



*The Sons of the American Legion
The Possessors of a Proud Heritage*

Topics

- Membership Calendar
- Squadron Yearly Cadence & District/State Level Activities
- Web Site Review – Resources
- Finances
- Starting a Squadron





Membership Overview

- ***Memberships follow the Calendar Year.***
 - ***Starts when membership is received, Ends on Dec 31st of that membership year.***
 - ***There is a Grace Period in January, but after Jan 31st a person is no longer a current member if they have not paid their current year's membership***
- ***Memberships should be processed soon after they are received. Do NOT sit on memberships for a long period of time.***
- ***Pre-printed Membership Cards for the upcoming year are sent to THE POST ADDRESS OF RECORD along with a roster in the June/July timeframe.***
- ***Upcoming year memberships can be processed starting in August (in general terms). A person is considered a member in good standing from that point through Dec 31st of the "Membership Year".***
- ***Current dues breakdown are:***
 - ***\$5.00 for National Dues***
 - ***\$7.00 for Detachment Dues***
 - ***\$xxx for Squadron Dues***
- ***Processing of Memberships***
 - ***Send to Portage with Transmittal Form, Info portion of the Membership Card, and check to cover National/State portion of dues. One Form and one Check for all the memberships being sent in. Get forms from www.wisal.org.***
 - ***Use of myLegion.org. Adjutant needs to set-up his personal account, need to submit to State/National they are the Adjutant, then they will have access to the on-line process. Will need to set-up Electronic Transfers to move National/State Dues. The***
 - ***Trying to setup online renewal option like the Legion has, but lacking a lot of Squadron Information to allow this to happen (Squadron Information form, covering later)***

Officers/Activities Yearly Cycle



- **May/June – Start of Officer Terms**
 - **New Officers are Installed**
 - **Elect/Submit Delegates for State Convention**
- **July – State Convention**
 - **Detachment Executive Committee (D.E.C.)/Convention Meeting**
 - **Elect Delegates for National Convention**
 - **All Squadrons are strongly encouraged to have representation at Convention**
- **August – National Convention**
 - **Wisconsin typically has a Delegate Strength between 10-14.**
- **Fall District Conferences/D.E.C. Meeting**
 - **Encourage all Districts to find a way to gather members from all squadron in their districts, could occur with the Legion Fall Conference**
 - **All Squadrons are welcome to attend the D.E.C. Meeting, do not need to pre-register**
- **Jan – Mid-Winter Conference**
 - **All Squadrons are welcome to attend, training and a D.E.C. meeting**
- **Spring District Conferences/D.E.C. Meeting**
 - **Encourage all Districts to find a way to gather members from all squadron in their districts, could occur with the Legion Fall Conference**
 - **All Squadrons are welcome to attend the D.E.C. Meeting, do not need to pre-register**
- **End of Officer Terms/Squadron End of Term Reports**
 - **Squadron Consolidated Report is submitted to State/Nationals, please copy Post**
 - **Squadron Information Form is Submitted – New Officers, update other information**
 - **Budget for upcoming year has been approved (prior to new officers taking office)**

Important Resources



- Detachment (State) website. www.wisal.org
- National website www.legion.org/sons
- Members Account www.mylegion.org
- National Newsletters
- State Newletters
- Wisconsin Legion College
- Detachment Officers

Finances

- ***The Squadron is a Program of the Post just like***
 - *The Post Baseball Team*
 - *Military/Honors Guard*
 - *Others*
- The Squadron finances are to be managed as a separate account, hopefully similar to other Post Programs.
- It is the ***Squadron's responsibility*** to approve any expenditures from the Squadron Account(s).
- Squadron finances, with regards to being tax exempt, EIN number, filing of tax forms, audits, and other items fall **under the Post**, hopefully similar to other Post Programs.
- The squadron is responsible for developing a budget and managing its finances (with Post oversight) hopefully similar to other Post Programs
- Being a program of the Post, there needs to be a Post Member listed on any bank accounts which are specifically for the Squadron. (May be a great way to utilize a Dual Member).



Starting a Squadron

- Work with your Post, ensure there is support to start a Squadron
- Identify a small committee to lead the effort
- Need 10 NEW members to be able to submit/process a Charter
- Can have Transfers/more be Charter Members (typically leave the Charter Process open for a couple months).
- Support their development
- More information/support from
 - wisal.org/new-squadron
 - Pamphlet
 - Detachment Officers
 - Staff at Portage



Final Comment

We work best and achieve the most when we
work together as a ***Family***

Thank you for the opportunity to be with you
today

