



Secretary's Note

For God and Country,
Department of Alabama
Carol Tyson, Secretary



March , 2020

ALA Girls State:

To register a 2020 Delegate for the upcoming 78th Session of the American Legion Auxiliary Department of Alabama Girls State please visit the website at www.alabamagirlsstate.org and click on "Register a 2020 Delegate" Only Auxiliary Units will be able to register delegates from Feb 1-Mar 15. See dates below:

Important Dates:

Registration form opens for local ALA Units:

February 1, 2020

Registration form opens for high school coordinators: March 15, 2020

Deadline for registration: May 1, 2020

Delegate information forms due: May 15, 2020

Parent packets sent on May 6, 2020

Parent forms due: May 24, 2020

Education Scholarships:

Scholarships, both new and renewed are being accepted in the Department office now. Please visit, or direct any you know eligible to visit our Department website at www.alabamaamericanlegionauxiliary.com and click on Dept Links – on the right side you will find all the scholarships available. Click on each button to find out requirements. Please make sure that all are adhering to posted deadlines as applications will not be accepted late due to meeting times for committee.

Department Convention: Department Convention will be held June 18 – 21, 2020 at the Birmingham Marriott 3590 Grandview Pkwy, Birmingham, AL 35243 phone: (205) 968-3775 marriott.com Room Rates: Current Govt Rate

Please go ahead and make your room reservations now if you are planning on attending, that way you are insured you will have a room. We hope to see all of you there.

The Auxiliary will be celebrating our 100th birthday at the Dept Convention. Units and Districts are encouraged to work together to decorate a table as discussed at Mid-Winter. Please contact Iris Keen for more information at (334) 806-7307.

Elections for New Officers: Per

Constitution and Bylaws, Article 1 – Organization, Section, 1.3 Units, (e): Unit Officers shall be elected in May to assume office at the close of Department Convention. (f): A Unit shall hold at least on business meeting each month for ten (10) consecutive months and shall make a full report to the annual District Conference and to Department Headquarters when instructed.

Please make sure to hold your elections when they are due and then send in the Unit Officer Roster Form to me so that I can update the Department Roster Book for the coming year, as well as ALA MIS. A copy of the Unit Officers form and the Unit Dues Amounts (whether either information has changed or not) needs to be completed. Please fill in all the information – DO NOT write "same as last year." (District Presidents, please make sure all Units have this information.)

District/Dept Revitalizations: The American Legion has put out a Department wide District Revitalization schedule. They have been including the Auxiliary, SAL, and Riders in this process. When the Legionnaires sign up, they usually have a family which means expanded growth for our FAMILY. Get involved. The schedule is on our Dept Website under Calendar of Events.

Membership Chairs/Secretaries/Treasurers:
Please make sure when you send in your transmittal forms for Membership renewals or New Members, that you include only the amount of money on the check for what is on the transmittal. Do not combine years on one transmittal or multiple transmittals on one check. Remember to keep new member applications and renewals separate as well. This is especially important during and after Convention. Do not combine Bonding fees, or any other donation/fee/payment on the same check as your membership dues.

Please keep things separate. *With the changing of banking institutions and new checking accounts, not everything goes into the same account, so please write separate checks for all donations. Indicate in the memo section what each check is designated for.*

Membership Applications: Please make sure that your membership applications are complete AND LEGIBLE. New membership applications are available for download on our Department website; please be sure to download it. **Remember that the POST must verify the Veterans service. The only time an Auxiliary member may verify the eligibility of a Veteran is if it is a female veteran signing herself up as an Auxiliary member.**

New: Direct Descendant can no longer be marked as an acceptable option for new members on an application, so if you use an older application remember that no relationship to the veteran beyond granddaughter is eligible. (no great-granddaughters or great-great granddaughters will be accepted based on eligibility through the IRS as a Veteran Service Organization Auxiliary.

All information must be complete on the application, including phone numbers with **AREA codes**; we have several in AL and many people move and keep numbers from other areas so this is important. Getting phone number allows you to keep in contact with the new member and get them involved. Always make sure your UNIT number is on the application when you send it in, so I know

which unit the applicant belongs to. The application does not always stay with the transmittal. Again, please make sure information is legible.

Important: If your 2020 dues are not paid, you are not a member-in-good-standing. This means you are not current and your benefits through the ALA are null and void – i.e.: AEF, if you needed to apply for these benefits you would be denied.

ALA MIS: For Units looking to gain access to ALA MIS, please send me a letter with the following information: Your Name, Unit Name/Number, Your Member Number and Current Valid email address. Only Unit Presidents, Membership Chairs Secretaries and/or Treasurers should have access and only 2 people per Unit may access ALA MIS. The cost is \$10/person (2 people max, \$20 total) This gives Units access to view reports, as well as the ability to change names and addresses for members only. Units do not have access to make payments.

Districts are also eligible to sign up as well. Same rules apply as for units.

ALA Academy: Make sure and log into your ALA National Account and do the courses offered. The Academy has a wealth of information.

War Memorial: Don't forget to purchase a brick in honor/memory of your beloved servicemember. This is a great way to honor their service and help restore the Alabama War Memorial in the process. Applications for the bricks can be found on our Department website under Dept. Links.

Tax Information - 990's: The instructions and a wealth of information for 990 filing has been uploaded to our Department Website and can be accessed at any time. Please check it out and make sure your unit is in compliance.

Something Happening at Your Unit or in

Your District: We want to know about it. If you have something going on, share it. Send me an email at ALAux.Sec@legional.org, and I will get the information out. This is a great way to share ideas with one another, as well as gain support for your events. Information needs to be to me by no later than the 3rd of each month.

Free Life Insurance through LIT: All

members who are current and maintain their dues are eligible for a free life insurance policy through the LIT for up to \$5000. To sign up, visit www.thelit.com and click on “No Cost LegionCare” to continue.

Department Website: Our Department Website –

www.alabamaamericanlegionauxiliary.com – is constantly updating and changing. Make sure you check it out regularly for new information, so that you stay up-to-date with the latest happenings in the Department.

Forms Available: Updated transmittal forms,

New and Renewed have been uploaded to our Department website for your immediate use under Dept Links. These forms have the correct amounts, as well as places for you to deduct your credit memos that many units have been receiving from me for members paying online and miscellaneous reasons.

Office Hours: Effective January 6, 2020: The

office hours are Monday - Thursday 8a – 2p and Friday 8a- 4p. Please don't hesitate to email anytime at ALAux.Sec@legional.org.



American Legion Auxiliary MEMBERSHIP APPLICATION

APPLICANT INFORMATION

Name (First) _____ (M.I.) _____ (Last) _____

Address _____

City _____ State _____ ZIP _____

Home Phone _____ Cell Phone _____ Email Address _____

_____ / _____ / _____ Birth - 17 18 and over _____ Unit # _____ Location _____

Date of Birth (Required)

Have you been a member previously? Yes No (If yes, fill in below.)

Previous Unit City/State _____ ALA ID # (if known) _____

_____ / _____ / _____

Signature of Applicant (or legal guardian if under 18) _____ Date _____

ELIGIBILITY INFORMATION

Eligible Through—Name of Veteran (Female Veterans: List Your Own Name) _____

If Living: _____ American Legion Member ID # _____ Post # _____ City _____ State _____

Deceased—If veteran is deceased, contact ALA unit about the necessary military records.
For Veteran's DD214 Discharge Papers: www.archives.gov/veterans/military-service-records

Veteran Served:

WWI (4/8/1917-11/11/1918)

Anytime After 12/7/1941 (check all that apply):

Global War on Terror Panama Vietnam WWII

Gulf War Lebanon/Grenada Korea Other Conflicts

Applicant's Relationship to the Veteran:

Male Spouse Female Spouse Mother Grandmother Sister Self

Daughter Granddaughter

To Be Completed By The American Legion Post Adjutant/Officer

I certify that the above named individual served at least one day of active duty during the dates marked above and was honorably discharged or is still serving honorably.

_____ / _____ / _____

Post Adjutant/Officer Membership Verification _____ Date _____

HELP US GET YOU CONNECTED!

I am interested in learning more about:

Volunteering for Veterans, Military, and Their Families

Youth Activities, Including ALA Girls State, Junior Member Programs, and Scholarships

Member Discounts and Services

Other

Please contact the following individual about volunteering or joining the American Legion Auxiliary:

Name _____ Phone _____ Email _____

Name _____ Phone _____ Email _____

Name _____ Phone _____ Email _____

Recruiter's Name _____ Unit/Post # _____ City _____ State _____

Submit this application to the ALA unit you wish to join. If unit is unknown, contact National Headquarters at (317) 569-4500 for assistance. Annual dues must accompany completed application. Ask local contact for amount due. *Membership pending approval of application.*

UNIT #: _____

District#: _____

Unit Dues (2020-2021)

Presidents, Secretaries and Membership Chairman:

Please complete the following information and return to Department **NO LATER than April 15th** of each year for the following years dues to be updated at both Department and at National level. Please mail this to the Department Office at: P O Box 606, Montgomery, AL. 36101 or you may also email: ALAux.Sec@legional.org. Attn: Carol Tyson, Department Secretary

National needs this information for mailing of your membership cards to be received by Department before Convention. If not received before the deadline, the old information will remain the same in the system. This information is extremely important and must be received by the deadline or you will not have the correct information. It will remain the same for another year, possibly at a loss to your Unit, and no-one wants that.

NOTE: National has raised their dues payable by Department. If your Unit dues are \$25 or less, then we recommend you raise your dues so that you aren't taking a loss.

Senior Dues Charged by Unit Amount: \$ _____

Junior Dues Charged by Unit Amount: \$ _____

Name of Individual to receive Unit Membership Dues: _____

Member ID# _____ Dues paid through: _____

Address where Membership dues should be mailed: (Department needs to know this ASAP)

Street/P O Box: _____

City, State Zip: _____

Phone # (required): _____

Email: _____

Return this form ASAP to Department.

Year: 2020-2021

(Pg. 2) Unit#:

Current Roster of Officers

District#:

Treasurer: Name: _____ *Member# _____
Address: _____ *Dues Pd through: _____
City, State Zip: _____
Phone:(required) _____ Alt: _____
Email: _____

Historian: Name: _____ *Member# _____
Address: _____ *Dues Pd through: _____
City, State Zip: _____
Phone:(required) _____ Alt: _____
Email: _____

Chaplain: Name: _____ *Member# _____
Address: _____ *Dues Pd through: _____
City, State Zip: _____
Phone:(required) _____ Alt: _____
Email: _____

Sgt@Arms: Name: _____ *Member# _____
Address: _____ *Dues Pd through: _____
City, State Zip: _____
Phone:(required) _____ Alt: _____
Email: _____

Membership: Name: _____ *Member# _____
Address: _____ *Dues Pd through: _____
City, State Zip: _____
Phone:(required) _____ Alt: _____
Email: _____

Complete this form directly after elections and mail to:

Department Headquarters, Attn: Carol Tyson, Department Secretary

P O Box 606, Montgomery, AL. 36101 or email to: ALAux.Sec@legional.org