

**DETACHMENT HEADQUARTERS
SONS OF THE AMERICAN LEGION, DETACHMENT OF WISCONSIN**

March 15, 2017

MEMORANDUM TO: SAL DETACHMENT OFFICERS; SAL DISTRICT COMMANDERS; PAST DETACHMENT COMMANDERS; DETACHMENT COMMISSION AND COMMITTEE CHAIRMEN AND MEMBERS; SQUADRON COMMANDERS, ADJUTANTS, AND ADVISORS; DEPARTMENT SAL CHAIR; AMERICAN LEGION DISTRICT SAL CHAIRS;

FROM: DAVID FAUST (245), DETACHMENT ADJUTANT

SUBJECT: DETACHMENT EXECUTIVE COMMITTEE MEETING
Saturday, April 15, 2017, 8:45 AM – 3:00 PM
Detachment Headquarters, 2930 American Legion Dr, Portage, WI

Pursuant to Section 1, Article X, of the By Laws of the Sons of The American Legion, Detachment of Wisconsin, the Detachment Commander of the Sons of The American Legion, Detachment of Wisconsin hereby calls for a meeting of the Detachment Executive Committee of the Sons of The American Legion, Detachment of Wisconsin to be held April 15, 2017, in Portage, Wisconsin. The meeting shall be conducted at **Detachment Headquarters, 2930 American Legion Dr, Portage, WI 53901**. Agenda of the meeting is shown below.

Detachment Officers and Chairmen REQUIREMENTS:

- **Reports:** Detachment Officers shall submit a written report to the Detachment Adjutant one week prior to the DEC.
- **Attendance:** Detachment Officers unable to attend MUST contact the Detachment Adjutant David Faust, 608-334-6747 or E-mail: adjutant@wisal.org.
- **Dress Code:** Detachment Officers will be uniformly attired. You may dress business casual for this Detachment Executive Committee meeting and your Detachment cap must be worn at all times (No blue jeans or shorts).
- **Housing:** Attendees are responsible for their own housing and nutritional needs
- **Vouchers:** If you are entitled to reimbursement, send vouchers to our Detachment Finance Chairman, Tom Petrie, 808 E Cady St, Watertown, WI 53094. *Please Note: Receipt of this meeting announcement does not represent nor imply a "Call In".*

Detachment Commissions and Committees:

- Detachment Chairmen shall NOTIFY their appropriate members as to this meeting
- Commissions and Committees will meet as per the agenda.
- All chairmen will give a report to the Detachment Executive Committee.
- Chairman shall submit a written report to the Assistant Adjutant, at the completion of their respective presentation.
- Separate action shall be called for any and all commission and committee recommendations and/or resolutions.
- All members in attendance are encouraged to attend the commission and committee meetings.

Directions: from I39 take exit 92 for US-51 toward Portage, from US-51(New Pinery Rd), turn West at Northridge Dr by McDonalds, turn North at American Legion Dr.

Quick Agenda. All times are approximate and subject to change. See full agenda for more details.

9:00 a.m.	Programs Committee	11:40 a.m.	Lunch
10:05 a.m.	Internal Affairs Commission	12:30 p.m.	Call to Order of Detachment Executive Committee
11:10 a.m.	Finance Commission	12:45 p.m.	Officer Reports
	Resolutions Committee	1:15 p.m.	Committee and Commission Reports
	Convention Credentials, Resolutions and Rules Committee	1:45 p.m.	Concluding Business, Closing Ceremonies
		2:30 p.m.	Adjourn