

AMERICAN LEGION AUXILIARY

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

To All American Legion Auxiliary Members

September 2, 2025

This is the Official Call for the American Legion Auxiliary Department of Oklahoma Fall Conference to be held at Post 260 in Tecumseh on Saturday, October 11, 2025, located at 201 East Park Street, Tecumseh, OK 74873. I hope that everyone will turn out for this Conference. I think it will be innovative and informative. **The registration fee is \$20.00 if paid by October 1st** - please use the attached Registration Form to let us know how many members will be attending from your unit – or just send an e-mail so that we can get a head count. Lunch will be served by Unit 260 for \$5.00 (please pay for lunch at the door). **Registration starts at 9:00 am – meeting begins at 10:00 am.**



My theme this year is **“Together In Service United As Family”**. We must present a united front as an organization devoted to our Mission of supporting The American Legion and honoring the sacrifice of those who serve by enhancing the lives of veterans, military, and their families, both at home and abroad. For God and Country, we advocate for Veterans, educate our citizens, mentor youth, and promote patriotism, good citizenship, peace and security.

At this conference we are going to set up roundtable workshops with Q&A sessions regarding various ALA programs - I am hopeful that they will prove useful and beneficial to all. Your input as to which programs need to be discussed would be greatly appreciated. For instance, if your unit needs tips on recruiting new members, learning about the Poppy program, the Americanism program, or the VA&R program, let us know (by email or phone call – email is preferable) and we will arrange for that Chairman and information to be available at the Conference. Contact me at alaokpresident@gmail.com with suggestions – I would love to hear from you! Agendas will be available at a later date.

Email is the most cost-effective way of communicating with our members and units. If your email has changed or if you are not getting emails and believe you should be, please contact Department HQ.

Mandatory Contributions of \$90.00 are due from all units by October 1, 2025 - the 2026 form is attached and is available for download on our website. Our Department donates \$100.00 every month to the 7 VA Centers and both VA Hospitals located in Oklahoma for a total yearly donation of \$10,800.00. Also, Department donates \$1,500 to

the Buddy Fund for the annual Christmas VA&R Tour where each veteran is given a \$1.00 bill and a Christmas card. Even with all 100 units in Oklahoma pledging \$60 per year, that still leaves a deficit of \$6,300 that the Department must cover.

Likewise, **ALAMIS payments for 2026 are due on December 1, 2025.** The Form is attached and is available on our website. Units and Districts requesting ALAMIS access **MUST pay their access fees on or before December 1, 2025.** If payment is not received by that date, access will be terminated. For questions contact Department HQ.



One of my **Fundraising Projects** is customized T-Shirts, Sweatshirts and Hoodies. Donations received will be used to support our veterans and the Department of Oklahoma. The costs per shirt are \$15 for T-shirts, \$18 for long-sleeved T-shirts, \$22 for Sweatshirts, and \$25 for Hoodies. These can be ordered online at **kimscustomembroidery.com** **(918/625-4458).**

Program Plans of Action will be available on our website (OKAmLegionAux.org) providing information on who to contact in Department for questions and award dates. Visit the National website for more information about the programs (alaforveterans.org) but note that award/report dates are subject to change - always check with the Department Chairman. Please do not wait until the last minute to submit awards and reports.

Member and Unit volunteer tracking forms (impact forms) are available on both the Department and National websites. These forms are especially useful for keeping up with volunteer hours and donations throughout the year. If you **START NOW** it is much easier than trying to remember everything at the end of the year! **Report! Report! Report!** Reporting volunteer time and donations is vital to our organization. The numbers you provide are sent to National. National reports those numbers to The American Legion and the Legion, in turn, uses these numbers in lobbying congress for veterans' benefits. It's not just about tooting your own horn – it's about helping the nation understand how much time and money it takes to support our veterans.

This year I want everyone to not only reach out to their community and neighbors but invite them into your Unit. Have your Unit participate in community activities, and always make sure to wear your Auxiliary pride and branding My door is always open to suggestions; never hesitate to contact me either by email or phone (**alaokpresident@gmail.com** 918/807-4680).

I look forward to seeing all of you at Fall Conference! We need to concentrate on membership, reporting, and assisting our veterans and our communities. Conference is a time when we can come together as an organization, learn from each other and discover new ways to help veterans and their communities.

Together In Service United As Family

*Department of Oklahoma: PO Box 14562 – Oklahoma City – OK – 73113
P: (405) 252-4143 – Email: auxdeptok@sbcglobal.net*

Kim McInnis - Department of Oklahoma President 2025-2026



AMERICAN LEGION AUXILIARY FALL CONFERENCE - October 11, 2025

Registration

Come join us for Fall Conference at Tecumseh Post 260
201 East Park Street, Tecumseh, OK, 74873

Registration is \$20.00 per person if Paid by October 1,
2025

Registration is \$25.00 at the door if not sent to HQ by
October 1, 2025

Lunch will be served by Unit 260 for \$5.00 – Pay at the
Door

If you want to pay registration at the door, please email
this form to us at auxdeptok@sbcglobal.net so that we
can get an accurate count for lunch.

Unit: _____

Number of

Attendees: _____

Name of Attendees:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please make checks payable to the American Legion Auxiliary,
Department of Oklahoma

Please complete and return by October 1, 2025 (either email or
mail) to:

American Legion Auxiliary
PO Box 14562, Oklahoma City, OK 73113
or email auxdeptok@sbcglobal.net

If you would like to pay by credit/debit card, please complete the information below.

Note: a \$1.00 convenience fee per \$20.00 will be added.

_____	_____	_____
_____	_____	_____
Card Number Number	Expiration Date	CVV
_____	_____	
Name on Card	Zip Code	

Unit #:

District #

Office use only/Rev'd

**2026 UNIT CONTRIBUTIONS/PLEDGES**

Mail to:

American Legion Auxiliary

Phone: (405) 252-4143

Department of Oklahoma

PO Box 14562 -Oklahoma City, OK 73113

MANDATORY CONTRIBUTIONS/PLEDGES – DUE OCTOBER 1, 2025

: VETERANS AFFAIRS & REHABILITATION

MANDATORY

VA&R CONTRIBUTION

All Units must contribute a minimum of **\$60.00** to this mandatory fund per year for support of Oklahoma's Veterans, Medical Centers and Hospitals.

\$60.00

: DEPARTMENT OFFICE OVERHEAD

MANDATORY OFFICE

OVERHEAD CONTRIBUTION

All Units must contribute a minimum of **\$23.00** to this mandatory fund per year for support of Department General Office Overhead

\$23.00

: UNIT BOND

MANDATORY UNIT BOND

The Department pays National for the Unit Bond for all Units. Each Unit is required to pay **\$7.00** to reimburse Department for the expense. This bond covers every member in each Unit who is authorized to handle money.

\$ 7.00**TOTAL MANDATORY UNIT CONTRIBUTIONS/PLEDGES****\$90.00****NON-MANDATORY CONTRIBUTIONS**

Our Department donates \$100.00 every month to the 7 VA Centers and both VA Hospitals located in Oklahoma for a total yearly donation of \$10,800.00. Also, Department donates \$1,500 to the Buddy Fund for the annual Christmas VA&R Tour where each veteran is given a \$1.00 bill and a Christmas card. Even with all units pledging \$60 per year, that still leaves a deficit of \$6,300 that Department pays for. Any donations made by units to the General VA&R Fund will be used to help offset these costs and will be greatly appreciated.

VETERANS AFFAIRS & REHABILITATION (List facility town) **Donation Amount**

: GENERAL VA&R FUND

Department

: Buddy Fund

: Christmas Parties

:Extra Monthly Entertainment

TOTAL VA&R =**DEPARTMENT****Donation Amount**

: DEPARTMENT GENERAL FUND

Department of Oklahoma: PO Box 14562 – Oklahoma City – OK – 73113

P: (405) 252-4143 – Email: auxdeptok@sbcglobal.net

<input type="text"/>	: Department President Fundraisers	<input type="text"/>	
<input type="text"/>	: Department Scholarship Fund	<input type="text"/>	<u>TOTAL</u>

DEPARTMENT =

National

Donation Amount

<input type="text"/>	: (AEF) Auxiliary Emergency Fund	<input type="text"/>	
<input type="text"/>	: Veterans Creative Arts Festival	<input type="text"/>	
<input type="text"/>	: (CWF) American Legion Child Well Being Foundation	<input type="text"/>	<u>TOTAL NATIONAL =</u>
<input type="text"/>			

Date <input type="text"/>	Check # <input type="text"/>	Credit/Debit Card (See Reverse Side)
<input type="text"/>		

Signed	<input type="text"/>	Title	<input type="text"/>	<u>GRAND TOTAL</u>
=	<input type="text"/>			

EXPLANATION OF MANDATORY PLEDGES

- \$60.00 VA&R** - Our Department donates \$100.00 every month to the 7 VA Centers and both VA Hospitals located in Oklahoma for a total yearly donation of \$10,800.00. Also, Department donates \$1,500 to the Buddy Fund for the annual Christmas VA&R Tour where each veteran is given a \$1.00 bill and a Christmas card. Even with all 100 units in Oklahoma pledging \$60 per year, that still leaves a deficit of \$6,300 that the Department must cover.

Any donations made by units to the General VA&R Fund will be used to help offset these costs and will be greatly appreciated. Likewise, if you want to specify a certain center or hospital to receive a donation, please indicate the name and amount of your donation under Non-Mandatory Contributions section of this form.

- \$23.00 Office Overhead** – As everyone knows, the cost of running a not-for-profit business is increasing yearly. Insurance (including earthquake, building, liability, and officer bonding) have all gone up drastically over the past 3 years. Combined with the increase is paper products, business equipment, building maintenance, etc., we find ourselves in need of a little support from the units.

Additional donations can be made to the Department General Fund, the Department President's Fundraiser, and the Department Scholarship Fund.

Please include the amount of your donation under the Non-Mandatory Contributions section of this form. **NOTE: Donations to the Department Scholarship Fund will be used exclusively for that purpose. They will not be co-mingled with the general fund.**

3. **\$7.00 Unit Bond** – This is the cost that Department pays National for the Unit Bond for all Units in Oklahoma. The amount of this pledge is to reimburse Department for that expense. This bond covers every member in each Unit who is authorized to handle money.

We now have the capability of receiving payment for Mandatory Contributions by credit/debit card. Please note there will be a \$4.00 convenience fee for each \$100 donated if paid by card. If you choose to use this payment method, please provide the following information.

_____	_____	_____
Card Number Number	Expiration Date	CVV
_____	_____	
Name on Card	Zip Code	

