

Minutes of the
Pre-Convention
Department Executive Committee Meeting
April 22, 2026
Susitna Valley Unit 35

CALL TO ORDER

The meeting was called to order by President Annette Gwalthney Jones at 7:18 p.m.

OPENING CEREMONIES

Chaplain Carrie Hintz opened the meeting with a prayer.

All those present recited the Pledge of Allegiance and the Preamble to the ALA Constitution.

ROLL CALL

National Officers Present

National Executive Committee Member Penny Mazonna
Alternate National Executive Committee member April Sinclair,

Department Officers Present

President Annette Gwalthney Jones, 1st Vice President Nina Ketelsen, 2nd Vice President Charlene Martin, Secretary Barb Nath, Treasurer Pam Cawley, Chaplain Carrie Hintz, Sgt-at-Arms Sabrina Schmidt, Executive Committee Robyn Downs, Executive Committee Brenda Fiddick

Standing Committee Chairs Present

Alaska Girls State Nina Ketelsen, Auxiliary Emergency Fund Charlene Martin, Children and Youth Mary Scaturchio, Constitution and Bylaws Lisa Williamson, Distinguished Guests Penny Mazonna, Finance Sabrina Schmidt, Historian Fran Bedel, Junior Activities Elizabeth Clausen, Leadership Colleen Newman, Legislative Patty Mazonna-Jones, Membership Robyn Downs, National Security Brenda Fiddick, Past Presidents Parley Lori Fruhwirth, Poppy Jena Arntzen, Public Relations Lisa Williamson, Risk and Compliance Pam Cawley, Veterans Affairs and Rehabilitation (VA&R) Charlene Martin

Units Present

Jack Henry Unit 1, Joseph T. Craig Unit 3, Dorman H. Baker Unit 11, Matanuska Valley Unit 15, Robert G. Blair Unit 17, Ninilchik Unit 18, Spenard Unit 28, Muldoon Unit 29, Susitna Valley Unit 35, C. Russell Huber Unit 57

Guests

Pam Ray, American Legion Auxiliary National President
Butch Ray, Past National SAL Vice Commander

APPROVAL OF MINUTES

It was noted that there were several typos in the minutes such as spelling of name. Barb will review minutes and correct.

MOTION: by Lisa Williamson and seconded to approve the minutes of the DEC meetings on October 19, 2025 and February 7, 2026 with corrections.

The motion carried by unanimous voice vote.

DISTINGUISHED GUEST

National President Pam Ray came to our DEC meeting. She said hello and introduced her husband Butch. She will be back later in the week. She gave her thanks for inviting her to attend our Department Convention.

TREASURER’S REPORT

Treasurer Pam Cawley reported the following balances in our accounts

Edward Jones

Merrilyn Stock	12,636.15
Auxiliary	19,614.37
Future Development.....	33,891.86
Junior Activities	6,404.55
Children and Youth.....	10,825.47
Girls State.....	24,185.03

Northrim Bank

General	38,244.07
Gaming.....	30,689.94
Rehab	33,036.87
Girls State Checking	29,433.87
Girls State Savings	12,014.28
Merrilyn Stock	16,683.52

Other information that she shared included:

- The accounts discussed at the DEC meeting in February were in the process of being opened at Northrim Bank. These were 6-month CDs for Merrilyn Stock and Girls State Savings and a savings account for Auxiliary Emergency Fund.
- QuickBooks has been migrated to QB Online. The users will be Pam Cawley (Treasurer), Sabrina Schmidt (Finance Committee Chair) and Christina Leigh (Finance Committee member)
- Online memberships paid to National are being paid to units on a quarterly basis.
- Rippie World Boniface has played our gaming permit for 2025 and it will also be played for January to March, 2026.
- Net proceeds for October, 2025 through March, 2026 totaled \$27,058.
- Annual Gaming report was filed by RJC Certified Public Accounts

MOTION: by Colleen Newman (Unit 35) and seconded to accept the Treasurer's report

The motion carried by unanimous voice vote.

MICROSOFT 365

At this time, the Department Secretary is unable to open files on the Secretary's computer. In order to do so we will need Microsoft 365. This would be part of our budget.

MOTION: by Colleen Newman (Unit 35) and seconded to purchase Microsoft 365

It was asked if the funds could come from gaming or from future development.

MOTION: by Lisa Williamson (Unit 57) and seconded to table this motion until the budget presentation.

The motion carried.

STORAGE AT HEADQUARTERS

There is still ongoing discussion at using the Legion Headquarters building. Some decisions are going to be made with the Legion and then this will be pursued.

NEW BUSINESS

Sharon Cherrette (Legion Adjutant) addressed the following topics:

- Costs for Department Convention are skyrocketing. They are trying to work out a way to make it a two day convention. She noted it might not be feasible, but wanted the Auxiliary to know that it is being discussed.
- The Hospitality Suite at National Convention is usually a two bedroom suite with hospitality being in one room. At this time they are looking at getting one room on Wednesday and one room on Thursday. In recent years, there have not been as many people coming to the hospitality room. The cost of alcohol has gone up with the possibility of having to purchase it from the hotel. We are staying at the National Hotel and are at their mercy for costs.
- Family Day is on Sunday at a baseball game.
- There will be no problem getting a room for the DEC meeting at National Convention at no cost.
- Registration fees for National Convention are \$35 per person. If you want to have a guest attend, please let the Department Secretary know.
- The 2027 National Convention will be from 08/27/27 to 09/02/27 in Kansas City. The Legion Adjutant has to turn in the projected list of those planning to attend by 04/29/26. She asked for a projected list from the Auxiliary by the end of this Convention.

ANNOUNCEMENTS

- Past President Parley is on Friday. The cost is \$22 per person. The menu will consist of sandwiches, soups, and salads. Each unit was asked to bring their mystery gifts for the silent auction. Funds raised will go to the Future Development Fund.
- It was asked that we record a message for Sue Caswell after the meeting since she is unable to be present.

ADJOURNMENT

MOTION: by Lisa Williamson (Unit 57) and seconded to adjourn the April 22, 2026 Pre-Convention Department Executive Committee meeting.

The motion carried by unanimous voice vote.

The meeting was adjourned at 7:53 p.m.

Respectfully submitted,

Barbara Nath

Barbara Nath
Department Secretary