

COPY AND DISTRIBUTE TO CO-WORKERS AT CHAPTER MEETING

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| State/Province | <u>Wisconsin</u> |
| Women of the Moose | |
| 2012 Annual Conference and Convocation | |
| Moose Association Name | <u>Wisconsin Moose Association</u> |
| Dates To/From | <u>August 23 - 26, 2012</u> |
| City | <u>Manitowoc</u> |

Hostess Chapter & No.: Janesville 477

General Chairman (JGR): Melinda Boardman
 Street Address 1015 Erie Dr.
 City/State/Province/Zip Janesville, WI 53545

Registration Chairman (REC): Lana LaVelle
 Street Address 5947 N. Consolidated School Rd.
 City/State/Province/Zip Janesville, WI 53545

Officer in Charge: Diana Reed
 Street Address 14151 Surf Court
 City/State/Province/Zip South Beloit, IL 61080
 Telephone # (608) 302-5324
 E-Mail Address dmuthreed@yahoo.com

Official Visitor:
 Title Sandra Richards
 Street Address Past Grand Regent
 City/State/Province/Zip 923 62nd Ave
 E-Mail Address Meridian, MS 39307
skerichard@comcast.net

Headquarters Hotel: Holiday Inn Manitowoc
 Street Address 4601 Calumet Avenue
 City/State/Province/Zip Manitowoc, WI 54220
 Telephone # (920) 682-6000
 Fax # (920) 682-6140

Important Information

- Top Honor Chapters are selected from records at Women of the Moose Headquarters from May 1 thru April 30.
- Top Sponsors are those who have sponsored five (5) or more candidates between May 1 and April 30 and are selected from records at Moose International.
- **Convocation is open to all registered members (including Loyal Order of Moose) in good standing.**
- Photos may be taken during any Session, providing they do not interfere or disrupt the meeting.
- Audio and video recordings shall **NOT** be made by any Chapter or co-worker during the conference.
- Fund Raising Projects shall **NOT** be conducted during the conference **unless authorized by the Grand Chancellor.**

Registration Information

Co-workers – Current Membership Card and \$10.00 reg. fee.
Green Cap Candidates – Current Membership Card, Green Cap Call Card and \$25.00 Fee. (Which is \$15.00 matriculant fee and \$10.00 registration fee)

W.O.T.M. Registration and Sessions will be held at Holiday Inn Manitowoc, unless otherwise indicated.

Registration Hours

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|---------------------------------|-------------------------------------|
| Thursday, (If necessary) | <u>August 23, 2012</u> |
| | <u>4:00</u> p.m. – <u>8:00</u> p.m. |
| Friday, | <u>August 24, 2012</u> |
| | <u>8:00</u> a.m. – <u>4:00</u> p.m. |
| Saturday, | <u>August 25, 2012</u> |
| | <u>8:00</u> a.m. – <u>4:00</u> p.m. |
| Sunday, | <u>August 26, 2012</u> |
| | <u>8:00</u> a.m. |

*****Direct all questions regarding this program to the Officer in Charge*****

Listed below are the marches that will take place at the Annual Conference. All checks shall be made payable to Moose Charities and earmarked as shown below. (Exception: Donations to non-Moose organizations. Checks shall be made payable to the organization receiving the donation.)

- Friday Afternoon Session (date) August 24, 2012
- Earmarked for "Mooseheart Music Department"
- Saturday Morning Session (date) August 25, 2012
- Earmarked for "Association Special Projects Fund"
 - If applicable – check payable to non-Moose organizations
- Convocation on Sunday (date) August 26, 2012
- Earmarked for "Moosehaven Beauty Shop"

Friday, August 24, 2012

10:00 a.m. to 12:00 **Opening Session**

- Deputy Grand Regent (OIC), presiding
- Invocation
Chaplain, Kayla Rosenow
- Pledge of Allegiance
Junior Regent, Gwen Ferguson (pro-tem)
- Address of Welcome
Jr. Graduate Regent, Melinda Boardman
- Response
Senior Regent, Carol Sadek
- Introductions
- Addresses of 5th, 4th, 3rd Top Honor Chapter JGR
- Remarks – Official Visitor
- Announcements by General Chairman
- Roll Call of Chapters
- Door Prizes

12:00 to 1:30 **Lunch**

1:30 p.m. to 3:30 p.m. **General Session**

- Deputy Grand Regent (OIC), presiding
- Addresses of 2nd, 1st Top Honor Chapter JGR
- Address of Current International Officer (if applicable)

**MARCH OF CHECKS FOR
MOOSEHART MUSIC DEPARTMENT**

- Contributions presented by Chapter Representative
Accepted by Deputy Grand Regent (OIC)
- Presentation and Remarks – Official Visitor
- Announcements by General Chairman
- Roll Call of Chapters
- Door Prizes

ADDITIONAL MEETINGS - IF APPLICABLE:

Day, Date: N/A

_____ to _____ **Joint Session**

Day, Date: August 24, 2012 (meeting luncheon)

12:00 to 1:30 **Higher Degree Event**

**Convocation Staff Rehearsal
State/Provincial Conferral Coordinator shall
announce day, time and place.**

Saturday, August 25, 2012

9:30 a.m. to 11:30 **General Session**

- Deputy Grand Regent (OIC), presiding
- Addresses of Chairmen/Coordinators/Representatives
- Presentation and Remarks – Official Visitor
- Recognition of ~~2008-2009~~ Top Sponsors
- Association Special Projects Fund March
- Announcements by General Chairman
- Roll Call of Chapters
- Door Prizes

11:30 to 1:30 **Lunch**

1:30 p.m. to 3:30 p.m. **General Session**

- Deputy Grand Regent (OIC), presiding
- Presentation and Remarks- Official Visitor
- Endowment Fund March
- Announcements by General Chairman
- Roll Call of Chapters
- Door Prizes

6:00 p.m. **Convention Banquet**

Sunday, August 26, 2012

9:00 a.m. **Convocation**

- Deputy Grand Regent (OIC), presiding
(The Convocation Conferral Staff will participate in the ceremony.)
- Speech

**MARCH OF CHECKS FOR
MOOSEHAVEN BEAUTY SHOP**

- Contributions presented by College of Regents Chairmen
Accepted by Deputy Grand Regent (OIC)
- Address prepared by WOTM Headquarters
- Green Cap Conferral
- Roll Call of Chapters
- Introduction of Current/Past State/Regional/Provincial and
International Officers
- Farewell from Official Visitor
- Annual Conference and Convocation Report by General
Chairman/ Announcements
- Changing of Tassel – Outgoing Deputy Grand Regent
- Investiture of Incoming Deputy Grand Regent (if applicable)
- Address of new Deputy Grand Regent (if applicable)
- Adjournment

Submit By E-Mail