

Date: 4/20/16

91ST DEPARTMENT CONVENTION SUMMARY INFORMATION SHEET

Please Read
Contains
Important
Convention
Information

Convention Chairman: Patricia Jurgensen, (703) 754-1244 – email: pjurgy@aol.com

Convention Co-Chairman: Becky Mason (804) 733-3416

Registration Chairman: Irene Peters (804) 328-2464 lpeters@bww.com

Credential Chairman: Darlene Mays-Tittman (757) 873-6854

ROOM RESERVATIONS: **Note:** New Hotel for the Convention. Ramada Williamsburg East, Williamsburg. Make reservations directly with the hotel at (757) 585-7100. Room Rate (Single/Double) is \$87.00 + tax. Deadline for reservations is June 13, 2016. **CHECK-IN TIME is 3:00 pm.**

REGISTRATION TABLE: WEDNESDAY – FRIDAY. The Advance Registration Fee is \$15.00. Registration Fee at the Convention is \$20.00. The Advance Registration & Luncheon Form is printed in the March, April & May newsletters from Chairman Peters. Form/money are to be mailed to Debbie Martin, Department Treasurer.

- Registration Table will open **WEDNESDAY 5-7 pm** - closes Friday at 6 pm - **NOT OPEN** on Saturday. (See the Convention Schedule for the table locations).
- Membership card must be shown to register. Register in advance to enter your name in a drawing.
- Questions call: Irene Peters (804) 328-2464 email: lpeters@bww.com

- **CREDENTIALS TABLE: WEDNESDAY - FRIDAY. NOTE:** Upon arrival, Delegate & Alternate Credentials must be turned in at the Credentials Table.

- Membership card or Convention Badge must be shown to turn in your Credentials.
- Credentials Table will open on **WEDNESDAY 5-7 pm** - closes Friday at 6 pm - **NOT OPEN** on Saturday.
- Nominations will be Friday. Elections will be held on Saturday (not Sunday).
- **SPECIAL MEETING** - 2015-2016 District Presidents on Thursday at 4:30 pm with Darlene Mays-Tittman. Attendance required. Guidance on the delegates/voting process. **Location: Restaurant - Alcove Section.**

- **WAYS & MEANS TABLE: THURSDAY – SATURDAY.** Please read the May newsletter from the Ways and Means Chairmen for any special request they need from Auxiliary members during the Convention.

- Vicki Peterson (435) 850-8270 - Denice Moran (757) 971-8666

- **DEPARTMENT PRESIDENT/MEMBER'S LUNCHEON:** Friday, June 17th, 11:30 am. The deadline date to register for the luncheon is May 30, 2016.

- **CHANGE:** The Luncheon will be held at the Fort Magruder Hotel, New Market Hall. Buses will be provided to transport members to and from the Luncheon.
- Please indicate on the form if you (as a member) are sending a personal donation for the President's Luncheon Gift. ► **Note:** The "Luncheon Gift" is from "individual members" and is presented to the President during the Luncheon. Do not confuse the Luncheon Gift with the Convention (monetary) Love Gift from the Auxiliaries which is presented to President Georgette on Saturday at the conclusion of her Convention.
 - See flyer regarding "Convention" Love gift in the May newsletter from Sr. Vice President, Shema Peppers.

- ▶ **BUDDY POPPY HATS: NEW PROCESS:** Please bring your hats to the hotel lobby on Friday between 8:00 & 9:00 am and give them to Peggy Schupska, Luncheon Chairman. Please attach, to your hat, a card with the following information: (1) your Name, (2) # of Buddy Poppies used (3) and the theme. Questions call Kathy Birch, Veterans & Family Support Chairman at 540-955-3311. Email: katbirch@comcast.net

- ▶ **TABLE CENTERPIECES:** District Presidents - please bring your table centerpiece to the Ramada hotel lobby between 8:00 & 9:00 am. on Friday morning. Give the arrangement to Peggy Schupska who will arrange to have them transported to the Fort Magruder hotel luncheon room.
 - **NEW:** This year the Luncheon Chairman is requesting a monetary donation from the Auxiliaries to help pay for extra prizes/gifts. Questions call: Peggy Schupska, Luncheon Chairman (757) 285-0350: email: hpschupska@cox.net

- **PRESENTATION OF DISTRICT AND AUXILIARY FLAGS:** The Advance Flag Registration Form is printed in the March, April & May newsletters from the Patriotic Instructor Fred Jennings. Questions: Fred Jennings, Patriotic Instructor - email: fredlyj@verison.com.

- **PATROTIC ART DISPLAYS:** Friday, June 17th, 8:00 am to 5:00 pm. **NOTICE:** Auxiliary Presidents and District Presidents - a table will be provided to display the Patriotic Art entries. You will be responsible for picking up the art and returning the Patriotic Art to the students.
 - Patriotic Art Entries will be on display **Friday**. Displays must be removed by **5:00 pm on Friday**. Questions call Chairman: Carol Vangi (757) 621-5519 or email: schch@va.vfwaux.com.

- **BUDDY POPPY DISPLAYS:** **Saturday**, June 18th 8:00 am to 3:00 pm. **NOTICE:** Displays must be removed by 3:00 **pm** on Saturday. Rules & entry deadline date for the Buddy Poppy Display Contest are printed in the March/April/May newsletters from Kathy. Judging will be held Saturday morning. Send your Entry Form to Kathy Birch, Chairman. Questions call Kathy at (540) 955-3311: Email: katbirch@comcast.net.

- **EARLY BIRD MEMBERSHIP PARADE:** Saturday, June 18th during the morning session of the Convention. The deadline date for submitting your Early Bird Dues Transmittals to the Dept. Treasurer, Debbie Martin is June 1, 2016.
 - **SPECIAL MEETING - 2016-2017** District Presidents on Friday at 5:30 pm with Cheri Sizemore, the 2016-2017 Membership Chairman. Questions call Cheri at (804) 328-2464. **Attendance Required**. Location: Ramada Restaurant, Alcove area.
 - The **2016-2017** District Presidents will participate in the membership parade.

- **PROGRAM FAIR:** Saturday, June 17th - 4:30 pm. Come meet the 2016-2017 Program Chairmen. Incoming Department President's member pins and shirt will be available to purchase during the Fair. All members are invited.

- **MOC FRIDAY NIGHT DANCE:** Cost of ticket is \$10.00. No admittance without a ticket. Bottles are permitted. No cash bar. Hotel will provide ice and mix.

- **RECEPTION/DANCE- DJ:** A reception will be held from 6-10 pm in lieu of a Banquet. Free Admission to all members attending the Convention.

- **ANNOUNCEMENTS/ROOM TEMPERATURES:** Announcements must be in writing, signed, and given to a PAGE who will deliver it to the Department Secretary. The meeting room's temperature is on the cool side. **Wear a sweater or jacket** during the meetings for your comfort.
- **HOSPITALITY ROOMS:** Room locations to be announced.

91st Annual Department Convention
VFW Auxiliary, Department of Virginia
 Ramada Williamsburg East, 500 Merrimac Trail, Williamsburg
June 2016

Convention Chairman – Patricia Jurgensen Registration Chairman – Irene Peters
 Convention Co-Chairman – Becky Mason Credentials Chairman – Darlene Mays-Tittman

Wednesday, June 15	EVENT/ACTIVITY SCHEDULE	LOCATION
5:00 pm - 7:00 pm	Registration/Credentials Tables (First day - note closing time)	<u>Ramada Main Lobby</u>
Thursday, June 16		
8:00 am - 9:00 am	Officers Floor Practice (required attendance by officers and floor team)	Potomac
8:00 am - 5:00 pm	<u>Registration/Credentials Tables</u>	<u>Outside Potomac Meeting Room</u>
9:00 am - 10:00 am		Potomac
	Auxiliary Council of Administration Meeting	
10:00 am - 1:30 pm	VFW Auxiliary Business Session (Convention Reports, Rules Committee, Standing Rules, Chairman Awards)	Potomac
2:30 pm - 4:00 pm	Auxiliary & VFW Joint Memorial Services	Potomac
4:30 pm - 5:00 pm	Special Meeting with 2015-2016 District Presidents by Credentials Chairman, Darlene Mays-Tittman. Voting Instructions. Attendance required.	Ramada Restaurant (alcove area)
6:00 pm - 10:30 pm	Joint Presentation of VFW and Auxiliary Awards	Potomac
Friday, June 17		
8:00 am - 11:00 am	<u>Registration/Credentials Tables</u> (last day – note final closing time below)	<u>Outside Potomac Meeting Room</u>
9:00 am - 11:00 am	Joint Opening Session	Potomac
11:30 am - 1:00 pm	Department President/Member's Luncheon (Buddy Poppy Hat contest)	Fort Magruder, New Market Hall
1:30 pm - 2:00 pm	Flag and Banner Presentation Practice (Register Flags/Banners with Patriotic Instructor, Fred Jennings.	Potomac
1:30 pm - 6:00 pm	Registration/Credentials Table (last day – not open on Saturday)	Outside Potomac Meeting Room
2:00 pm - 5:15 pm	Business Session (Presentation of Past Department Presidents, Presentation of District and Auxiliary Flags, Nominations of Officers).	Potomac
5:45 pm - 6:15 pm	Special Meeting with new 2016-17 District Presidents – Early Bird Parade <u>Instructions by Membership Chair, Cheri Sizemore - attendance required.</u>	<u>Ramada Restaurant (alcove area)</u>
5:45 pm - 7:15 pm	<u>MOCA Meeting</u>	<u>PENDING</u>
9:00 pm - 1:00 am	MOC Dance (No admittance without a ticket)	2 nd Floor
Saturday, June 18		
7:30 am - 8:30 am	Past Department Presidents/Commanders Breakfast	<u>PENDING</u>
9:00 am - 4:00 pm	Business Session (Early Bird Parade, Special Project March, Address by National Representative, Roll Call of Aux., Elections & Installation of Officers)	Potomac
4:30 pm – 5:15 pm	<u>Program Fair (Meet the 2016-2017 Program Chairmen). Incoming Dept. President's pins and shirts available to purchase.</u>	Ramada Restaurant (alcove area)
6:00 pm - 10:00 pm	Reception/Dance	Potomac
Sunday, June 19		
9:00 am - 9:30 am	<u>Joint Devotional Service</u>	PENDING
9:30 am - 10:00 am	2016-2017 Auxiliary Council of Administration Meeting	Potomac
10:00 am - 11:00 am	Special Meeting - 2016-17 District Presidents with Department President..	Potomac
SATURDAY RECEPTION - 6:00 pm – 10:00 pm FREE TO ALL MEMBERS ATTENDING THE CONVENTION.		
HOSPITALITY ROOMS: LOCATIONS PENDING		

► TENTATIVE SCHEDULE – LOCATION OF MEETING EVENTS SUBJECT TO CHANGE BEFORE CONVENTION.