

# REPORT OF ASSOCIATION SECRETARY

Cheryl D Volden

California Nevada Moose Association (CNMA) Secretary

September 2024



# Accomplishments

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- For the first time since I have been Association Secretary
  - August 2024, there were NO accounts receivable (AR)
  - After August 2024 billing through September 10 our AR is \$3,428
  - 32 Units have not paid
  - The final date for payment to remain current is September 14<sup>th</sup>
  - 5 Star Discounts were applied on August 1st

# Accomplishments (cont'd)

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- Cancellation Guidance created
- Committee Guidance updated
- Online forms & documents added or updated
- Two Seminars (North & South)
  - District Presidents and Secretaries are encouraged to attend
  - Committee Chairs and committee members are encouraged to attend

# Accomplishments (cont'd)

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- Two Seminars – Flyers on the website
  - Buena Park Lodge 1945 – November 9th
  - Rancho Cordova Lodge 2357 – January 4th
- District Guidance updated
- Committee Guidance updated
- Association Job Descriptions updated

# Accomplishments (cont'd)

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- The Executive Committee wants to make things better & easier
  - No more credit/debit card fees charged to our members
    - Association Dues Payments
    - Convention/Conference Registration
    - Merchandise Sales

# Accomplishments (cont'd)

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- Subsidized meal prices even though costs are rising
- Expect that there will be some Increases for 2025 unless we can get support in fundraising efforts for the Association to cover these increases
- We appreciate your input

# Accomplishments (cont'd)

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- Plans for new guidance
  - Chair Job Descriptions
  - Committee Descriptions
  - District Officers Nomination, Election, and Installation Handbook

# Reminders

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- Quarterly Billing of Association Dues
  - November 15<sup>th</sup> – 1<sup>st</sup> Billing \$1 per member on Lodge rolls 4/30/24
  - February 15<sup>th</sup> – 2<sup>nd</sup> Billing \$1 per member on Lodge rolls 4/30/24
  - May 15<sup>th</sup> – 3<sup>rd</sup> Billing \$1 per member on Lodge rolls 4/30/25
  - August 15<sup>th</sup> – 4<sup>th</sup> Billing \$1 per member on Lodge rolls 4/30/25
    - 5 Star Credit is applied on August 1<sup>st</sup> (credit \$1 per member on Lodge rolls 4/30/24)



# Reminders (cont'd)

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- When paying your Association dues billing the “Pay Invoice” button is preferred
  - It saves time and is less expensive
  - A credit card or bank account can be used
    - Information is NOT saved by QuickBooks
- ***PLEASE HELP ME OUT AND PAY USING THIS PAYMENT METHOD!!***









**Your invoice is ready!**

Total \$493.00

BALANCE DUE  
**\$493.00**

The email message you write will go here

[Pay invoice](#)

Please pay using clickable link provided above

How can you help?



# General Laws 51.5 (Already posted)

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- Unless authorized by the Chief Compliance Officer, all Lodges shall be a member of the association duly organized and existing in the state, territory, or province in which each Lodge is located. To be in good standing with the association, each Lodge shall remain current in all financial obligations due to Moose International and the association or have entered into a satisfactory payment arrangement with Moose International or the association to satisfy the outstanding indebtedness.
  - The Association Compliance Review Committee has established criteria, and it is published in the CNMA Policy Manual, Policy 10.0
  - Consequences identified in Policy 11.0
  - Sanctions identified in Policy 12.0

# General Laws 51.5 (cont'd)

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- Each Lodge shall be represented at all association conventions, conferences, district meetings, workshops, training seminars and schools as required by the association, Moose International or the Moose International Board of Directors. Each association shall adopt a policy, approved by the Chief Compliance Officer, to enforce the intent of this section.
  - Published in the CNMA Policy Manual which is available on the Association website at [www.ca-nvmoose.org](http://www.ca-nvmoose.org) > Secretary > CNMA Policies/Guidance

# What is a delegate? (Already posted)

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- As provided in the CNMA Bylaws, Article VI Delegates, Section 1
  - Each good standing lodge in the Association shall be entitled to be represented in the meetings of the Association by two delegates who should be the President and Administrator or duly elected Alternate Representatives
  - Plus, one (1) additional delegate for each fifty (50) members on the rolls, or majority fraction thereof
  - No lodge shall be entitled to a representation exceeding twenty (20) delegates, nor cast more than twenty (20) votes
  - In addition to voting “delegates”, each lodge may have non-voting members in attendance
  - Delegates shall consist of Past Presidents/Past Governors and Past Regents (who earned their title prior to May 1, 2021) who are in good standing with their lodge

# What is a delegate? (cont'd)

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- As provided in the CNMA Bylaws, Article VI Delegates, Section 2
  - Each delegate elected to represent their lodge at a meeting of the Association **shall** have their name submitted to the Association Secretary two (2) weeks prior to convention. **This certificate must be signed by the President and attested to by the Administrator under the seal of the lodge.** Each delegate present for a vote of the Association shall be entitled to one vote, providing the total number of votes does not exceed the number entitled the lodge, based upon the dues which have been assessed by the Association, and subject to the limitations contained in Section 1 of this Article.
  - A delegate may only vote for the Lodge with which they are registered.

# What is a delegate? (cont'd)

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- Section 3 - All Past Presidents of the Association, and all members of the Board of Officers of the Association who are members of lodges in good standing within the Association, shall be entitled to all the rights and privileges of a delegate, and shall not be counted as part of the lodge entitlement referred to in Section 1 and 2 of this article
- Section 4 - Any Duly Authorized Representative from Moose International appointed to serve the Association shall be entitled to all the rights and privileges of a delegate, provided they hold membership in a Lodge in active status in the Association, and shall not be counted as part of the lodge entitlement referred to in Section 1 and 2 of this article

# What is a delegate? (cont'd)

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- It is important that you identify **Alternates** using the proper process
  - CNMA website > Secretary > Alternate Delegate Guidance
  - The Guidance includes a Sample Delegate Letter
    - Must be sealed with Lodge Seal
    - Should be uploaded with online convention registration which is the preferred method
  - Must be provided **2 Weeks** prior to the Convention or Conference



# What is a delegate? (cont'd)

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- Most Associations require lodges to submit a list of their delegates – we only ask for Alternates!
- Must be provided **2 Weeks** before the Convention or Conference
- No more delegate letters accepted on site!
- Since we do not vote at a Mid-Year Conference alternate delegate letters are NOT required.

# What is the difference??

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- A convention is where delegates are assigned to vote on Association Business
- Our Annual Convention is in September here in Reno, NV
- A conference is where we are supposed to educate our members and have FUN!
- Our Mid-Year Conference is in March in Costa Mesa CA

# In Closing.....

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Association Address & Contact Information & Pretty much everything is on the Secretary Page of the website

Please assist Registration Chair Debi Price and review your Lodge Information and provide us with updates so we can create and publish a new Lodge Roster

This concludes the Report of the Association Secretary