

Spring Conference Suggested Agenda

These suggestions are flexible. This is your Conference and you should plan it. This agenda is a starting point for those who wish to use it.

**Department Officers should be introduced at the Dinner.
Department Chairman may be introduced at the meeting only.**

- MEETING:**
- Call to order**
 - Prayer**
 - POW MIA Remembrance and Moment of Silence**
 - Pledge of Allegiance to the Flag**
 - National Anthem**
 - Preamble to the Constitution of the American Legion Auxiliary**
 - Welcome by Hostess Unit President**
 - Response**
 - Roll Call of District Officers**
 - Introduction of Department Officers, Chairmen, and Guests**
 - Introduction of District Chairmen**
 - Motion to dispense with reading of minutes**
 - Financial Report dispense with the reading of the finance report**
 - Roll Call of Units**
 - Unit Reports of year's activities & membership at this time**
- SPEAKERS:**
- Spring Conference – Specific Committee chair if requested**
 - Department Vice President -**
 - Department President -**

REPORTS OF DISTRICT CHAIRMEN

NEW BUSINESS: Election of District President and Vice President, (After calling for nomination from the floor, when it appears that no one else wishes to make a nomination, the chair asks again for further nominations, and if no response, declares that nominations are closed and _____ is elected to the Office.

ANNOUNCEMENTS

CLOSING CEREMONY

If you have any questions, consult the Department President before the meeting.

REMEMBER!!!

ARTICLE V, Department Bylaws, Section 1(c) states: Any Unit member, in good standing, shall have a voice and vote at all Fall and Spring Conferences on District projects. However, on election of District Officers, each Unit is entitled to only one vote, which shall be cast by the Unit's Certified Delegate or Alternate.