

Subject: 170510 Official Communication -Procedure for Alternates at Intl Conv; MC March of Checks; Moose Valued Vet of the Yr Info; 2017-2018 NEW Officer Entry; Catalog Sales

Official Communication for May 10, 2017

Procedure for Alternates at International Convention

The annual Moose International Convention is an opportunity to gain knowledge, inspiration, know-how, and new ideas. For these reasons, every Lodge is required to send its Governor and Administrator, who are the Lodge's official representatives. However, any active Lodge member selected by the Lodge may serve as an alternate representative in the event the Governor or Administrator is unable to attend.

The procedure to have an alternate is as follows: when an alternate has been voted on in a general membership meeting, he shall bring with him a statement on lodge letterhead to present at the registration desk at convention. The letter shall state that John Jones, MID # _____ was selected at a general membership meeting on (Date) 00/00/0000 to be the alternate for the Administrator or Governor at the Moose International Convention.

This letter is to be signed by both the Governor and Administrator, with the lodge seal applied (if available).

Moose Charities March Of Checks At The Tampa International Convention

We thank you - each member, Fraternal Unit, District, Council of Higher Degrees and Association for your donations to Mooseheart and Moosehaven.

As you make your plans and prepare for the Tampa International Convention, please remember that there will be a 'March of Checks' at the Sunday morning Joint Session.

All donations need to be brought to the Moose Charities booth no later than 4:00 p.m. on Saturday, July 1. This will enable us to announce the total of all donations received at this convention.

Donors of \$500.00 or more will receive a 'receipt' that permits the donors to take part in the March of Checks and be recognized on stage.

The Moose "Valued Veteran Of The Year" Honor – Information & Forms Attached (Also Available on the Moose International Website).

We are very excited to roll out the next aspect of our new Moose Valued Veterans program, the "Valued Veteran Of The Year" honor (V.V.O.Y.). This special honor is to be bestowed upon just one exceptional Valued Veteran in each lodge and its affiliated Chapter, each fiscal year. Criteria will focus heavily on how much effort this Valued Veteran has put into both local and fraternity-wide Moose community service initiatives. The "Valued Veteran Of The Year" should

be the ultimate example of a Moose member who has continued their service to humanity *beyond* their military efforts, by serving the community through the Moose – hence the program’s motto, “*Moose Members Serving Then... and NOW!*”

Key V.V.O.Y. Points:

- **Any active member in good standing** of a lodge, and/or its affiliated chapter, can submit nominations to the presenting lodge who will facilitate the vote;
- Members should consider a Valued Veterans’ **efforts made in the prior fiscal year;**
- **Nominations should begin May 1st** and should be **completed no later than 7/31/17,** when a designated official of the lodge will prepare a ballot and initiate a vote among members of a special Voting Committee (*comprised of lodge and chapter Officers and community service committees*);
- The **vote should occur no later 8/31/17;**
- **Results will be due to Moose International by 9/1/17** (instructions for that process will follow soon);
- **Moose International will send special V.V.O.Y. certificates** to each submitting lodge to be presented to their lodge/chapter’s *Valued Veteran Of The Year* at their November 2017 Fall Recognition ceremony.

These instructions, and other important information about this process, can be found within the three attached documents:

1. The V.V.O.Y. **Overview;**
2. The V.V.O.Y. **Nomination Form** (and instructions);
3. The V.V.O.Y. **Ballot Preparation & Voting Instructions.**

Thank you, in advance, for doing your part to extend this special recognition to one very special Valued Veteran. Your extra efforts will not only bring recognition to your deserving *Valued Veteran of The Year*, but will also serve as a reminder to *everyone* involved of our fraternal commitment to community service.

New Officer Entry Open for the 2017-2018 Year

Officers for the 2017-2018 year can now be entered via Moose Admin. Please make sure when entering your officers you indicate the start date as May 1, 2017. If you have any questions, please contact Member Services at 630.906.3658.

Summer is coming.....

What’s a great summer activity? Baggo Tournaments!! Catalog Sales has the perfect boards for you. Moose Baggo Boards include 2 boards, 8 bags, and even a wall mountable bracket. The boards fold and clip together to become a carrying case, which can be hung on a wall to save space. Pay only \$130 + \$22.75 (shipping) per set. Get enough boards to have a tournament or just a few to raffle for a fundraiser. Call Catalog Sales today to place your order for item # 348 Moose Baggo Set 630.966.2250.



“VALUED VETERAN OF THE YEAR”



2016-17 V.V.O.Y. BALLOT PREPARATION & VOTING INSTRUCTIONS

(Conduct Vote No Later Than 8/31/17. Honoree To Be Recognized In Nov, 2017)

COLLECTING NOMINATIONS FROM MEMBERSHIP:

> The Heart of the Community Chairman (*or other designated lodge Official*) should collect all nominations from the membership **no later than 7/31/17.**

BALLOT PREPARATION INSTRUCTIONS:

> Write each of the nominees' names and their Moose ID numbers **on a single ballot form.**

> Make enough **copies of the completed ballot** and **each nomination form** for **each member of the Voting Committee.**

VOTING COMMITTEE INSTRUCTIONS:

> The **Voting Committee** is to be comprised of *any combination of the Lodge & Chapter's Officers and/or their LOOM Heart of the Community and WOTM Community Service committees.*

> Voters should consider each veteran's efforts *in the past fiscal year, May 1' 2016 – April 30' 2017.*

> Each member should **vote for only one Valued Veteran** member. This member must be identified in their Membership Record as a Valued Veteran, and must be an active member in good standing.

> Voters should **select among all men and women's nominations.** The man *or* woman selected from the Lodge *or* its affiliated Chapter should be *the ultimate example of a Moose member serving others.*

> **Keep in mind:** Accolades in the military, while respected, are secondary *in this particular honor* to the nominees' efforts to serve the community in their civilian life *beyond* their military service.

> Even more weight should be put on effort that the nominees have done *in the name of the Moose,* which highlight to the community the Moose's commitment to serving others.

DEADLINE TO SUBMIT RESULTS TO MOOSE INTERNATIONAL: 9/1/17 (*Firm deadline, submit early)

HOW AND WHEN TO SUBMIT RESULTS TO MOOSE INTERNATIONAL:

*Specific instructions for how to submit your “Valued Veteran of the Year” to Moose International will soon be communicated fraternity-wide. We are working on an automated process for this, which will be in place prior to the stated deadline of 9/1/17.



“VALUED VETERAN OF THE YEAR”



2016-17 OFFICIAL BALLOT (**Winner to be Honored in November, 2017*)

Lodge Name _____ Lodge # _____ Affiliated Chapter # _____

VALUED VETERAN NAME

VETERAN MOOSE ID #

<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	_____	_____
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<input type="checkbox"/>	_____	_____
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<input type="checkbox"/>	_____	_____



“VALUED VETERAN OF THE YEAR”



2016-17 V.V.O.Y. NOMINATION FORM – (Due to the Lodge by 7/31/17)

The *Valued Veteran of the Year* Should Be The Ultimate Example of a Moose Member Serving Others.

“Moose Members Serving Then.... and NOW!”

V.V. NOMINEE: (First) _____ (Last) _____ (Surname) _____

V.V. NOMINEE’s MOOSE MEMBER ID#: (*REQ'D) _____ MEMBER OF: (LOOM / WOTM)

PRESENTING LODGE NAME _____ FRU # _____ FRU St/Prov. _____

** The nominee must be an active member in good standing and identified as a ‘Valued Veteran.’*

** Civilian community service efforts through the Moose are weighted more heavily than military accolades.*

COMMUNITY SERVICE EFFORTS

Moose “HEART OF THE COMMUNITY” INITIATIVES THIS VALUED VETERAN SERVED. PLEASE SPECIFY:

1. Moose Heart of the Community “CORE/PRIMARY” INITIATIVES served by Veteran (*Mooseheart/Moosehaven, Tommy Moose, Youth Awareness External Veteran’s Programs, Safe Surfin’, Special Olympics*).

2. Heart of the Community “COMPANION/SECONDARY” INITIATIVES served by Veteran (*Make-A-Wish-Big Brothers/Sisters, Emerg.Services, DARE/Red Ribbon, Salvation Army, Scouts, Youth Sports*)

3. LOCAL EFFORTS in the community served by Veteran, *on behalf of the Moose*

4. LOCAL EFFORTS in the community served by the Veteran, *done outside of the Moose.*

SERVING OTHERS - SPECIAL CONSIDERATIONS

THIS HONOR IS ABOUT SERVING OTHERS BEYOND THE MILITARY, PARTICULARLY THROUGH THE MOOSE FRATERNITY. DESCRIBE WHY YOU FEEL THIS VALUED VETERAN STANDS OUT 'ABOVE AND BEYOND' THE REST?

MILITARY CAREER

CAMPAIGNS, ERAS, TOURS, HONORS/ACHIEVEMENTS & AWARDS

BRANCH SERVED: _____

DATES SERVED: (Enlisted) _____ / _____ / _____ (Discharged) _____ / _____ / _____

ERA(S) / TOUR(S) SERVED: _____

MILITARY HONORS & AWARDS: (*Not as heavily weighted as civilian community service efforts).

For The Lodge HOC Chairman: Collect all nomination forms **by 7/31/17**. Copy each & attached to a single ballot sheet containing all LOOM & WOTM nominees' names. This packet should then be copied & distributed to each member of the lodge's Voting Committee. The vote should take place **no later than 8/31/17**.



“VALUED VETERAN OF THE YEAR”



OVERVIEW FOR THE 2016-17 V.V.O.Y. HONOR

The objective of the “Valued Veteran of the Year” award is to bring special honor and recognition to one extraordinary Valued Veteran from a Lodge and/or its affiliated Chapter. The selected Valued Veteran should be the ultimate example of a Moose member serving others. All nominees must have been identified as a Valued Veteran in their membership record and be a member in good standing with the Lodge or Chapter.

While veterans’ accomplishments in the military are respected and revered, in *this particular* honor they play a secondary role to the accomplishments of the nominees’ efforts in their communities, beyond their military service –and those conducted through the Moose. Therefore, special consideration should be given for efforts made in veterans’ civilian lives during the prior fiscal year, from May 1, 2016 – April 30, 2017.

***IMPORTANT NOTES:** Only one “Valued Veteran” among all male and female veterans in a Lodge and its affiliated Chapter shall receive this special honor each fiscal year – not one from *each* fraternal unit. Any active member in good standing can submit a nomination for any Valued Veteran member that belongs to the same Lodge *or* its affiliated Chapter. (i. e. LOOM members can nominate WOTM members and vice versa).

OVERVIEW OF THE V.V.O.Y. PROCESS

1. Make nomination forms available to the Lodge & Chapter membership no later than May 1, 2017;
2. Instruct members to evaluate nominees based on their overall community service efforts conducted through the Moose between May 1, 2016 – April 30, 2017;
3. The Lodge’s Heart of the Community Chairman (or other designated Official) collects all LOOM & WOTM nomination forms no later than 7/31/17;
4. The Lodge/Chapter V.V.O.Y. Voting Committee should be formed and a date should be set for the vote to occur. The committee should be comprised of any combination of Lodge Officers, LOOM Heart of the Community Committee, and WOTM Chapter Officers and Community Service Committee.
5. The V.V.O.Y. Voting Committee’s vote must occur no later than 8/31/17;
6. Submitting Results - The name and Moose ID # of the newly selected “Valued Veteran of the Year” must be submitted to Moose International no later than 9/1/17; (*Instructions to be released soon.)
7. Moose International will send V.V.O.Y. Certificates to Lodges in late October, 2017, to be presented at the semi-annual Fall Recognition Ceremonies in November, to occur on or near Veteran’s Day.

THE 2016-17 V.V.O.Y. AWARDS CEREMONY

1. The 2017 November Valued Veterans Fall Awards Ceremony – This event, one of two semi-annual Recognition Ceremonies, should occur on or near Veterans Day, 2017. The “Valued Veteran of the Year” will be presented with a special certificate, and all new Valued Veterans identified between 3/1/17 – 9/30/17 will receive their V.V. lapel pin and Certificate of Appreciation. This ceremony can be counted towards one of the lodge’s Member Retention events if held between November 5-11, 2017.

QUESTIONS? Call/Email Member Services at (630) 906-3658 / helpdesk@mooseintl.org.

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