



**2025 Annual ALA Department Convention**

Hyatt Regency/KI Center  
 333 Main Street, Green Bay, WI 54301  
 July 17-20, 2025

**DELEGATES TO CONVENTION**

**Constitution, Article VII: Department Convention**

**Section 1.** The Legislative body of the American Legion Auxiliary shall be the Department Convention to be held annually for the purpose of electing officers, receiving reports, and transacting such other business as shall properly come before it.

**Section 2.** The annual Convention shall be composed of delegates and alternates from each Unit. Each Unit shall be entitled to two delegates and two alternates for the Unit itself, and an additional delegate and alternate for each fifty members or major fraction thereof which it shall have in excess of fifty members, whose District dues have been paid, and whose State and National dues have been received by the Department Executive Secretary-Treasurer at least thirty days prior to the date of the Convention. No Unit shall be entitled to be represented unless it has at least ten members whose District, Department and National dues for the current year have been paid.

**Section 3.** Delegates shall cast their own votes; the votes to be collected (in case of ballot), counted and announced without reference to district, as set forth in the latest edition of ROBERTS RULES OF ORDER NEWLY REVISED.

1. An alternate shall have all privileges of the delegate when delegate is not present.
2. A quorum shall exist at a Department Convention when there are present seven or more districts, wholly or partially represented.
3. All Past Department Presidents shall be made delegates-at-large to the annual convention and entitled to vote.
4. The Executive Secretary-Treasurer, Parliamentarian, Sergeant-at-Arms and Assistant Sergeant-at-Arms shall be delegates-at-large to the Department Convention and entitled to vote.
5. Members of the Department Executive Board, as defined by the Constitution, Article V, Section 2, shall be seated as delegates-at-large with vote in the Convention.
6. The Convention Credentials Committee shall be the final judge of qualification of delegates.
7. Proxies shall not be permitted.

**Standing Rules: Department and National Conventions, Executive Board Meetings and National Meetings**

13. The delegates and alternates to department convention shall be chosen by a plurality vote of the members of the unit who are present at a meeting called for that purpose. If at any time of the department convention, a duly elected delegate and alternate shall be unable to attend, the Unit President shall have the power to appoint a substitute delegate and alternate.
14. A list of the elected delegates and alternates from each unit must be filed with the Department Executive Secretary-Treasurer at least fourteen days before the opening of the department convention except in case of appointment by Unit President as provided in Section 13, and of Units organized within fourteen days preceding the convention. Otherwise no representation shall be allowed.

10 thru 75 .....	2 delegates and 2 alternates
76 thru 125 .....	3 delegates and 3 alternates
126 thru 175 .....	4 delegates and 4 alternates
176 thru 225 .....	5 delegates and 5 alternates
226 thru 275 .....	6 delegates and 6 alternates
276 thru 325 .....	7 delegates and 7 alternates
326 thru 375 .....	8 delegates and 8 alternates
376 thru 425 .....	9 delegates and 9 alternates
426 thru 475 .....	10 delegates and 10 alternates