

2024-2025 American Legion Auxiliary Department of New York Membership

Department Membership Chairman

Maureen F. Morgan

14 Montebello Commons Dr

Suffern, NY 10901

C: 845-729-5471

E-mail: nyalamembership@gmail.com

The role of all members is to encourage and support the statewide effort to attract and retain a diverse, active membership and to establish new units to ensure the future of the American Legion Auxiliary. Members enable us to carry out our mission to assist veterans, military, and their families.

By honoring our veterans and military through meaningful service, the American Legion Auxiliary will grow membership. In order to grow the organization, we must let members know that they are the Auxiliary's most valuable asset.

Welcome to the 2024-2025 Membership team!

As we embark on a new Auxiliary year, I am excited for the opportunities available to our Units, Counties and Districts to increase our membership. Dues can be paid for next year beginning right after the convention in July. If your dues aren't paid by January 31, 2025, you are considered delinquent. Don't delay!

Did you know that there are new eligibility guidelines???

1. The Legion Act passed in 2019 allows all Veterans who have served since Dec. 7, 1941, to present to belong to the American Legion.
2. Also in 2019, the language was changed in our Constitution to allow **ALL** spouses of veterans to belong to the American Legion Auxiliary. This was done in honor of the 1.9 million US women Veterans.
3. In 2020 the US Air Force was reorganized and the first new independent military service since 1947 was created. This new arm of the Air Force is now called Air Force Space Command.

Renewal notices are set to be delivered by National according to the following schedule:

- September 15, 2024, the first mailed renewal notice will be sent out
- November 2024 the first email renewal will be sent
- January 2025 the second email renewal will be sent
- February 2025 the final renewal notice will be mailed out

Unit membership chairpersons: Please forward all dues in a timely manner to the Department office: American Legion Auxiliary, Department of New York, 1580 Columbia Turnpike, Bldg. #1 Suite # 3, Castleton-on-Hudson, NY 12033.

Members can also pay online at the National website: ALAforVeterans.org, and a credit card is required. Members can also pay multiple family dues by calling the National Headquarters at 317-569-4500 (credit card required). Cards will be sent from the National office when dues are paid in this manner.

Remember, our members allow us to carry out our mission for our servicemen and women and their families and communities. I can't wait to see our membership grow as a result of your efforts.

KIM'S ALA MEMBERSHIP LEADING THE WAY TO THE NORTH STAR

Our **Department President Kim** is our **INVESTOR**. Kim's knowledge will invest throughout the Department bringing a message of encouragement and knowledge to all our ALA programs and members. Her investment in our department will keep us going.

The **Three Vice Presidents** will be the **EXECUTIVE PRODUCERS**. They will tend and care for the movie and its end project. They maintain the budget to keep the movie on pace and on budget for our veterans, military, their families, and our communities.

The **District Presidents** will be the **ASSOCIATE PRODUCERS** assisting the Executive Producers with maintaining the balance of all our ALA programs. They will keep up to date on all programs and events in their Districts. The Associate Producers will be on top of everything so they can communicate between the Department and Counties.

The **District Vice Presidents** are the **DIRECTORS**. They will be responsible for making sure that our membership numbers grow all the way to 100% and beyond. They will direct the counties whenever help is needed. They will be communicating between Department and County on a regular basis.

The **County Membership Chairpersons** are the **ASSISTANT DIRECTORS**. They will direct the new membership Chairpersons and will notify the District Vice Presidents.

The **Unit Membership Chairpersons** are the **PRODUCERS** looking for every member they get by renewing, recruiting, and rejoining members. They should knowledge everywhere looking for members to help us accomplish our goals. They need to communicate with the county the number of extras that have been gained.

The **Members** are the **CAST**. Each cast member puts their best foot forward with each activity they undertake for our ALA programs. They are the cast that is seen by other members and the public. Some cast members shine brighter than others, but no one is less important than the others. We must always allow our cast to shine and beware of the cast member that any bad light can cast.

The **Past Department Presidents** are the **Casting Directors** which we need to help find the leading cast. The PDPs are the mentors and are always looking for the right member to be the lead in the movie and the Department.

DEPARTMENT MEMBERSHIP AWARDS

DEPARTMENT PRESIDENT'S AWARD: To the Unit that rejoins the largest number of members (Seniors and Juniors) by close of books June 2025.

AWARDS FOR UNITS

Units must have **12 members** to be eligible for awards. Membership awards are determined by the date RECEIVED at the Department office, not the postmark date. Winners will be announced at the Department Executive meetings and in the newsletters.

Milestone #1	75% by October 15, 2024	(5) \$100 drawings
Milestone #2	85% by November 11, 2024	(5) \$100 drawings
Milestone #3	100% by January 13, 2025	(5) \$75 drawings
Milestone #4	100% by March 17, 2025	(5) \$50 drawings
Milestone #5	100% by April 14, 2025	(5) \$25 drawings

AWARDS FOR COUNTIES

Milestone #1	50% by October 15, 2024	(1) \$100 drawing
Milestone #2	60% by November 11, 2024	(1) \$100 drawing
Milestone #3	75% by January 13, 2025	(1) \$75 drawing
Milestone #4	95% by March 17, 2025	(1) \$50 drawing
Milestone #5	100% by April 14, 2025	(1) \$25 drawing

President Kim's My Fair Lady Award: To the County with the highest percentage of membership goal by June 1, 2025, \$100.

Dressed To Kill Award: To the Unit Membership Chairman with the highest percentage of goal, 10 (ten) days prior to Mid-Winter \$250.

Mamma Mia Award: To the District with the highest numerical gain over goal by the close of books June 2025, \$150.

Casablanca Award: To the County Membership Chairman with the highest percentage of goal by December 7, 2024, \$250.

The Addams Family Award: To the District Membership Chairman with the greatest number of new members by May 15, 2025, \$150.

**DEPARTMENT MEMBERSHIP AWARDS IN
HONOR OF PAST NATIONAL PRESIDENTS**

UNIT:

- **The Past National President Louisa Williams Award** – To the Unit with the greatest percentage of Membership gain 30 days PRIOR to the Department Convention.

- **The Past National President Phyllis Bachman Sickmond Award** – To the top three (3) Units with the highest numerical increase of NEW Junior Members by March 1.

COUNTY:

- **The Past National President Doris Corwith Award** – Awarded to the County that first reaches goal.
- **The Past National President Agnes Kennedy Award** – Awarded to the County with the GREATEST numerical increase in membership over their goal prior to Department Convention.

DISTRICT:

- **The Past National President Betty Burdett Award** – Awarded to the District Membership Chairman with the highest percentage of goal by May 1st.

For the 2024-2025 Dues Year

Member Dues are based on a member's age on January 1st of the Membership year.

If a junior is born in 2007, they will be a junior member for the 2025 dues year. On their 18th birthday, they will automatically become a senior member.

Anyone who was born in 2006 and will be 18 years old by 11:59pm on December 31, 2024; is a senior for the 2025 year. National has already updated those members to senior status before the April printing of the 2025 membership cards and rosters. It should say "MAM" instead of "MYM" under Member type.

Example- A member that is 17 on January 1, 2025 will be billed as a junior member for 2025.



2025 MEMBERSHIP AWARDS

Member Award: Recruit/Rejoin 10

- **Award:** Special gift selected by the National Membership Chairman
- **Presented to:** Members who recruit and/or rejoin 10 Senior and/or Junior members. Rejoined members must not have renewed since 2021 or earlier.
- **Deadline:** Members must be entered and paid in ALAMIS member database by June 1, 2025.
 - FORMS must be received at National HQ by June 6, 2025.
- **Materials and guidelines:**
 - Form can be printed from the ALA national Membership Committee page of the national website (www.ALAforVeterans.org). You must be logged in to the *MyAuxiliary* area to access the page.
 - One entry per recruiter.

Unit Award: 100% Unit Award

- **Award:** 100% Unit Flag Ribbon
- **Presented to:** Units that reach 100% of their 2025 membership goal by January 31, 2025.
- **Deadline:** January 31, 2025
- **Materials and guidelines:**
 - This award will be based on units that reach 100% of their reported goals by January 31, 2025 as verified by ALAMIS.

Note: Departments must submit unit goals to National Headquarters by September 1, 2024, to be eligible for the 100% Unit Award. These must be sent in a specific format which will be provided by NHQ. 100% Unit Flag Ribbons for winning units will be mailed to each department for distribution.

Unit Award: New Unit Award

- **Award:** Unit Guidebook & ALA National Constitution & Bylaws from Emblem Sales.
- **Presented to:** New units chartered between September 1, 2024 and July 31, 2025.
- **Deadline:** July 31, 2025.
- **Materials and guidelines:**
 - This award is automatically presented upon receipt and processing of new unit charter applications at National Headquarters.

Department Membership Goals: Department membership goals are based on each department's 2023 membership as of 30 days prior to the 2023 national convention PLUS the percentage increase determined by your department leadership at the 2024 Department Leadership National Conference.

Department Award: 75% Award

- **Award:** \$75 to be used to advance the ALA mission
- **Presented to:** Departments reaching 75% of their 2025 department membership goal.
- **Deadline:** Pearl Harbor Day, December 7, 2024.
- **Materials and guidelines:**
 - Award will be based on membership entered in the ALAMIS member database by December 7, 2024.

Department Award: 85% Award

- **Award:** \$85 to be used to advance the ALA mission
- **Presented to:** Departments reaching 85% of their 2025 department membership goal.
- **Deadline:** TAL Birthday, March 15, 2025.
- **Materials and guidelines:**
 - Award will be based on membership entered in the ALAMIS member database by March 15, 2025.

Department Award: 95% Award

- **Award:** \$95 to be used to advance the ALA mission
- **Presented to:** Departments reaching 95% of their 2025 department membership goal.
- **Deadline:** National Poppy Day®, May 23, 2025.
- **Materials and guidelines:**
 - Award will be based on membership entered in the ALAMIS member database by May 23, 2025.

Department Award: 100% Award

- **Award:** \$250 to be used to advance the ALA mission
- **Presented to:** Any department that has reached 100% of their department goal.
- **Deadline:** Independence Day, July 4, 2025.
- **Materials and guidelines:**
 - Award will be based on membership entered in the ALAMIS member database by July 4, 2025.

Department Award: 102% Award

- **Award:** \$500 to be used to advance the ALA mission
- **Presented to:** Any department that has reached 102% of their department goal.
- **Deadline:** 30 Days Prior to National Convention, July 26, 2025.
- **Materials and guidelines:**
 - Award will be based on membership entered in the ALAMIS member database by July 26, 2025.

Seating at National Convention: Seating at National Convention will be based on each department's percentage of their 2025 membership goal, from highest percentage to lowest.



2025: RECRUIT/REJOIN 10

Members who recruit and/or rejoin 10 junior or senior Auxiliary members for the 2025 membership year.
Rejoins must not have paid membership dues since 2021 or earlier.

One entry per recruiter.

Certified forms must be received at ALA National Headquarters by June 6, 2025.
Please send this form to your department headquarters office no later than one week prior to the deadline.

New members must be paid in ALAMIS by June 1, 2025.

ENTRY/CERTIFICATION FORM

Please type or print legibly and fill out the form completely. Incomplete forms may not be processed.

Recruiter's Name: _____ Member ID#: _____
 Recruiter's Department: _____ Unit #: _____ Email: _____
 Recruiter's Address: _____

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Names of <u>New/Rejoined</u> Members	Member <u>ID#</u>	Names of <u>New/Rejoined</u> Members	Member <u>ID#</u>
1. _____		6. _____	
2. _____		7. _____	
3. _____		8. _____	
4. _____		9. _____	
5. _____		10. _____	

ALL RECRUIT 10 FORMS MUST BE SENT TO THE DEPARTMENT SECRETARY

Certified by Department Secretary: DATE: _____

Name: _____ Dept: _____

Secretary Signature (required): _____

***I certify that all 10 members are new or rejoined into the 2025 year. *I've provided or verified member ID numbers and that the form is filled out legibly and completely.**

Units: Send form to your department secretary.

ALA Department of New York, 1580 Columbia Turnpike, Bldg. #1, Suite #3, Castleton-on-Hudson, NY 12033

*Must be received at Dept HQ no later than midnight June 1, 2025.

DO NOT SEND INCOMPLETE FORMS or more than 1 form per recruiter.

National has opened up the option for units to pay dues on ALAMIS to any unit **upon department approval!** This level of ALAMIS access will be known as **UNIT FULL**. Units can have up to **2** logins at a time. **Note: We do not recommend that units have 2 Full Unit users unless they are very large. Units can have a combination of access levels.** Remember the Department has the ability to suspend or terminate Units access if they do not comply with the guidelines. Users requesting a higher level of access will not be pro-rated under any circumstances, the full amount of that access will be billed.

Read the descriptions of each level of access available:

Unit READ Capabilities:

- **View Reports**
 - View Unit Reports to export into Excel, Word, or as a PDF document
 - Use Excel exports to do mail merges if the unit needs to send letters, emails, or make labels for members
 - Use Membership Roster to view all members in their unit
 - View the members who have paid/unpaid dues report
- **Perform Searches**
 - See if dues have been applied to a member in the unit
 - View a member's join date
 - View a member's membership activity
 - Search for members in the unit
 - Filter and view only expired, junior, or adult members
 - View a member's continuous years of membership
 - View a member's member ID number
 - View a member's paid through date
 - See if a member is in a special category such as Paid Up For Life (PUFL) member or Honorary Life member (HLM)

Unit Write Capabilities:

- All the capabilities of Unit Read access PLUS:
- **Make Updates**
 - Add new members before mailing application with transmittal to Department.
 - Update member information (name, address, phone number, email address, etc.)
 - Add unit leadership positions

Unit Full Capabilities: (NEW)

- All the capabilities of Unit Read and Write access PLUS:
- Pay membership dues through ALAMIS. Units will pay both the department and national portion of dues for members. The department dues will then be remitted back to departments on the same schedule as online and by phone dues. A separate report will be included that shows which units paid dues and which members were paid.
- Rejoin former members within their unit. ALL transfer requests of current members, expired members or former members will still need to be processed by the department.
- Enter new members and pay their dues.
- **Note:** You need to send a copy of the completed application to the Department office within 30 days of entering their application on ALAMIS.

There will be requirements to have Unit Full access:

1. Membership dues must be paid using a VISA or MasterCard (credit or debit).
2. All Unit Full users must attend a 30-minute virtual training session. Currently, we are planning to do 3 training courses a month on different dates and at different times to accommodate the most people.
3. Unit Full Users will receive an email with the month's training schedule to register for training once a request is submitted to the ALAMIS Help Desk. **Users will not be granted access until after they have attended virtual training.**

There will be changes to the ALAMIS user access fees. The new rates per user will be:

- **Unit View \$10.00**
- **Unit Write \$15.00 (new)**
- **Unit Full \$20.00 (new)**

****DISTRICT AND COUNTY ACCESS WILL NO LONGER BE OFFERED AS OF APRIL 2023 DEC MEETING**

2025 ALAMIS ACCESS FOR THE DEPARTMENT OF NEW YORK

Fee per User/Year: <ul style="list-style-type: none"> UNIT FULL \$20.00 (Only 1/UNIT) UNIT WRITE \$15.00 UNIT READ \$10.00 	Unit, please make check payable to: American Legion Auxiliary, Department of New York, Inc.	Mail to: American Legion Auxiliary, Dept. of NY 1580 Columbia Turnpike, Building #1, Suite 3 Castleton-On- Hudson, NY 12033
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CHECK BOX:	<input type="checkbox"/> NEW ACCOUNT	<input type="checkbox"/> RENEWAL FOR 2024
If new, are you replacing an account? <input type="checkbox"/> Yes <input type="checkbox"/> No. If so, who?		
UNIT #: _____ COUNTY: _____ DISTRICT: _____		
CHECK OFF THE TYPE OF ACCESS YOU ARE REQUESTING:		
Breakdown of access on the back of this form		
<input type="checkbox"/> UNIT FULL- \$20.00 (We suggest only one full user per Unit)		
<input type="checkbox"/> UNIT WRITE- \$15.00		
<input type="checkbox"/> UNIT READ- \$10.00		
DISTRICT AND COUNTY ACCESS WILL NO LONGER BE OFFERED		
Note: Access is determined by Calendar year (January 1st-December 31st). Anyone with current access will receive an email reminder to renew for 2024 access in November.		

-PRINT ONLY-

NAME OF USER (not username):
Member #:
Full Address:
Phone #:
Email:

This certifies that the Member indicated above will be responsible for updating and changing membership information as provided by Unit members. I also understand that the username and password provided will not be shared with other members of the Unit. If the Member indicated above is no longer the responsible party, I will notify the Department Office of this change immediately. Remember the Department has the ability to suspend or terminate Units access if they do not comply with the guidelines. No refunds will be issued. **Furthermore, I understand that if the fee increases, the Unit will be responsible for the difference. Users requesting a higher level of access will not be pro-rated under any circumstances, the full amount of that access will be billed.**

If this is a new account, National will email your username and password when your account is setup.

UNIT PRESIDENT SIGNATURE: _____

USER SIGNATURE: _____

FOR DEPARTMENT USE ONLY
DATE PAID: _____
CHECK #: _____



American Legion Auxiliary

MEMBERSHIP ELIGIBILITY EXPLAINED

RELATIONSHIP TO VETERAN:



- **MOTHER**
- **DAUGHTER**
- **SISTER**
- **GRANDMOTHER**
- **GRANDDAUGHTER**
- **SELF — FEMALE VETERANS WHO HAVE SERVED**
- **MALE or FEMALE SPOUSE**

ELIGIBILITY PERIODS: April 6, 1917, to November 11, 1918; and any time after December 7, 1941

TWO PATHS FOR ALA ELIGIBILITY

PATH ONE

The potential member is related to a living veteran by one of the relationships stated above and the veteran is living AND a current member of The American Legion.



If the potential member is a female veteran, she only needs to have served during the eligible time periods to be eligible for ALA membership.

PATH TWO

The potential member is related to a deceased veteran who served during the eligible time periods and was honorably discharged.



The deceased veteran did not have to be a member of The American Legion in order for the potential member to join the ALA.

For more information, visit www.ALAforVeterans.org

**UNIT MEMBERSHIP REPORT FORM
2024-2025**

REPORTING DATES: November 1, 2024 April 1, 2025

Unit Name: _____ Unit #: _____

County: _____ Person Reporting: _____

Email: _____ Phone: _____

Unit Goal: _____ # Members Paid to Date: _____ % of Goal: _____

Provide information your Unit participated in:

_____ Membership Recruitment _____ Mentored New Members

_____ Early Bird Membership Perks _____ Membership Renewal Campaign

_____ # Recruited New Junior or Senior Members

_____ # Rejoined Former Junior or Senior Members

Please describe your unit's activities or projects to recruit, retain and/or revitalize your membership. *(Please use back of this form and additional sheets if needed)*

Please focus on the following questions throughout the 2024-25 membership year for your Unit. These questions must be answered for submission to the National Membership Chairman. *(Please use back of this form and additional sheets if needed)*

1. Did working on any of the ALA programs help to generate new members? (Example: Teaching flag etiquette at a school resulted in two teachers joining the ALA.)

2. Did you implement new/innovative ideas or practices to increase renewals and/or sign-up new members? If so, what were they?

3. What were some of your hurdles / difficulties you faced during this year?

**** No activities, hours, expenses, donations, or dollars spent for this committee are to be included in the Impact Report ****

**SUBMIT THIS FORM TO YOUR COUNTY MEMBERSHIP CHAIRMAN.
KEEP A COPY OF THIS REPORT FOR YOUR RECORDS.**

**COUNTY MEMBERSHIP REPORT FORM
2024-2025**

REPORTING DATES: November 10, 2024 April 10, 2025

County: _____ District: _____

Name of Person Reporting: _____

Email: _____ Phone: _____

Of Units in County: _____ # Units Reporting: _____

County Goal: _____ # Members Paid to Date: _____ % of Goal: _____

Provide information Units in your County participated in:

_____ Membership Recruitment _____ Mentored New Members

_____ Early Bird Membership Perks _____ Membership Renewal Campaign

_____ # Recruited New Junior or Senior Members

_____ # Rejoined Former Junior or Senior Members

Please describe your County's activities or projects to recruit, retain and/or revitalize your membership. *(Please use back of this form and additional sheets if needed)*

Please focus on the following questions throughout the 2024/2025 membership year from your Units. These questions must be answered for submission to the National Membership Chairman. *(Please use back of this form and additional sheets if needed)*

1. Did working on any of the ALA programs help to generate new members?
(Example: Teaching flag etiquette at a school resulted in two teachers joining the ALA.)

2. Did any of your units implement new/innovative ideas or practices to increase renewals and/or sign-up new members? If so, what were they?

3. What were some of your hurdles / difficulties you faced during this year?

**** No activities, hours, expenses, donations, or dollars spent for this committee are to be included in the Impact Report ****

SUBMIT TO DEPARTMENT MEMBERSHIP CHAIRMAN

Maureen F. Morgan
14 Montebello Commons Dr
Suffern, NY 10901
Email: nyalamembership@gmail.com

KEEP A COPY OF THIS REPORT FOR YOUR RECORD

