



Matthew Griffis &lt;mattgriffis.azsal@gmail.com&gt;

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## Adjutant or 1st Vice updates

1 message

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keithvbirkemeyer34@cox.net <keithvbirkemeyer34@cox.net>  
To: keithvbirkemeyer34@cox.net

Wed, Aug 28, 2019 at 2:29 PM

Greetings from the State Adjutant:

As many might know Rose has been in the hospital and at home recovering lately, she is the S.A.L. admin at Department and I have been covering for her. I would like to point out a few common errors on paperwork.

1. Use the correct forms please S.A.L. on S.A.L. not Legion forms both membership and transmittals.
2. Fill them out completely, no incomplete – now is the time to get it all – dob, email, phone numbers etc.
3. Fill out SQD numbers, again complete the form.
4. The Adjutant or person completing the membership card must initial/sign and date the form.
5. 2019 is a separate transmittal, 2020 is a separate transmittal. Do not combine – together, we must make news one and it takes time.
6. Follow your transmittal numbers sequentially – when someone makes an error and they will it is difficult to find the mistake and correct it without a number.
7. When a person renews, get the info – use MYSAL.
8. When a person transfers, complete the transfer paperwork – if it's a new year, fill out a membership card and attach to transfer.
9. Double check and triple check before you send paperwork. If we miss it, and it goes to National and it comes back it is very difficult to find out which SQD etc.
10. 1<sup>st</sup> membership goal is Sept. 6<sup>th</sup> 10%, get your 2020 membership on its way to Detachment. Thanks

We will be holding a class at Conference on paperwork, after the General Meeting. More details later.

I've included a Consolidated Service Report excel spreadsheet that was sent from another Region, looks like it would be handy and as each month goes by it TOTALS the end.

National Convention is now history, I'm including a few shots of a few awards we earned

- 100% membership ARIZONA – I think we finished at 103.% before National. We still have time so get those 2019 cards in please. Great Job Past Commander Lucas, that's him smiling from ear to ear...
- All time high in numbers 7960 and still counting for 2019.
- National Legacy Fund – Highest donation in West.
- Arthur D Houghton Award – as of 1/1/each year has attained the greatest percentage of increase over the previous year's total membership.
- We as Deatchment helped to hit the 8 million mark on CWF, great job everyone.

**We should be proud of all the work we have done last year for CWF and membership, now our challenge is to keep the membership. With the Legion Act passing new opportunities give us a chance to**

**attract new membership – let's focus on Youth programs, Americanism and Scouting – 10 Ideals and the 5 Star Program.**

**I challenge each Squadron to have at least 10 new 10 Ideals candidates and 10 new 5 Star Program candidates before the end of the year.**

**Congratulations to Post 27, I heard through the grapevine that they are now hosting a Boy Scout Troop.**

Keith

For God and Country



**Keith V. Birkemeyer**

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Detachment of Arizona Adjutant 2018 - present

Detachment of Arizona Executive Committee 2017 -2019

Phoenix National Cemetery Memorial Day Committee 2019

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