



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: Dept Presidents; Dept Secretaries, NHQ Staff; National Committee Members

From: Kelly Circle, Executive Director

Re: **Weekly Briefing 03-26-2021**

Many of you received an email from the National President's email address containing this information, but I want to make sure more people are informed about this opportunity so it isn't overlooked. While the vaccine rollout continues and convention season fast approaches, ALA National Headquarters realizes departments might have questions on whether to hold their conventions as virtual, hybrid or in-person events.

We are very excited to announce a **special one-time financial assistance program** at the DEPARTMENT LEVEL ONLY to help you pay for a consultation on these issues with either a professional registered parliamentarian or an attorney. Here are the guidelines:

- The national organization **will pay up to \$200** for a consultation with a qualified professional about your governing documents. We have been advised this amount should be sufficient. Any overages are the responsibility of the department.
- The consultant must be either a **professional registered parliamentarian** or an **attorney**. Find a parliamentarian here: <https://www.parliamentarians.org/prp-search/>
- Complete the attached W-9 and list of questions at your consultation.
- To generate a request for payment to your consultant
 - Login into the member portal of the national website
Select Forms>Department Convention Professional Assistance or click on this link:
[https://legion-aux.formstack.com/forms/department parliamentary assistance](https://legion-aux.formstack.com/forms/department_parliamentary_assistance)
 - Complete the online form including the answers to your consultation questions.
 - Upload 1) the W-9 for your consultant, and 2) an invoice for services provided.
- Payment will be made directly from NHQ to the consultant (maximum \$200).
- The program is only valid through **August 1, 2021**.



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We have two parliamentarians who are experienced with the ALA and willing to assist departments. Departments are under no obligation to use these consultants. Chris Dickey, PRP, is willing to accept some consultations and has provided NHQ with the name of another professional registered parliamentarian, Joy Freeland. Joy is also a member of the ALA and willing to provide consultations.

Joy Freeland, PRP
joyfreeland@gmail.com

Chris Dickey, PRP
chrisdickey@prodigy.net

Again, these are not easy issues to resolve, and the national organization encourages departments to take advantage of this one-time financial assistance program to help prepare for department conventions.

Get involved in **National Poppy Day®**. Here's how:

We have gotten several photos, but really need people to send **videos**. We plan to use them in both the NPD Virtual program and on social media throughout the month of May.

SHARE PHOTOS: ALA NHQ will be remembering those who were killed in action in a special presentation. We are asking for photos along with the name of the servicemember and any relevant information to be emailed to PR@ALAFforVeterans.org.

SUBMIT VIDEOS: What does the poppy mean to me? Tells us in a video. These videos can come from anyone and any age! They do not need to be a member. The video doesn't have to be long either! So, grab your phone or have someone else hold and record a message. We do ask that the phone be held horizontally.

Videos can be emailed to PR@ALAFforVeterans.org. If the video is too large to send through email, please use the site WeTransfer.com (no login information is needed) to send the video. Thanks for your help!

There are no Red Book updates this week.