

**Subject:** 112116 Official Communication - NEW Moose Exper; NEW Red Stole Design;Higher Degree Call Cards;Fundraising Dispen;Forms & Donations;Catalog

## Official Communication for November 21, 2016 – Chapters Only

### WOTM Official Communication *Grand Chancellor's Message* November 2016

**New Moose Experience:** Director General Scott Hart recently released information explaining the launch of the New Moose Experience. Our staff, me included, is excited about this new program and believe it will be a valued addition to supporting our mission of caring for people and supporting our communities. It is designed to be an additional revenue stream for Mooseheart that appeals to the needs and desires of Millennial and their families. Co-working, flexible childcare and best-in-class food and beverage are our primary objectives. Please familiarize yourself with this program and promote it with enthusiasm. The leadership at Moose International will continue to keep you informed of our progress via the website and conferences.

**New Red Stole Design:** Our office has received several inquiries concerning the most recent design and craftsmanship of the College of Regent's red stole, and we understand the topic is becoming a buzz on social media. While the new red stole may look different from those distributed in years past, first, let me assure you that the stoles are made by the very same manufacturer that has made all stoles since we began making our College of Regents regalia decades ago. The stoles are made exactly the same way and made with the same quality workmanship; the only difference is the material.

Last year, the vendor notified us that the red brocade material was no longer available from any of their worldwide vendors. In order to continue with the brocade material, they would search for a fabric manufacturer to produce it but there were no guarantees. Furthermore, the vendor reminded us the cost of such would be much higher than the price of our current stoles.

The decision to change the stole to a red satin material had nothing to do with saving money on the part of Moose International and in fact, we made inquiries to several other vendors to see if we could locate the brocade stoles elsewhere but to no avail. We had to make a decision based on availability and in the best interest of our honored Collegians. The new satin stoles are very similar in design to the Grand Council and International Board stoles and made of the same quality material. This design change unifies the look of our regalia and helps ensure availability for future honored Collegians.

We recognize change is hard but we must continue to look towards the future of our fraternity. Those invested this year should be just as proud as those invested before them. They worked hard to promote

the Women of the Moose and the beautiful satin stole is a reminder of their dedication and commitment to our children and seniors.

A word of advice: iron. Press the red stole using low heat and long, evenly-pressured strokes. Creases from shipping may require a towel to protect the material and a slightly higher heat setting. Or, consider having the stole professionally pressed by a dry cleaner before presenting it to your honored Collegian. These steps help ensure an attractive presentation for the collegians to remember with pride and enjoyment.

**Higher Degree Call Cards:** Honors processing is complete! All call cards have been mailed to the respective recipients. Academy of Friendship Call Cards have been mailed to the Chapter. Please distribute to each matriculant so she can make plans to attend the Midyear or International Conference. Star Recorder and College of Regents Call Cards were mailed directly to the qualified matriculants.

Please celebrate these accomplishments and start planning now for travel and regalia expenses. Encourage the matriculant to submit a proposal to the Board of Officers if she desires financial assistance from the Chapter to be conferred with her degree. Planning now will help eliminate confusion later.

**Fundraising Dispensation:** When submitting a *Dispensation For Lodge/Chapter Fundraising Events Open To The Public* our office must receive copies of the Board of Officers and Chapter meeting minutes indicating approval of the project/event. As indicated on the dispensation form, if advertising the event, a copy of the intended notice shall be attached as well. Incomplete dispensations or lack of supporting documentation will delay processing. Lack of submission of required documentation will result in a denied dispensation. It is NOT in order for the event to be advertised without an approved dispensation. Please allow ample time for processing.

**Forms and Donations:** Please ensure all forms are completed in their entirety before remitting to our office. Incomplete forms will be returned via email. Please refer to the examples below for valuable information.

FORM 114

To be considered for the Award of Achievement the required minimum monthly donations shall be:

- Scholarship/Maintenance      \$20.00 or more
- Special Project                      \$30.00 or more

*Please refer to the General Laws under Section 54 Committees, paragraph d-2 on page 31 and Section 101 Chapter Award of Achievement on pages 71-72.*

If the chapter did not initially submit \$20.00 for Scholarship/Maintenance and \$30.00 for the Special Project and wishes to submit additional funds to meet the minimum donations for Award of Achievement consideration, please add the additional check number(s) and amounts to the original form(s). The form(s) and check(s) are to be mailed to the Moose International.

**Example:**

<b>Chapter check(s) for:</b>	
<b>Women of the Moose</b>	
<b>Scholarship and Maintenance Fund</b>	Check No. <u>1234 + 1268</u> Amt. \$ <u>15.00 + 5.00</u>
<b>Project assigned to Committee</b>	Check No. <u>1235 + 1269</u> Amt. \$ <u>20.00 + 10.00</u>
<b>Endowment Fund</b>	Check No. _____ Amt. \$ _____
<i>(collected and deposited since last report)</i>	

At the First Chapter Meeting of the Month (Committee Activity Night) the Chairman will read the speech from the applicable Chairmen’s pamphlet and present her donation checks to the Senior Regent. The Senior Regent shall complete the Form 114 which shall be read at the Second Chapter Meeting of the Month before being submitted to Women of the Moose Headquarters.

For example, a chapter holds meetings on the first and third Monday of the month. For November 2016 at the first meeting held Monday, November 7, the Chairman shall read her speech and present checks. This date of November 7 will be the “Date of Chapter Activity Night” listed on the Form 114. The form will then be read to the chapter at the Second Meeting of the Month which would be Monday, November 21. Once read the Form 114 and checks are mailed to Moose International.

**IMPORTANT: This information must be completed in credit**

WOMEN OF THE MOOSE  
EGS SOUTH INTERNATIONAL DE  
MOOSEHEAD, ILLINOIS 60009-1100

CHAPTER NUMBER: \_\_\_\_\_  
CHAPTER NAME: \_\_\_\_\_  
STATE/PROVINCE: \_\_\_\_\_

**FORM 114**  
2016 - 2017

Report of Higher Degrees – College of Regents Committee: Activity Night  
prepared by Chairman.

Read at Second meeting of the month. Give to Senior Regent after the meeting.  
Project assigned to Committee: **Mooseheart Music Department**

**After the Chapter Meeting in November 2016 - Send form and checks to:  
Women of the Moose Headquarters. DO NOT SEND IN BEFORE THIS DATE.**

Committee Name: \_\_\_\_\_ Higher Degrees – College of Regents

Chairman's Name: \_\_\_\_\_

Date of Chapter Activity Night: \_\_\_\_\_ 1st meeting of the month or date the activity  
meeting was conducted

Number of New members present  
at Chapter Activity Night: \_\_\_\_\_

Number of Candidates balloted upon/enrolled  
during the month: \_\_\_\_\_

Number of committee members present  
at Chapter Activity Night: \_\_\_\_\_

Please note that Form 114’s will not be accepted prior to the respective project month. (Form 166 is accepted all year.)

AUDIT REPORT

Please see the example below of how the Checking section of the Audit Report should be completed:

Checking	\$ Amount	\$ Total
Balance Beginning of Month		1000.00
Add Deposits / Interest	200.00	
Subtract Expenditures	100.00	
<b>Stmt Balance End of Month</b>		<b>1100.00</b>
Add Deposits in Transit	500.00	
Subtract Outstanding Checks	300.00	
<b>CheckBook/QBs Balance</b>		<b>1300.00</b>
Outstanding NSF Checks		
Bank Charges		

Checking Account Balance beginning of Month is	\$1000.00
<b>Add (+)</b> the Deposits/Interest that cleared the bank	+\$200.00
<b>Subtract (-)</b> the Expenditures that cleared the bank	<u>-\$100.00</u>
Stmt Balance End of Month is	\$1100.00
Stmt Balance End of Month is	\$1100.00
<b>Add (+)</b> the Deposits in Transit that did not clear the bank	+\$500.00
<b>Subtract (-)</b> the Outstanding Checks that did not clear the bank	<u>-\$300.00</u>
Check Book/QB Balance is	\$1300.00

*Please Note:* If there are **No** Deposits in Transit and/or Outstanding Checks, please make sure the Checkbook/QB Balance does have a dollar figure present. Using the above example if there were No Deposits in Transit and No Outstanding Checks the Check Book/QB Balance would be the same as the Stmt Balance End of Month of \$1100.00

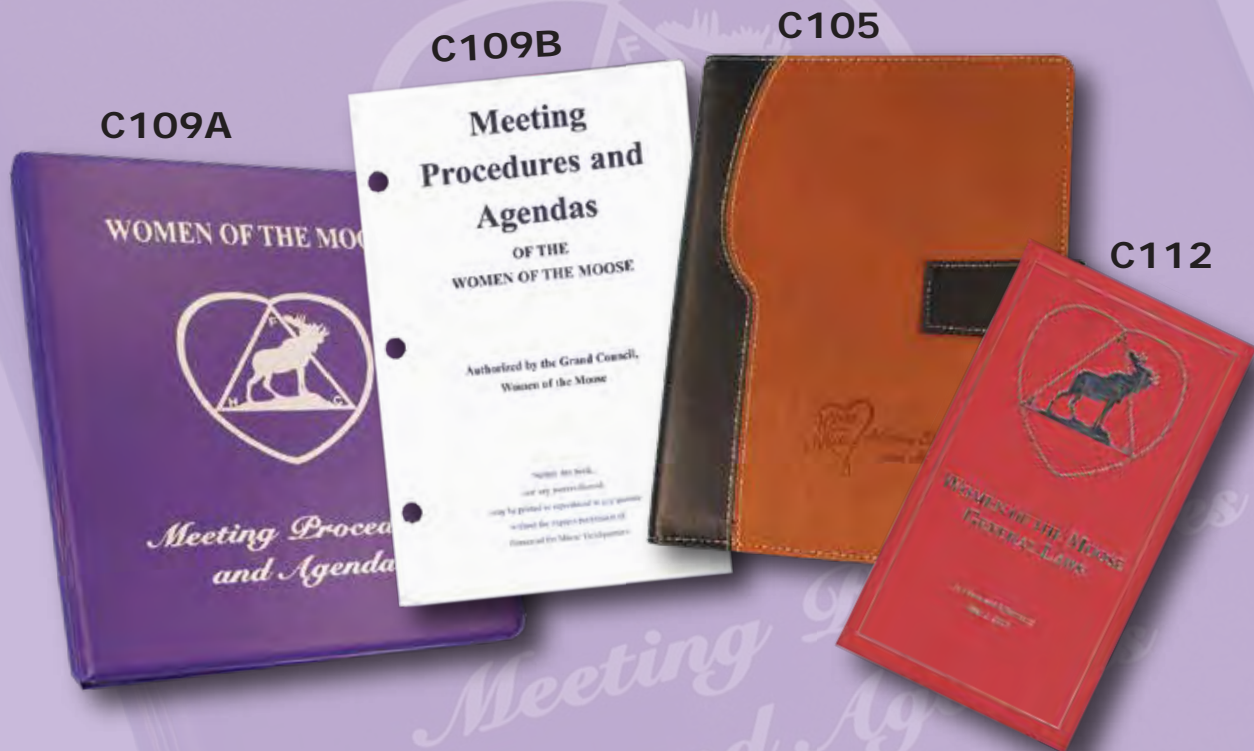
**Happy Thanksgiving!** As many of us gather around tables abundant with food in warm homes filled with love, let us be mindful of those less fortunate. Count your blessings no matter how big or small; I believe there is always something to be thankful for. I am thankful for each of you and your dedication to our beloved fraternity. Your belief in our mission and continued membership and support of our programs ensures the children and senior members within our care also have the opportunity to enjoy a hearty holiday meal in a loving and secure environment. I am grateful for our extended Moose family and wish each of you a harvest of happiness this holiday season.

*Not what we say about our blessings, but how we use them, is the true measure of our Thanksgiving.*

~W.T. Purkiser

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# Women of the Moose Meeting Procedures and Agendas



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