



April 2009

Coming to the end of the chapter year....

Are your ducks in a row?



- ✓ 2008-2009 Officers (elected & appointed) and chairmen information entered in the Admin. section the Moose International Website?
- ✓ 166 and 114 forms been sent to WOTM Headquarters?
- ✓ Scholarship and Maintenance Fund donation for each Committee sent to WOTM Headquarters?
- ✓ Special Project donation for each Committee sent to WOTM Headquarters?
- ✓ Nomination form for International Co-worker been submitted?
- ✓ Nomination form for Novice Co-worker been submitted?
- ✓ Quarterly Community Service report been submitted?
- ✓ Financial reports transmitted by the 10th of each month?
- ✓ New and re-enrolled applications transmitted and "enrolled" prior to deadline?
- ✓ Outstanding amounts owed to any Moose International Departments?
- ✓ IRS forms completed and filed?



2009-2010 chapter year:

On May 2nd - Officers (elected and appointed) and chairmen may be added in the Admin. section of Moose International Website!

International Co-worker of the Year:

Each Chapter must submit a Nominee for International Co-worker of the Year. Both portions of the completed form must be sent to the Fraternal Programs Department in the envelope provided. The form must be postmarked on or before **July 1st**. Each nominee will be announced during the 2009 Annual Conference. The State/Region/Provincial winner will be announced at the 2010 Midyear Conference. All nominees submitted by the deadline will receive an International Co-worker certificate. Nomination forms are being mailed the week of April 6, 2009. Questions regarding forms - contact Nancy at 630-966-2224.



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Novice Co-worker of the Year:

Each Chapter shall submit a Novice Co-worker of the Year nomination form. Both portions of the completed form must be sent to the Fraternal Programs Department in the envelope provided. The form must be postmarked on or before **July 1st**. Each Novice Co-worker nominee will be announced during the 2009 Annual Conference. The State/Region/Provincial winner will be announced at the 2010 Midyear Conference. All nominees submitted by the deadline will receive a Novice Co-worker certificate. To be eligible - a multi-member can only have three years or less as a member of the Women of the Moose - the time frame is not associated with the individual chapter. The Novice Co-Worker nomination form will be mailed with the International Co-worker nomination form the week of April 6, 2009. Questions regarding forms - contact Nancy at 630-966-2224.

Women of the Moose Training 2009-2010:

Deputy Regional Managers are currently scheduling the new and improved six (6) hour Women of the Moose Training Sessions (previously known as: Exec. Session and Recorder Audit Technical Training). The Sessions offer information and updates that is valuable for every Women of the Moose member! Attendance fee is \$10.00 per member. The Host Lodge/Chapter may charge a small fee for snacks and lunch. After June 1st, the approved schedule will be posted on the Women of the Moose webpage at:

www.mooseintl.org/portal/BranchPortals/wotm.asp.



Important Changes!



RTT - Recorder Technical Training Sessions:

Recorder Technical Training sessions have been replaced by the 2-HOTT sessions. This training requires two days and the chapter laptop/computer. This is a "Hands-On" class. The training schedule is posted on the Education and Training webpage at: www.mooseintl.org/portal/pdf/FratEd/2-HOTT_Schedule.pdf.



April 2009

Star Recorder Degree Requirement (change effective with the 2009-2010 Chapter year):

Attendance at a 2-HOTT session is a mandatory requirement to qualify for the Star Recorder degree.

Star Recorders holding the Office of Recorder:

Star Recorders (degree or current call card) serving consecutive terms as Recorder, who have attended a 2-HOTT in 2009, will not need to attend again until the 2011-2012 chapter year!

Contacting New Members:

All Recorders should contact new members immediately after the chapter has balloted favorably. The Recorder should offer congratulations to the new member, invite them to upcoming functions and send a special invitation to the next Welcome Reception! The Recorder can also let the new member know of the membership packet that they will be receiving from the Membership Department. Tell the new member the packet will include their Moose membership card, a DVD and other valuable information. Please do not let the Membership Department be the first to congratulate your new chapter member!

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Everyone today is under stress. Many of us must work two jobs just to make ends meet. Chapters and Lodges can help ease their members' stress by offering a clean and inviting environment, an opportunity to enjoy good food at a reasonable price, and fun and entertaining social activities. Give a "shout out" to all members who have not been to a chapter meeting or event lately. Let them know how important they are to our fraternity.

*Sometimes, it takes just one person to start the ball rolling.
Each one of us can make a difference.
Together we can make someone's life a little better! 😊*