



American Legion Auxiliary

*A Community of Volunteers Serving Veterans,
Military, and their Families*

**TO: National Executive Committee Members, National Officers, National Chairmen,
Past National Presidents**

CC: Department Presidents; Department Secretaries, NHQ Staff

From: Kelly Circle, Executive Director

Re: **Weekly Briefing 8-28-2020**

You're probably wondering why I'm sending a weekly briefing when I will be giving a report to the NEC tomorrow. Well, I want to get the word out about our upcoming Trainings and have it all written down for you in one place, so you don't have to go searching for it.

But first, I have to say thank you NEC members for reading your packets and asking questions! It's helpful to know where we need to clarify so we can improve our communication skills and run a productive and efficient meeting. I'm sure there are questions that have come up since our Q&A call on Wednesday or questions that didn't get asked. Please know you will have the opportunity to ask questions and debate points on Saturday just as you would if we were meeting in person. In fact, as President Nicole stated on the call, it is your duty to ask questions as needed so you have a full understanding to make an informed decision. (Okay, I may not have quoted her exactly, but you get the idea.) 😊

Okay, so back to upcoming training...

Mission Delivery: Basic Training

We have 3 sessions open for registration – they were almost full within hours of launch, so we have expanded the capacity and will look at adding more sessions.

The course dates are

Thursday, September 17th at 7:00pm EST

Monday, September 21st at 9:00pm EST

Saturday, October 3rd at 2:00pm EST

Mission Delivery: Voluntary Service

This course is almost ready to launch for registration. It will also initially be offered 3 times – late September thru October.

ALA Girl State Meetings

There will be a virtual share information and best practices session as well as a joint Boys and ALA Girls State Panel on September 26th for Girls State leaders. The ALA Girls State meeting is scheduled for September 27th.

Department VAVS Orientation Coming Soon!



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Junior Leader Training TBD

ALAMIS Training Videos

They have removed the old content from the current website and have been working on replacements, which will be posted in the membership side late fall.

Other membership sessions (lunch and learn, etc.) will proceed sometime in October.

ALA Foundation Grants

This course will showcase ALAF grants available to Units and departments, explain grant process and provide inspiration by include actual grant recipients. This panel webinar will launch this fall.

We have also been working on upgrading the ALA Academy operating system to make it more user friendly – this hopefully will happen close to the website launch. We have already made a change so that courses launch in a new tab in a browser vs. a window. The new version has some great added enhancements. Many of the above courses will be recorded (Girls State will not) and then posted in the ALA Academy.

In addition to these great courses, we are developing a video series tentatively titled, “Operating with Efficiency”:

Governing Docs

This course focuses on identifying essential pieces to effective governing documents, including why word choice matters. Presenters will also share what types of things go in each section, how to make changes to your written documents and how to keep record of the changes.

Running a Meeting

This course will not only focus on parliamentary procedures for running an effective meeting, discuss different types of motions and the correct ways to submit and process these motions, and venture into the new world of Electronic Meetings.

Effective Governing Boards

This course will cover topics on what makes an effective governing board. Discussion will include suggestions for how to form the board, number of members, types of people and skill sets, approval, removal, term lengths, and much more.



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Members Rights/Due Process

Did you know every member of the ALA has "Members Rights?" Well, they do! Take this course to learn more about Members Rights, how to educate your members on their rights and how to make sure your members and unit/dept are protected.

Member Expectation Statement/Code of Conduct

This course will cover the benefits of having a written Member Expectation Statement (also called a Member Code of Conduct/Behavior) AND walk you through the steps of creating a code, educating your members on the code, and holding members to the code.

Prevention versus Punishment

This course will focus on steps to take in order to address situations before they become problems. Let's focus on deepening our interpersonal relationships as opposed to looking for ways to punish and remove members. What are first steps to addressing a problem? How do you know if the behavior is just irritating or cause for concern? What are some mediation best practices to help resolve issue before they turn caustic? Can we create more opportunities for mission delivery if we spend less time dealing with "problems?"

These are all in the "this is a great idea!" stage so please be patient as we develop the course content and the facilitation plan so we bring you the best quality product we can.

EVENT, our event registration vendor, temporarily made all of their virtual training free so practitioners could make good use of their time and continue to develop their expertise during the COVID shutdown.

During the COVID shutdown, all four members of the Events team and one member of the Programs team took advantage of the opportunity to improve their efficiency in maximizing our use of this software, earning a total of 18 certifications.

Had the ALA paid for this training, it would have cost \$5,810.

Finally, please join me in sending all of our prayers and positive energy to those in the path of Hurricane Laura and the resulting inland storms. Remember we have AEF grants available for those members affected by the storms. Here's the link with information and the application: <https://www.alaforveterans.org/Programs/Auxiliary-Emergency-Fund/>