**OFFICIAL CALL TO THE**

**101th ANNUAL DISTRICT 4 CONVENTION**

**OF THE**

**AMERICAN LEGION AUXILIARY**

The one hundredth annual District 4 Convention of the American Legion Auxiliary is hereby called to meet in Emporia, Kansas, March 22, 2025.

Housing of delegates and all others shall be made by your choice of hotel/motels within the Emporia area. No rooms have been blocked since this is a one-day convention.

**PURPOSE:** To transact all necessary business, receive reports of District Officers, Chairpersons and Unit Presidents. To nominate a District President and Vice-President, to elect Secretary/Treasurer, Chaplain, Historian, Sergeant-At-Arms and a three year board member. To nominate delegates and alternates to the National Convention in Tampa, Florida August 22-29, 2025. To stimulate interest and to better understand our American Legion programs; to promote fellowship and become better acquainted with the Unit members of our District and Department.

**REPRESENTATION:** (Article 7, Section 2) Representation to the District Convention shall be by Units. Each Unit shall be entitled to three (3) delegates and one (1) additional delegate for each fifty (50) members or major fraction thereof. The dues of these delegates shall have been received by Department Headquarters ten (10) days prior to the meeting of the convention for which they are elected. An equal number of alternates shall be elected. Delegates-at-Large to the District Convention shall be members in good standing in their Units; providing they are properly certified and they have paid their registration fee.

**REGISTRATION:** Registration fee for each delegate, alternate and guest is $10.00. You can register Saturday from 8:00 am to 12:00 at the Emporia Post #5 2921 W. 12th Ave., Emporia, Kansas where the Auxiliary meeting will be held. The fee is used to defray the Convention expenses. The Department Representative does not pay registration fees.

**CANDIDATES FOR OFFICE:** Anyone willing to hold an office in the District shall have the endorsement of her Unit for the office she is seeking**. Please be sure the District President and Secretary have a copy prior to the convention.**  New faces and ideas are always welcome so please consider going up in our district.

**PER CAPITA TAX:** All Units must have their 2024 Per Capita tax paid before convention in order for the delegation to vote.

**ROLL CALL OF UNITS:** Unit Presidents answer roll call by Unit Name, Number, Number of members in attendance and the page her report is on in the Book of Reports.

**REPORTS: Unit Chairman** Please return all reports to the District Chairman by the due date designated on the report form (**February 1**). District Chairmen please return your reports to the District President **as soon as possible so they can be** **incorporated in the Book of Reports**. All supplemental reports shall be in duplicate, one for the Secretary and one for the Historian.

**Unit** **Presidents there is no form for your report, it is to be written in narrative form of what your Unit has done for the past year. Ladies these are very important so please turn one in. Let the other Units know what YOU have done during this past year.**

**Also, please return the “Unit-Year-End Impact Number Report back to me along with your President’s report so I can make my report to Department.**

**DISTRICT CONVENTION BOOK OF REPORTS:** Due to the increased expense of printing the Book of Reports for District Convention, we will be providing the Book of Reports electronically to all Auxiliary members with an e-mail address prior to District Convention so you can print it out and bring with you to Convention. If, you have member(s) within your Unit with an e-mail address and would like to have the Book of Reports e-mailed to them, please contact me, Carol Roush 785-640-3319 or croush54@hotmail.com.

**EXECUTIVE BOARD MEETING:** District 4 Executive Board Meeting will be held Saturday, March 22, 2025 at 7:30 A.M. at Emporia Post #5, 2921 W. 12th Ave. Emporia, Kansas prior to opening joint session.

**JOINT MEMORIAL SERVICE:** Send all names of all deceased Unit members since the last District Convention in April 2024 to Donna Mendoza 304 W. 6th Lebo 66856 or email to: danddmendoza@yahoo.com by **February 1st**. The Joint Memorial Service will be held at the Emporia Post #5 at 10:00 a.m. March 22.

**PAST PRESIDENT’S LUNCHEON:** Past President’s Luncheon will be at 11:45 a.m. at the Emporia Post #5 Emporia, Kansas in conjunction with the Past Commander’s Luncheon. Cost of the luncheon will be $15.00. Lunch will be available for all attending the meeting on Saturday at the Emporia Post #5 Emporia, Kansas with the purchase of a ticket.

**AUCTION:** The Auxiliary will be holding an auction after the Memorial Service to raise money for District 4 Auxiliary expenses for the next year. There will be some very nice items that will be auctioned off. I have asked all District Officers to donate one item for this so there will be a wide variety items for you to bid on.

Carol Roush

District 4 President