



Department Executive Board Meeting Minutes
January 25, 2019
Cache la Poudre Room
Double Tree by Hilton at Lincoln Park
919 Seventh Street, Greeley, CO

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| Opening ceremonies | <p>The midyear meeting of the Department Executive Board was called to order at 3:10 p.m. by Department President Laurie Kuntz.</p> <p>Department Chaplain Donna Rae Smith offered the opening prayer.</p> <p>President Elect Tracy Trujillo led us in the Pledge of Allegiance to the Flag of the United States of America.</p> <p>Vice President Theresa Brandt led us in the Preamble to the Auxiliary Constitution and Bylaws.</p> |
| Minutes approval committee | <p>There being no objection, Susie Bozella, Donna Thompson and Chris Harvey were appointed to the minute's approval committee for this meeting.</p> |
| Roll call | <p>Rhonda Larkowski Secretary/treasurer called the roll of officers, DECs, and past department presidents. Officers answering roll call were NEC Susie Bozella, President Laurie Kuntz, President-elect Tracy Trujillo, Vice President Theresa Brandt, Secretary-Treasurer Rhonda Larkowski, Chaplain Donna Rae Smith, and Historian Marilyn Miyazima. DEC's answering roll were District 3 alternate Betty Pickett, District 5 Chris Harvey, District 6 Donna Thompson, District 7 Cathy Barger, District 8 Pat Steranka, and District 12 Sharon Wilson. Past Department Presidents answering roll were Donna Thompson, Chris Harvey, JoAnn Kidd, Pat Steranka, Rhonda Larkowski, Deb McBride, Susie Bozella, Diane Erickson, Evelyn Espinola, and immediate Past President Ann Ritacco.</p> |

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| <p>Dispensing with reading of prior minutes</p> | <p>There being no objection we dispensed with reading the minutes of the pre and post-convention and special DEC meeting minutes as they were approved by a minute's approval committee and sent to all members of the board.</p> |
| <p>Committee reports</p> | <p>Susan Wagner gave the close of books audit report. She reported that the audit was completed on August 17th and that the committee found everything in order and very well organized. She recommended that we continue training new appointees to the committee to ensure a smooth transition.</p> <p>2018-19 chairman Rhonda Redgate was unable to attend today. Via email she reported. "Based on my findings of internal review of the periods of July thru September and October thru December, all deposits into all accounts are accounted for and detailed as to where the money came from. I have initialed and approved of the paperwork that was at my disposal."</p> <p>Pilar Bottoms gave the midyear finance report. She reported that Colorado Girls State had received a \$5000 grant, half of one received for BS/GS. Daniels Fund grant won't be known for sure until later in the year. The finance committee recommended that even though we'd reduced the program to six days again this year that we keep the unit fee per delegate at \$265 to make up the deficits from the previous two sessions with the extra day and capitol trip.</p> <p>The finance committee recommended that all officers, board members, and committee chairmen working with youth have a background check completed. They can be done through the youth sports program the legion participates in for \$8 each. Chris Harvey moved that we do the background checks. It was seconded and approved.</p> <p>Finance committee recommended that department establish a PayPal account for sales of merchandise, especially on the website. Chris Harvey moved, and it was seconded. There was discussion on fees, how it worked, and how department would use it. Motion passed. Deb McBride will help with setting it up.</p> |

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| | <p>Chris Harvey moved that the juniors be able to use money from their account to pay for their membership luncheon tickets on Saturday. Seconded and approved.</p> <p>Ann Ritacco gave the fund-raising report telling us about the many activities planned for the Family Fun Night this evening to raise money for president Laurie's project. Ann Ritacco and Janelle Rodriguez reported that the employment and finance committee will be reviewing the secretary/treasurer position, the secretary's job description, pay scale etc. in the next couple of months in the hopes of receiving more applications for the position.</p> |
| <p>New business</p> | <p>Tracy Trujillo presented and explained the elements of her president's pin for next year and she asked for authorization to order 550 of these pins. Pat Steranka moved the purchase. Seconded and approved.</p> <p>Tracy presented Nancy Diefenderfer as her membership chairman appointee for next year. She asked that she be given more time on her finance committee appointees as finance and employment committees are researching some important changes for our budget, secretary/treasurer position, and finances for the upcoming year. Pat Steranka moved, and it was seconded and passed to approve her appointment to membership.</p> <p>Tracy has asked Ann Ritacco, Chris Harvey, Diane Erickson, and Pat Steranka to be her advisors for next year. Pat Steranka moved we approve her advisors. Seconded and approved.</p> <p>The next business of order was charter cancelation. There are no charters to be cancelled at this time. Secretary Rhonda reported that Units 14 Silverton, 27 Englewood, 87 Denver, and 200 Grand Junction haven't paid their assessments for two years. Chris Harvey moved to suspend their charters pending remedy of this matter. President Laurie will draft a letter to be sent via certified mail to the units and will send a copy to the board.</p> |

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| | <p>Constitution and Bylaw & Policies and Procedures– Georgia Sweeney reported that the changes to the documents have been made and that the documents have been published for distribution.</p> <p>Proposed standing rule changes regarding department minutes were presented and discussed. There was also discussion on the resolution we asked Donna to author at our last DEB meeting concerning discipline of members. The consensus from the discussion was that if changes needed to be made that units or districts could make those and then the version deemed the best be submitted to the department convention. The body would vote to approve or not to submit to national. The standing rule change and the resolution as submitted will become a permanent part of these records.</p> |
| <p>Endorsements for officers for 2019-2020</p> | <p>Evelyn Espinola was endorsed for the office of NEC by Dawn Valdez of unit 2.</p> <p>Ann Ritacco was endorsed for the office of NEC by Amy Grubb of unit 23.</p> <p>Laurie Kuntz was endorsed for the office of NEC by Deb McBride, PDP.</p> <p>Pat Steranka was endorsed for the office of NEC by Tracy Trujillo of unit 2.</p> <p>Department President Tracy Trujillo – by virtue of being president elect, Tracy will automatically become president for 2019-2020.</p> <p>Theresa Brandt was endorsed for the office of President-elect by Jackie Bowen of District 7.</p> <p>There were no endorsements for the office of Vice President.</p> <p>Donna Rae Smith was endorsed for the office of Chaplain by Kellie Hays of Unit 209.</p> <p>Marilyn MIYAZIMA was endorsed for the office of Department Historian by Susie Bozella of Unit 32.</p> |

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| | Cathy Barger was endorsed for the office of Sargent-at-Arms by Jackie Bowen of Unit 209. |
| Announcements | <p>Laurie reminded us to purchase our tickets for the membership luncheon.</p> <p>See encouraged all to come and enjoy the fun, laughter, and entertainment tonight at the Family Fun Night in Centennial Ballroom B.</p> <p>Laurie announced that there will be a joint homecoming with AL Commander Rob Smith on April 6th.</p> <p>Others announced some upcoming events also.</p> <p>Susie Bozella ALACGS chair reviewed the requirements for anyone interested in applying for the Colorado Girls State Steering Committee and asked members to think about applying or asking someone else who might be interested to apply. The deadline is February 15th.</p> |
| Adjournment | There being no further business to be brought before this meeting, Chaplain Donna Rae offered the closing prayer and the meeting was adjourned at 4:51 p.m. |