

# DEC Meeting 1.16.2026

via Zoom 7 pm CST, 6 pm MT

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The Meeting was called to order at 7 pm CST by President Susie Learing  
Prayer-Chaplain AnnaMae Warnier

Pledge of Allegiance- 1<sup>st</sup> Vice Patrice Sorensen

Preamble- 2<sup>nd</sup> Vice Rose Kraft

Roll call by Secretary Amy: NEC Mary Jo Stier, President Susie Learing, 1<sup>st</sup> VP Patrice Sorensen, 2<sup>nd</sup> VP Rose Kraft, Chaplain AnnaMae Warnier, Historian Sharon Broghammer, Finance Chairman Susie Clyde, D1 President Kayla Kennedy, D2 President Deb MacDonald, D3 VP Marla Mosiman, D4 President Deanne Hoyle, D5 President Mary Jo Boner, D6 President Linda Holmes, D7 President Jill Lamer, D8 President Karen Richeliu, Dept Treasurer Christine Patnoe, Department Secretary Amy Howard, Finance Co-Chair Dawn Barber, PDP Carol Edwards, PDP Joyce Smith, PDP Patsy Madsen,

We have a quorum. This meeting will review the finance committee's recommendations from June 20th and August 2nd that have not yet reached the DEC. Susie L previously corrected and prepared both sets of minutes, which were approved with changes. Tonight's discussion ensures these items are addressed before Mid-Winter.

Madam President, I, Deanne Hoyle, make a motion that we dispense with the reading of those minutes since they were distributed prior to the meeting. Patrice seconded the motion. No further discussion.

It was discussed that the meeting minutes from 11.24.2025 DEC be rewritten and then resubmitted for approval at our next DEC meeting. The discussions stated the minutes were too direct and comments shouldn't be word for word. They should include the employment lawyer and the items that ALA National suggested at National Convention. Mary Jo Stier moved that we postpone accepting these minutes and have her bring them back to midwinter with a, with updated. as requested. Patrice seconded the motion. No further discussions. Amy will rewrite the minutes and they will be reread for approval at our next DEC meeting.

The Finance Committee makes a recommendation to the DEC: A District officer who lives outside of her district, that they are paid mileage and expenses from their home post. Discussions: relating to the Standing Rules, can the officers both get paid if the District

President isn't available? Yes, along with postage and long-distance phone calls. SR VI, #4. If the District President assigns another officer, can they get reimbursed? Yes. The finance committee will amend the recommendation to say "District President", to read as: A District President who lives outside of her district, that they are paid mileage and expenses from their home post. All in favor. Passed.

The Finance Committee recommends the hiring of Jennifer Young, Bookkeeping and Tax in Rapid City, to file our 990 yearly and do an outside audit every other year starting 2025-2026. Discussions were had regarding the specifics of the year and duties. It was withdrawn by Finance Committee Chair Susie Clyde to make corrections and review. This will be brought forward at the next DEC Meeting.

The Finance Committee stated they moved 7 checking accounts from First Premier or First Interstate to a statewide bank, BankWest in Mitchell. This has already been completed. Savings accounts are in the process of being moved to First Premier for a Money Market Business Savings account, starting at 1.5% APR minimum. As CDs are coming due, the Finance Committee is reviewing the best rates, etc. There is also a complete document with all financials listed for the SD ALA. Discussions were had on whether the Finance Committee should have brought this to the DEC prior to moving or changing anything with finances. Are we in compliance with the FDIC amounts? Rose made a motion that the DEC approve the banking transfers. Kayla seconds this motion. All in favor. Passed.

Mary Jo Stier's name was omitted from the Monetary Addendum Fiscal Policy Committee from the August 2nd DEC minutes. She is the co-chairman. It's an appointment, so consent of the DEC was needed to add her name to the documents. Consent was given by the DEC. Amy will update the meeting minutes to include Mary Jo Stier.

President Susie has appointed Anna May to the position of a liaison for the Mid-Winter Conference as Patsy wasn't going to be there, and now she is. There is now only one topic that we need from the PDPs. The \$700 that was previously transferred in May of 2025 from the PPP account to the legion was to be used for postage. This was done incorrectly, and how can we move forward to correct this? There were further discussions about whether there could be an official meeting after the dinner or when this could be discussed further. Suggestions were made to have Chairman Patsy send out a letter to all PDPs to let them know during Mid-Winter that the PDPs would have a meeting and what would be discussed, and to include what/how things have been done in the past. It was also asked that the PDP put together a history of the PPP to be written down.

Housekeeping: We had a recommendation to change an account title in QuickBooks from national president's expense to national visitor expense. This is an FYI to the DEC.

A committee is needed for the six-month reviews of the department treasurer (due December 20) and secretary (due February 26), per standing rule X1X. The committee will be used for both employees' annual and six-month reviews. Motion by Kayla to use one committee for both roles and review cycles was seconded by Patrice and passed unanimously. Rose Kraft nominated Jill Lamer; Patrice nominated Linda Holmes. AnnaMae moved to close nominations and made a motion to appoint Jill Lamer and Linda Holmes to the committee, seconded by Kayla Kennedy. Both motions carried. The President will serve as Chair. It is recommended to formalize this procedure for future post-DEC, post-convention meetings.

Madam President, Mary Jo Stier, NEC was tasked to reach out to National Parliamentarian Chris Dickey regarding some concerns we had with the secretary language. Her recommendation was to contact an employment lawyer. She is not a lawyer, and she could not give us any recommendations on the questions that we had at hand. She didn't charge us for anything.

The Employee Handbook Committee met and discussed the employment lawyer last week. They would like to recommend that there be a group of two or three people who contact an employee lawyer. Jill Lamer and Kate Aulner have agreed that they would be on that committee. They would meet with a lawyer or two and maybe have something to bring to Mid-Winter. There were discussions as to what the proposals would cost, whether there is a spending limit, and what is the clarifications they are going to ask. Rose made a motion to have Jill and Kate research the cost of an employment lawyer, bringing at least 2 bids to DEC via an email to our Department Secretary for approval. After input of the DEC, we would get information for all involved for the employee and employer (SDALA) to Mid-Winter. Sharon Broghammer seconded the motion. There was further discussion. Rose withdrew the motion as there is already a committee. Carol Edward made a motion to have the Employee Handbook Committee come up with an action plan and present it to the Finance Committee at Mid-Winter. Patrice seconded the motion. Passed.

Rose Kraft brought to the finance committee that she is requesting \$500 to use for several awards for unit memberships throughout the year. The finance committee approved it and has recommended it to the DEC. No further discussion. All in favor, motion passed.

A motion had been previously made to set up a committee to research mailing expenses. It was mentioned that the CBL committee may be working on an amendment to put a line

item on the obligation chart for units to help cover postage expenses. This was not on the original agenda and was asked to be moved to the Finance and DEC committees at Mid-Winter.

Amy will be out of the office; headquarters will be closed January 20-24<sup>th</sup>, 2026. She will transfer the office phone to Susie L this evening and will continue use of out of office memo on the email.

Amy will research other possibilities for printing companies. This is the second department mailing we have had issues with. The December mailing was sent to the printing company on December 12th and finally received January 12th. The August mailing was also not received until the end of September. It was stressed to make sure that the Legionette and the Dept Mailing would be a volume discount when getting estimates.

Amy asked for a list of all Chairman duties. Patrice stated she is working on this. Rose also stated that the Employee Handbook Committee is working on this currently. There was talk that in the past there were boxes, etc., passed from chairman to chairman but it is the ultimate goal to have it documented, so we know as a whole, we're following up with what we need to be doing and when we're doing it, so nothing's missed.

Amy is still trying to get her Printer/Scanner working. She has been approved to hire someone to get this resolved.

Having no further business to come before this committee, Kayla Kennedy made a motion to adjourn. Patrice seconded the motion. The meeting was adjourned at 839pm CST.

Respectfully Submitted,  
Amy Howard  
SD Department Secretary