

# CALL

## One Hundredth Annual Department Convention Department of Delaware, The American Legion, Inc.

By authority of the Department Executive Committee, the One Hundredth Annual Convention of the Department of Delaware, The American Legion, Inc. is hereby called to meet with convention sessions in the Dover Downs Hotel & Casino, 1131 North DuPont Highway, Dover, Delaware, starting Friday, July 6, 2018 at 9:00 AM-EDT and continuing through Saturday, July 7, 2017.

### Purpose

The annual department convention is the legislative body of Department of Delaware, The American Legion, Inc. The convention is called for the setting of programs of the Department of Delaware, The American Legion, Inc. for the ensuing year; for the amending the Department Constitution and By-Laws; for the electing of officers for the ensuing year and delegates and alternates to the One Hundredth National Convention in which will be held August 23-30, 2018, in Minneapolis, Minnesota; for the receiving of reports from officers and committee chairpersons; and for the transacting of other business as may be brought before it.

### Representation

Representation in the convention shall be by post, and in accordance with the provisions of the Department Constitution, Article V – Department Convention, Sections 2 through 10:

“Section 2. In the Department Convention, each Chartered Post shall be entitled to two delegates and to one additional delegate for each fifty members, or major fraction thereof, whose current dues have been received by the Department Adjutant thirty (30) days prior to the date of said convention and to one alternate for each delegate.

Section 3. The Department Executive Committee shall annually determine delegate and alternate registration fees.

Section 4. Each Post shall be required to pay the registration fee for each and every delegate that the post is entitled to no later than the start of the Department Convention. A post failing to pay registration fees pursuant to the preceding sentence shall have its delegation disqualified for all purposes and no individual delegate will be permitted to vote at the Department Convention; provided, however, that non-payment of registration fees shall not disqualify a delegation from participating in any District Caucus or electing district officers. Payment of registration fees at any time during the Department Convention will qualify a Post delegation from that point until close of the Department Convention.

Section 5. The delegates and alternates of the Department Convention shall be chosen by the vote of each Post. Each delegate shall be entitled to one vote. The vote of each Post shall be equal to the total number of delegates to which each Post is entitled.

Section 6. The vote of any delegate who may be absent shall be cast by the senior alternate present. The seniority of alternates is predicated by their numerical listing on the registration form. Alternates shall have all the privileges of delegates, but may only vote as herein set forth; provided, the alternate’s registration fee is paid.

Section 7. The vote of any delegate absent and not represented by an alternate shall be cast by the majority of the delegates present from the member’s Post.

Section 8. At the conclusion of roll call voting, for each vote required to be conducted by the Department Convention, the chair shall ask if any Post not casting its vote during the roll call vote wishes to cast its vote. Upon recording the vote of any originally passing Post, the chair shall announce that voting is closed and direct that the tally be taken and the results announced. Posts may pass only one time during the Department Convention regardless of the number of matters voted on.

Section 9. The following Department and National Officers shall be delegates-at-large to Annual Department Convention:

Department Commander	Department First Vice Commander	Department Second Vice Commander
Department Adjutant	Department Finance Officer	Department Judge Advocate
Department Chaplain	Department Historian	Department Service Officer
Department Sergeant-At-Arms	One District Commander for each District	National Executive Committeeman
Alternate National Executive Committeeman		

And with the right to vote there at, in the year in which they serve, to be exercised by them in their Posts, and to all District Caucuses at which any election provided for in this Constitution shall be held and at which their respective Posts may be entitled to vote; provided, however, that nothing contained herein shall give to any such persons the right to more than one vote. The failure of any Post to properly register its delegation shall not deprive such Department Officers and National Officers of the Department of his or her right to vote, provided he, himself, or she, herself, is properly registered as a delegate.

Section 10. All Past Department Commanders, while in good standing in their respective Posts, shall be delegates for life to all Department Conventions with vote, to be exercised by them with their respective Posts, and to all District Caucuses at which any election provided for in this Constitution shall be held and at which their respective Posts may be entitled to vote; provided, however, that nothing contained herein shall give to any such persons the right to more than one vote. The failure of any Post to properly register its delegation shall not deprive such Past Department Commander of his or her right to vote, provided he, himself, or she, herself, is properly registered as a delegate.”

Post delegate voting strength shall be determined according to the membership books and records of the Department of Delaware, The American Legion, Inc. at the close of the business day at 4:00 PM, Tuesday, June 5, 2018. Each post shall accredit its delegates, in writing with full name and American Legion member identification number, together with the registration fee of \$15.00 per delegate, to the department adjutant at department headquarters, 601 Bridgeville Highway, Seaford, Delaware (P.O. Box 930, Seaford, DE 19973-0930) by the close of the business day at 4:00 PM, Tuesday, June 5, 2018.

Each post is entitled to send to, and seat in, the department convention, a number of alternates equal to the number of delegates to which such post is entitled in accordance with the provisions of the Department Constitution, Article V – Department Convention, Section 2. Each post shall accredit its alternates, in writing with full name and American Legion member identification number, together with the registration fee of \$15.00 per alternate, to the department adjutant at department headquarters, 601 Bridgeville Highway, Seaford, Delaware (P.O. Box 930, Seaford, DE 19973-0930) by the close of the business day at 4:00 PM, Tuesday, June 5, 2018.

Delegates-at-large and past department commanders shall be accredited, in writing with full name and American Legion member identification number, together with the registration fee of \$15.00 per delegate-at-large and past department commander, to the department adjutant at department headquarters, 601 Bridgeville Highway, Seaford, Delaware (P.O. Box 930, Seaford, DE 19973-0930) by the close of the business day at 4:00 PM, Tuesday, June 5, 2018.

Any accreditation of post delegates, post alternates, delegates-at-large, and past department commanders received by the department adjutant at department headquarters, 601 Bridgeville Highway, Seaford, Delaware (P.O. Box 930, Seaford, DE 19973-0930) after the close of the business day at 4:00 PM, Tuesday, June 5, 2018 shall be at a registration fee of \$20.00 per post delegate, post alternate, delegate-at-large, and past department commander.

### **District Caucuses**

District Caucuses are called for the purposes described in the Constitution of the Department of Delaware, The American Legion, Inc., Article VI - Department Officers, Sections 5 and 6:

"Section 5. Each District in Caucus during the Department Convention or not more than thirty days prior to the convening of the Department Convention shall elect one at-large representative to the Department Executive Committee for each 1,000 members or major fraction thereof in the said District. The membership strength of said District for this purpose shall be computed as paid up membership in the Department Headquarters at the close of business on the 30th day prior to the convening of the Department Convention or as of July 1st in each year, which ever date shall first occur. In the event, any District shall have less than its first and only unit of 1,000 members, it shall nevertheless be entitled to elect one at-large representative to the Department Executive Committee. No more than two (2) at-large representative positions to the Department Executive Committee shall be held at any one time by members of any one Post.

Each District in Caucus during the Department Convention or not more than thirty days prior to the convening of the Department Convention shall elect one Delegate and one Alternate to the National Convention for each 1,000 members or major fraction thereof in said District.

Section 6. Each District Commander and District Vice-Commander shall be nominated and elected by the Posts in his or her District at a District caucus called for that purpose. Each District Commander shall enjoy the authority to establish a District Organization and By-Laws, not in conflict with the National and Department Constitution and By-Laws. In the event of the death, or inability of the District Commander to perform the duties of his office, the District Vice-Commander will assume the office of District Commander. In the event of a vacancy during the term of office of the District Vice-Commander, for any reason, such vacancy shall be filled by the Department Executive Committee upon nomination by the District Posts. Any such appointment shall be for the un-expired term of office only."

### **Convention Session Seating**

Seating in convention sessions will be by districts.

### **Department, District and Post Officials**

Department, district, and post officials, unless elected as a delegate or alternate, or are delegates-at-large to the department convention, or are past department commanders, have no privileges to the convention except as guests of their respective delegation.

### **Housing**

Delegates, alternates, delegates-at-large, past department commanders and their guests shall obtain housing directly with and through the Dover Downs Hotel & Casino, or a post may obtain housing directly with and through the Dover Downs Hotel & Casino for its delegates, alternates, delegates-at-large, past department commanders, and/or guests.

### **Convention Committees**

Convention committees shall be:

- Americanism/C&Y (Baseball, Boy Scouts, Boys State, Children & Youth, Oratorical Contest, Junior Shooting Sports, Legacy Fund, and Trooper Youth Week),
- Internal Affairs (American Legion Riders, Constitution & By-Laws, Convention & Meetings, Convention Book and Distinguished Guests, Honor & Merit Awards, Media & Communications, Membership, Sons of The American Legion, and Website),
- Finance, Budget & Audit (Innovations, Sweepstake Programs, and Label Program),
- Legislative,
- National Security & Foreign Relations, and
- Veterans' Affairs & Rehabilitation (VAVS, Veterans Assistance Program, and Commissioner of Veterans' Affairs).

Convention committees are subject to call for organization purposes in advance of the opening session of the department convention and with subsequent meetings as called by the chairperson, providing that all final policy-forming reports shall be approved by such committee in meetings held after the department convention is formally convened.

Convention committees shall have a minimum of nine members per committee with a minimum of two from each district. Committees shall be appointed in odd numbers. The Department Commander shall be empowered and authorized to designate the members of all convention committees. Members need not be delegates, alternates, or delegates-at-large to the department convention. such designations shall be made at any time up to 24 hours prior to the opening of the department convention. There may also be appointed by the Department Commander, one or more advisers to each committee, who shall be members of Department of Delaware, The American Legion, Inc.

#### **Credentials**

Each post should select a chairperson and secretary prior to the department convention. The delegation chairperson or secretary should report to the registration counter on the first floor of the Dover Downs Hotel & Casino, immediately outside the hotel ballroom "B," between 2:00 PM and 4:00 PM, Thursday, July 5, 2018; between 8:00 AM and 12:00 PM, Friday, July 6, 2018; and between 8:00 AM and 9:00 AM, Saturday, July 7, 2018, for detailed instructions concerning all convention arrangements and to register their delegation and take delivery of the credentials for their post delegation (delegates and alternates).

Delegates-at-large and past department commanders should report to the registration counter on the first floor of the Dover Downs Hotel & Casino, immediately outside the hotel ballroom "B," between 2:00 PM and 4:00 PM, Thursday, July 5, 2018; between 8:00 AM and 12:00 PM, Friday, July 6, 2018; and between 8:00 AM and 9:00 AM, Saturday, July 7, 2018, for detailed instructions concerning all convention arrangements and to register and take delivery of his or her credentials.

#### **Resolutions**

Any resolution to be submitted by a post for consideration by the department convention shall be in the hands of the department adjutant, typewritten in triplicate, using proper resolution format, twenty-one (21) days prior to the department convention. It is extremely important that all posts comply with this request, so the proposed resolutions may be classified and referred to the standing committee of the convention. Resolutions shall be received by June 14, 2018.

#### **Constitutional and Bylaws Amendments**

Proposed amendments to Department of Delaware, The American Legion, Inc. Constitution and By-Laws shall be received by the department adjutant, no later than May 22, 2018, in order that they may be reviewed by the appropriate department committee. All posts shall receive a copy of the proposed amendments at least thirty (30) days prior to the start date of the One Hundredth Annual Convention of Department of Delaware, The American Legion, Inc.

#### **Department Executive Committee**

A meeting of the new department executive committee is hereby called and will be held at the Dover Downs Hotel & Casino, first floor Ballroom "B" on Saturday, July 7, 2018, immediately following the adjournment of the department convention. The meeting is called, as provided in the Department Constitution, Article VII - Department Executive Committee - Section 2 and Department By-Laws, Article I - Department Executive Committee - Section 5 and, for the transaction of business as may be brought before it.

#### **National Convention**

Pursuant to action taken by the Eighty-Fourth Department of Delaware, The American Legion, Inc. Convention, the department commander, immediate past department commander, and the department adjutant shall automatically be designated as delegates to the national convention.

#### **Miscellaneous**

Instructions covering program, order of business, and other miscellaneous matters will be issued later.

**Attest:**



Richard J. Santos  
Department Adjutant



**Signed:**



MaryAnna Moderhak  
Department Commander

**Distribution:** Members of the Department Executive Committee 1 each  
Posts 2 each  
Publication in the Delaware Legionnaire