



104th DEPARTMENT CONVENTION CALL DAYTON, OH JUNE 30 - JULY 2, 2023

The American Legion, Department of Ohio, Inc., 104th Department Convention is hereby called in conformity with the Department Constitution and action of the Department Executive Committee. The Department Convention is being held at The Dayton Convention Center, 22 E 5th St., Dayton, OH 45402, from June 30th - July 2nd, 2023.

(Department Constitution, Article V.: Administrative, 2019)

PURPOSE

The Department Convention is called for the purpose of electing the following officers for the ensuing year: Department Commander, First Vice Commander, Second Vice Commander, and Treasurer; to ratify the election of all District Commanders and District Vice Commanders; to select the city for the One Hundredth and Fourth (104th) Department Convention; and, for the transaction of such other business as may be brought before it.

RULES AND ORDER OF BUSINESS

The Rules and Order of Business of the last preceding Department Convention (2022) shall be the Rules and Order of Business of the next succeeding Convention until the Rules and Order of Business Committee report to the Convention then in session.

(Article V, Administrative, Section 2., 2019)

DELEGATES

Representation in the Convention will be by delegates and alternates from each Post. Each Post shall be entitled to one delegate and one alternate for the first twenty-five (25) members; two delegates and alternates for sixty-six (66) members and, an additional delegate and alternate for each additional one hundred (100) members, paid-up thirty (30) days (**May 31, 2023**) before the opening date of the Department Convention. All members of the Department Executive Committee shall be delegates to all Department Conventions during their term of office, with a vote to be exercised with their respective Posts.

(Article V, Administrative, Section 2., 2019)

All Past Department Commanders, while in good standing with their respective Posts, shall be life Delegates to all Department Conventions, with a vote to be exercised with their respective Post.

(Article V., Administrative, Section 3., 2019)

ALTERNATES

Alternates will be entitled to be seated in designated areas at Department Convention, and they will have the power to vote only in the absence of regular delegates. The selection of alternates to represent absent delegates is a matter of decision within the respective Post delegation. Changes must be certified in writing to the Department Adjutant, or the Alternate cannot be seated. Each alternate should register. Otherwise, he/she will not be entitled to vote should the regular Delegate be absent.

CERTIFICATION – DELEGATES AND ALTERNATES

Names of delegates alternates and special delegates (Past Department Commanders and Department Executive Committee members) shall be certified to Department Headquarters on the forms prescribed by Department Headquarters and on the Department Website. A completed certification must be returned to Department Headquarters no later than **Friday, June 16, 2023**. **An electronic receipt of submission of Delegate and alternates to Department Headquarters MUST be provided at Registration by the Post Delegate Chairman.**

ELECTION OF POST OFFICERS

In accordance with the Department Constitution, Posts within the Department must have elected and certified Post Officers, including Delegates to Department Convention, for the ensuing year certified to Department Headquarters fifteen **(15) days prior to the Department Convention**. Failure to certify Post Officers and Delegates to Department Convention within the specified time shall cause the Credentials Committee to refuse to seat Post Delegates, thereby causing the Post to lose its vote in the Convention Sessions. **The deadline is Wednesday, June 14, 2023.** (*Article XI, The Post, Section 3., 2017*)

2024 MEMBERSHIP CARDS

2024 membership cards will be available to Posts at Department Convention. This is pending submission of and receipt by Department Headquarters on-site, the Certification of Post Officers form, and Consolidated Post Report (CPR) for the ensuing year. Posts who have submitted this information prior to Department Convention will receive their membership cards by mail, shortly after submission.

REGISTRATION

Registration will open at the Dayton Convention Center, 22 E 5th St., Dayton, OH 45402 on Friday morning, June 30, from 10 am to 6 pm, and Saturday, July 1, from 8:30 am to 30 minutes past the close of the session. All Delegates, Alternate, Visitors, and Past Department Commanders should register upon arrival at the Convention Registration time is provided. All members of the Department Executive Committee will be registered separately at the DEC Meeting on Thursday, June 29, 2023, pending attendance.

CONVENTION HEADQUARTERS

Department Convention Headquarters office is open for business on Thursday, June 29, from 8:00 AM to 5:00 PM. Business hours for the remainder of the Convention will be posted at that time.

HOUSING

To make reservations please call 1-800- MARRIOTT or 937-223-1000 and reference “The American Legion Department of Ohio 2023 Convention”

Marriott- University of Dayton: 1414 S Patterson Blvd; Dayton, OH 45409

The discounted group rate is \$130.00/night + tax.

DEADLINE DATE FOR HOUSING

May 28, 2023

IDENTIFICATION - MEMBERSHIP CARD

Legionnaires attending Convention should carry their signed 2023 or 2024 American Legion membership card as a means of identification. This is a preferred manner of verifying a member is in good standing.

AMENDMENTS TO CONSTITUTION & BY-LAWS

The Department Constitution may be amended by any Department Convention by a vote of two-thirds (2/3) of the total Delegates registered at such Convention, provided that the proposed amendment or amendments shall have been submitted through Department Headquarters to the several Posts in the Department by publication in the Department newspaper or by mailing at least two (2) copies to each Post at least thirty-five (35) days prior to the annual Department Convention. All proposed amendments must have been submitted to Department Headquarters **not later than May 26, 2023**, for review and distribution before **June 20, 2023**. (*Article XV, Section 1, Department Constitution*)

RESOLUTIONS

In addition to mailing one signed copy, please consider emailing a copy of all proposed resolutions from a Post or District to the Department Adjutant for record-keeping. The following is from the Department Constitution & By-Laws, Article V, Section 2a-2b., 2017:

ARTICLE V SECTION 2a-2b

Section 2-a. All resolutions, other than resolutions (recommendations) proposing to amend the Department Constitution or the Department By-Laws, may originate at any regular official meeting of a Post, County, District, Department Executive Committee, or duly constituted committee meeting of the Department Convention. All resolutions, other than those originating in the Convention committees must be received by the Department Headquarters at least ten (10) days prior to the opening of the Convention. Provided, however, that the ten (10) day requirement may be waived by a two-thirds (2/3) vote of the delegates to the Convention. Said two-thirds (2/3) vote is also required for all resolutions originating in the Convention committees.

Section 2-b. Upon receipt of resolutions originating in Post, Counties, Districts, or the Department Executive Committee, it shall be the duty of the Department Adjutant to edit all such resolutions so as to bring them into the proper form for the Department Convention and make other corrections, additions, and deletions as he/she sees fit so long as said corrections, additions, and deletions do not change the intent or purpose of the resolution. It shall be the duty of the Department Adjutant to assign these resolutions to the proper Convention committees. (*Amended 42nd Department Convention 1960*).

All resolutions, other than resolutions (recommendations) proposing to amend the Department Constitution or the Department By-Laws, may originate at any regular official meeting of a Post, County, District, Department Executive Committee, or duly constituted committee meeting of the Department Convention.

All resolutions, other than those originating in Convention Committee, must be received by Department Headquarters at least ten (10) days (**Tuesday, June 20, 2023**) prior to the opening date of the Department Convention, however, the ten (10) day requirement may be waived by a two-thirds (2/3) vote of the Delegates at the Convention. Said two-thirds (2/3) vote is also required for all resolutions originating in Convention Committee.

DISTRICT

District Conventions must be held at least **(30)** days prior to the Department Convention, no later than **June 5, 2023**, the time, and place to be determined by the District Commander. At the District Convention, there shall be elected a District Commander and two (2) Vice Commanders who will serve for the ensuing year. Delegates and Alternates to the National Convention, to which each District is entitled, shall be selected as determined by the District Constitution. It shall be the responsibility of the District Commander to verify the eligibility of each duly elected Delegate and Alternate to the National Convention from his respective District.

There shall be selected at the District Convention one person to serve on each of the following Department Convention Committees: Americanism, Child Welfare, Constitutional Amendments, Credentials, National Security, Rules and Order of Business, Legislative, Permanent Organization, Veterans Affairs and Rehabilitation, and Resolutions.

District Commanders presiding at District Conventions shall, immediately following adjournment of such District Conventions, certify to the Department Adjutant at the Department Headquarters a copy of the names of the District Commander and District Vice Commanders, County Commander, and County Vice Commanders elected by the County Convention, Delegates and Alternates to the National Convention, Committeemen, and other officers elected at such District Conventions.

Two copies of resolutions, one copy signed, initiated, or adopted at the District Convention must be forwarded with the above reports.

Representation in the District Convention will be by Posts. The number of Delegates to which a Post shall be entitled shall be computed in the same manner prescribed for the Department Convention, except the representation of each Post shall be based on paid-up membership at Department Headquarters fifteen **(15)** days prior to District Conventions. Names of said Post Delegates and Alternates shall be certified to the District Commander, not later than five **(5)** days prior to said District Convention.

COUNTY

In Counties not governed by a regularly constituted County Council, it shall be the duty of the District Commander to provide for an Annual County Convention at a date no later than fifteen **(15)** days prior to the District Convention.

Each Post in said County shall be entitled to five (5) times the number of Delegates and Alternates to which they would be entitled in the District Convention.

Delegates to County Conventions shall be selected by all Posts in the County at their last regular Post meeting prior to the County Convention. A County Commander, and such other County Officers as the Constitution and By-Laws of the County organization may provide, shall be elected at the County Convention. All business, as may affect those Posts comprising said Counties, shall be handled under the same rules and procedures as established for Department and District Conventions.

***Elections for NECMAN and ALTNECMAN are held in even-numbered years**