.</p> <p>Education: Tracy Trujillo: Nothing to report currently</p> <p>Juniors Report: Janelle Mendelson gave the Juniors report on behalf of Chair Ann Ritacco. Report submitted and will be available on the website and posted in the newsletter.</p> <p>Audit Committee: Edrie O'Brien read the Audit Report submitted by Chair, Rhonda Redgate. Report submitted and will be available on the website and posted on the newsletter</p> <p>Finance Report: Judy Sadler presented the finance report. Judy became pro temp Chair of Finance due to Rhonda Larkowski resignation. The Finance Committee would like to pursue an outside audit. The cost of the audit could range from \$8,000 and higher. Judy will request 3 bids prior to the Department Convention. Judy is working on the budget for 2024/2025 and will be presented 30 days prior to convention to be voted on at the Department of Colorado Convention Post DEC meeting. She is also obtaining a raffle license for the department at the cost of \$100. Many units are behind in the filing of their 990's. The importance of being up to date was emphasized. Once the IRS revokes your 990, you lose your non-profit. Districts should also file 990 as well and will be looked into this in the future. Our bylaws indicate we are fiscal year July 1 – June 30. All units and districts should be in the same fiscal year. Judy would like to arrange workshops and or an open forum regarding the 990.</p> <p>Fundraising: Laurie Kuntz presented the fundraising report. VA Christmas Gift Shop Challenge: Shelly McLatchie raised \$6,480</p> <p>President's Project Honor Bell Foundation has raised \$5,836 to date with a goal of \$10,000. Janelle has more pins in the back for \$5 a pin. All the rest of pins are profit and will go towards the Honor Bell.</p>

There are pringle cans outside for Poppy, NVCAF, and Honor Bell donations. Juniors will be sending out a donation hat tomorrow and they also have a silent auction of three reefs.

Public Relations: It is all about what you do and who you are. Flyers going out without saying they are ALA or where they are located. Make sure the location, logo, date, and what it is for. We are using hashtag #AuxiliaryStrongCO its catching on in other states.

National Security: There have been several requests and calls for Ms. America to receive the Service Member of the Year Award. She is not eligible because she just graduated and is an officer. You must be enlisted. Judy as a member of District 6 regarding annual VA Women's Luncheon; Ms. America was invited to the luncheon and if she can't come, we may get a letter.

Membership Report:

The good news is Colorado is at 79.59 % Northwest Division ladies put a mini challenge 80% by 2/7 and whoever reaches 100% each state has to give a little trinket. The bad good news is there are several charters surrendering their units. Unit 18, Greeley; Unit 90, Holyoke; Unit 67, Bertha; Unit 53, Mount Vista; Unit 9-11, Palmer Lake. We have 2 new units and 1 revitalized: Unit 109, Windsor; Unit 81, Flagler. Unit 2527, Baily; has been revitalized with 6 members so far. We also started a 100% club. The following units have reached 100%: Units 138, 62, 137, 68, 25, 37, 2008, 103, 1260, 82, and 134.

Children and Youth: Cat Apadoca Been doing reports once a month to NWD Chair. They would like us to support the children's welfare program. We have been giving our support to the SAL and they have been getting the credit. In addition, Cat would like pictures sent to her in JPEG. Child Welfare Banquet SAL is doing it in Delta 4/6 begins at 5pm at Delta Elks.

Leadership: Casey Rigerman stated that on the National Leadership call on Tuesday night, the challenge is for every department to turn in a unit member of the year. She challenges all the units to submit somebody. Need to get it to Casey by end of April so she can submit it to national 5/15. The criteria is they can't hold a District officer or anything higher than a unit president. A reminder that the ALA

	<p>academy are great for new members to train and to test your knowledge as well as good to refresh. Make sure you check with your units / members if anyone is attending mission trainings. It is reported under your leadership as well.</p> <p>ALA Girls State Report: Kellie Hayes and Royce Hopper presented an overview. There is an Ad Hoc Girls State Overview. Where dreams are made of is the logo. It is a Disney theme this year and the song is Surface Pressure from Encanto. All cities Disney movies themed. Please apply to be a counselor only received 4-unit chairman forms. This year we are having Gogo Girls State at Unit 209 on 2/3. It should be action packed. There will be elections, reviewing parliamentary procedure etc. We will break out into nationalist and federalist. Depending on how well this go we may do this again. Need more counselors and we have 14 JC currently.</p> <p>Restructure CO Steering / Operating to AMA CO GS Committee There is an Ad Hoc Committee established in October; Kelly Hayes is chair, Royce Hopper, Susie Bozella, Karen Boehler, Bettina Kossow, and Casey Rigerman are on committee. Working together as a whole for the better of the program. We currently have only 2 members of the steering committee. 2 members resigned; Deb Davis is member at large this year. We would like to make it the best it can be. 11 members with a Chair, Assistant Chair, committee member having 3-year term, Registrar; 1-year term, Director, Assistant Director, Youth Liaison, Secretary Treasurer, Immediate Past Department President, President, President Elect to the committee all voting ALA in good standing. Does not include me or 3 Ps. We would like to present the resolution in June 2024 after bylaws had been amended. If approved by membership the committee would immediately plan for the 2025 session. Susie questioned oversight to make sure everything was done properly.</p>
<p>New business</p>	<p>Janelle Mendelson the next order of business is the ratification of two Girls State Steering Committee members due to recent resignations. Based on recommendation from the Girls State Steering Committee. Bettina Kossow filling position of PDP through June of 2024 and Lauren Coval through June of 2026.</p> <p>(Rachel Van Houten resigned her position effective 10/31/2023 and Ann Ritacco resigned her position as of 6/30/2023.)</p>

Laurie Kuntz make the motion to ratify these appointments and Casey Rigerman seconded.

It has been moved and seconded to ratify the appointments. The vote was unanimous, the appointments have been ratified.

Ratification of Judy Sadler Chair of Finance Committee
Tracy has stepped up as 3rd place member to fulfill C&BL

Laurie Kuntz make the motion to ratify these appointments and Casey Rigerman seconded.

It has been moved and seconded to ratify the appointments. The vote was unanimous, the appointments have been ratified.

Constitution and Bylaws Update: Bettina Kossow gave a C&BL update. Her committee members are Casey Rigerman and Shelley McLatchie. It was pointed out that something was missing from C&BL. We found two C&BL from 2018 that were not updated into 2022. It took a lot many hours but the current C&BL on website are the ones included 2017 on until now. Still some typos / formatting will get better. Recommendation to our membership to keep a copy of each year and do not override. For each meeting saved and filed properly. Suggest having an Executive Committee to establish who should make updates. Currently it is C&BL chair with the Secretary.

The National changes that happened at convention. The two did not impact us yet. Minimum membership of unit to charter shall be 10 senior members except 211. You do not need to retain 10 members if they are active. Membership to review and either change and fall in line with national or we stay at 10. National said it is a department decision. Representation to National Convention has increased. In the past, every state had 5 and an additional delegate for every 1500 members. It has now changed to 7 and additional delegate for every 1200 members. This looks like we would have 11 delegates.

C&BL changes for department due by 4/15 for presentation and vote and department convention.

Legislative: Sarah Tobin went directly to all the posts and units to get an update of what they are doing. She sent out letters to all units and got a lot back from units that didn't even know they were supposed to be doing legislative. She would like the units to get involved with the Family Readiness and Child Care Crisis. (falls under National Security on the Auxiliary side of the house).

Americanism: Support for TAL Americanism to report. Americanism kits from Emblem sales are available.

President's Pin: Casey Rigerman presented her pin design for 2024/2025 Presidential year.

Theme: "Through Endurance we Succeed."

Project: Hearts and Horses in Longmont which is an organization that works with veterans and PTSD. Veterans are not charged for this program. They work with counseling and with horses. Casey comes from three generation of equestrians. Her grandfather suffered from PTSD, and it was not talked about. The only time he became settled was when he was working with the horses. Casey passion is horses and is very near and dear to her heart.

Deb Davis made a motion to authorize the purchase of the pins Laurie Kuntz seconded.

It has been moved and seconded to authorize the purchase of the pins. The vote was unanimous. Casey is authorized to purchase her pin.

Casey will now present names of committee chairmen for next year and will ask for ratification of these members

Membership chairman: Diana Grosz

Finance committee: Third year member: Tracy Trujillo
1 year member at large: Bettina Kossow, PDP: Diane Erickson

Laurie Kuntz make the motion to ratify these appointments and Jackie Bowen seconded

It has been moved and seconded to ratify the appointments. The vote was unanimous, the appointments have been ratified.

	<p>Advisors: Casey has asked Diane Erickson and Donna Thompson, and Janelle Mendelson to be her advisors for next year.</p> <p>Jackie Bowen make the motion to ratify these advisors and Deb Davis seconded</p> <p>It has been moved and seconded to ratify the appointments. The vote was unanimous, the advisors have been ratified.</p>
<p>Endorsements for officers for 2024/2025</p>	<p>Will the representative from the unit or district endorsing a candidate please come forward.</p> <p>National Chaplain: Terry Lena read a statement of support for Judy Sadler. A formal endorsement will be presented at the Department Convention.</p> <p>Department President: Casey Rigerman – by virtue of being president Elect, Casey will automatically become president for 2024/2025.</p> <p>Department President Elect: No endorsements at this time.</p> <p>Department Vice President: Evelyn Espinola PDP, Unit 113 endorsed Ashley Flores from Unit 113.</p> <p>Department Chaplain: No endorsements at this time.</p> <p>Department Historian: Edrie O’Brien, District 6 President endorsed Deb Davis with support from Unit 1.</p> <p>Department Sergeant-at-Arms: No endorsement at this time.</p>
<p>Announcements</p>	<p>Hope to see everyone tonight here at Post 32 for Bakers Burgers and Entertainment beginning at 5pm.</p>
<p>Adjournment</p>	<p>There being no further business, Department Chaplain Ashely Flores offered the closing prayer.</p> <p>The department executive board is adjourned at 3:45pm</p>

**DEB Minutes Approval Committee
1/26/2024**

Terry Rose Lena 2/8/2024

Department Secretary / Treasurer

Tracy Trujillo

[Tracy Trujillo \(Feb 7, 2024 17:41 MST\)](#)

Patricia A Weaver

[Patricia A Weaver \(Feb 7, 2024 08:26 MST\)](#)

THERESA Mae BRANDT

[THERESA Mae BRANDT \(Feb 8, 2024 14:23 MST\)](#)

Juniors Mid-Year Report

First, I would like to Thank Kay Scott for writing most of this report.

The Department Juniors Committee is tasked to provide a fun learning environment toward life-long patriotism, and help the Auxiliary accomplish its mission of support to Veterans across the state of Colorado. Auxiliary Junior members are Seventeen years old or younger and eligible through an American Legion Member or deceased Military that is an Honorably discharged parent or grandparent. We know children want to have a good time, love to learn, and enjoy being with others and here is a brief overview of our accomplishments and plans for the remainder of the 2023-2024 year.

We are grateful to the Auxiliary members of Unit 2 in Pueblo for their hospitality as they hosted the Juniors for our October 14th overnight activity! We enjoyed a tour of the Weisbrod Air Museum, hunted for Post 2 Veterans names with our flashlights on the Pueblo Riverwalk Veterans Bridge that night, learned from Post 2 Veterans in a Forum as they shared their military experiences, participated in two craft projects, played games, watched a movie, ate great food, and slept a bit (whew)!

Our Honorary Junior President, Katherine Whitmore, introduced her project of a patriotic wooden heart ornament decorated with red, white, and blue tissue paper like the American flag. Participants received five ornaments and supplies to take home to complete and return this weekend. The girls worked together to create beautiful Poppy Wreaths that we will be Auctioning this weekend as a fundraiser.

Each girl also received a copy of the Auxiliary Patch Program for their age. This program introduces service to the community and Veterans where members live and helps them learn about patriotism, health, fitness, and leadership. Each girl is encouraged to earn two Patches this year (SAL young members, under the age of 17, are included in the Patch Program, too). National ALA just updated the Patch Program to include a new division for Pre-School & Kindergarten (PURPLE).

So far, four of our Juniors are registered for the Junior Meeting in Lincoln, Nebraska, February 2nd, 2024. These girls will enjoy learning and being with others from across the country as their Senior members attending have their own meeting. Join us with your Junior! There is still plenty of room to attend. Mission training is a way for Junior and Senior members to share ideas with other members across the country and renew enthusiasm for Auxiliary programs. Visit the National ALA website for more information.

We hope many of our Juniors are working on their Poppy Posters at home, and we hope Juniors throughout the state are working on theirs too. Along with the poppy poster contest there is also the Americanism essay contest that we hope that they will participate in also.

This weekend the Juniors will be working on their Community Service Patch. They are starting the weekend with a food drive. If you can, please help them by bringing a can of food or money. The food and money will be delivered to a food bank in the Denver area. The Juniors will be giving a gift to every

 AMERICAN
LEGION Department of Colorado
AUXILIARY

Veteran before the Joint opening session tomorrow. They will also be performing the Military Child's Table ceremony and then we will be passing the hat/box to help build the funds for the Juniors so that we can help them more in their plans to help Veterans, and Military. Again, we will be holding a silent auction on the 3 Poppy wreaths that the juniors made at their overnight in October. I know it sounds like we are asking for support, but the money for the activities do not need to come out of the committees pockets, so that the juniors can accomplish their goals. We need your help.

We hope to have a Spring meeting; please let us know if your Unit would like to host this meeting. We have not decided if this will be a one day or overnight event. The Juniors will be meeting at Department Convention, June 20-23rd, 2024 to finish our Projects and enjoy being together.

Lastly, we have been reaching out to all of the units that have Juniors on their rosters. We have not heard from any of them. If you have juniors and they are active in the State or want to be active, please, get in touch with the committee at our email address: alacoloradojuniors@gmail.com or direct with any of the committee members.

Thank you,

Department Junior Committee members

Ann Ritacco (Chair)

Teri Whitmore

Rebekah Arpan

Kay Scott

The audit committee has completed the audit of periods 7/1/23 through 12/31/23. We found no discrepancies in the records for this period and all records were well organized and easily accessible. Terry Lena does an outstanding job of keeping QuickBooks, the paperwork and backup documents collated and categorized appropriately. The committee would like to suggest that a portion of the moneys in Girls State, restricted and General bank accounts be put into a 3, 6, or 9-month CD so as to earn interest in the short term. As a note, Square fees can now be added to the charge when a member pays dues through the state and The Auxiliary does not have to absorb these costs. The last thing we would like to address is that Denver minimum wage increased in 1/1/24 to \$18.29. The audit committee would like to recommend that the excellent Auxiliary Secretary Terry Lena's hourly pay be recalibrated due to the recent hike and a COLA (cost of living adjustment) be made.

Rhonda Redgate

Enrolled Agent with the IRS
RedGate Accounting & Bookkeeping
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Department Executive Board
January 26, 2024 – 2 pm
Membership Update

- 2024 Membership Goal 4,474 – current membership as of 1/25/24 _____ = 79.59%

- Units surrendering their charter 2023/2024
 - 18 Greeley – District 4 – charter surrendered
 - 90 Holyoke – District 3 – all members moved to 68 Brush
 - 67 Berthoud – District 4
 - 53 Monte Vista – District 9 – ALL PUFLs moved to 113 Alamosa
 - 911 Palmer Lake – District 7