



MOOSE Leader

Need-to-know information for officers and chairmen of Lodges/Chapters/Moose Legions Vol. 88, No. 1

Fraternity Implements Virtual Convention

The pandemic crisis has forced many organizations and businesses to conduct operations in an entirely different way, and the Moose Fraternity is no different. Besides canceling a number of Association meetings, Mooseheart and Moosehaven events, and International sporting events, Moose International also was also forced to cancel the in-person International Moose Convention scheduled for May in Milwaukee, Wisconsin.

As stated in the General Laws, the Fraternity is required to have an annual meeting; however, that meeting does not have to be attended live, as long as there is a representative quorum of delegates in "attendance." Therefore, the Moose will be having a "virtual" convention for the first time in the Fraternity's history. The virtual convention will occur on June 25-26, 2020 and any member with internet access has the ability to participate in the live and taped sessions that are set to occur.

Included in the live sessions will be the address of Director General Scott Hart, as well as the reports of Mooseheart and Moosehaven, and the installation of officers. Further, addresses by Supreme Governor Rodney Hammond, Grand Regent Mary Froning, Grand Chancellor Barbara McPherson, and Director of Membership Mike Rios are expected to be broadcast live. Additional live sessions may be added and other presentations will be recorded and stored on a special Moose Virtual Convention website for viewing at any time by Fraternity members.

Voting for the proposed changes to the Moose General Laws is still scheduled to take place during this meeting. Loyal Order of Moose



delegates will be required to register for this meeting in order to take advantage of this opportunity to vote. The General Laws proposals all revolve around the change to create a new and unified Moose membership where women and men have equal membership rights, privileges, opportunities, and a vote in lodge business and activities.

Scheduled to be on the Moose Virtual Convention webpage will be workshop presentations; convention and general Moose merchandise for sale; links to YouTube presentations; and access to the live events. The Moose Virtual Convention web page and information on the One Moose proposal can both be found at www.mooseintl.org beginning June 1. ■

Rules Governing Lodge Elections During COVID-19 Pandemic

By **MICHAEL LEUER**/General Governor

Previously, through MI Official Communications, the General Governor's office has communicated: 1) no elections are to proceed due to the pandemic, state governmental mandates and federal Centers for Disease Control gathering restrictions, and 2) all officers elected for or appointed during the 2019-2020 lodge year will have their term extended.

Here are some questions that we anticipate you might have, along with their answers.

Q: Who are the current lodge officers from May 1, 2020 until July 1, 2020?

A: All officers elected for or appointed during the 2019-2020 lodge year will remain in office until July 1, 2020, OR until their successor is duly elected (if later).

Q: Our lodge held all our nominating meetings prior to the lodge shutting down, we held our elections and just need to install our officers. Is that allowed?

A: No. You will still need to follow proper election process (Reminder: All elections held this year before June 1, 2020 will be declared invalid.)

Q: Can we just keep our same board and wait till next year to have an election?

A: NO. Every lodge is required by the Constitution and General Laws to hold an election of officers in April each year. (The timeline has shifted due to COVID-19 restrictions but must still take place)

Q: Can we just have a meeting when we re-open and vote?

A: NO. A written report listing the nominees by office must be presented to the lodge at a regular/general membership meeting. This

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Remember the March Of Checks At Virtual Convention

By **PAM AMUNDSEN**/Executive Director, Moose Charities

When we look back at the year 2020, we will remember how so many parts of our lives came to a halt and changed. It's a year that the world will not forget. Like many of you I've kept busy and stayed in touch thanks to technology. My parents and my grandchildren use FaceTime and Zoom a lot these days, not to mention good ole' phone calls.

Thankfully, we are a part of an organization that is built on community spirit, social activities and generosity. We are a strong organization that has weathered many storms over the past 132 years. We will weather this one too.

This year, we will find ourselves together only in spirit as we usher in the first Moose Virtual Convention. Technology will help us stay Moose Strong and our mission will continue.

As part of the Moose Charities mission, a March of Checks for 2020 will take place during the Virtual Convention. It includes a "CALL TO ACTION" for the children and seniors in our care. We need you now more than ever as you make plans to participate in the Virtual Convention.

To ensure that your donation is included in the total received for the Virtual Convention, make your donation online or by mail to Moose Charities no later than June 15 with special instructions marked, "March of Checks."

Also, please remember to include the fund or project where your March of Checks donation should be applied. This is an important step to ensure your donation is applied correctly.

We appreciate every donation each year from near and far. Together, we make a difference! ■

A New Chapter Year Begins

By **BARB McPHERSON**/Grand Chancellor

A new chapter year has begun, but this year is unfortunately like no other. To summarize some of the recent information from the Women of the Moose, please remember that all 2019-2020 chapter officers, appointed officers and chairmen will remain in place until June 30, 2020. The newly Elected Officers will assume their duties July 1 or as soon as possible thereafter.

In the event your chapter election has already been conducted, the installation of officers will be held in June if your Moose home is open. If not, the installation will be held as soon as the lodge is open. For those of you who do not have a Moose home, it will apply to your normal meeting facility. If the annual election of chapter officers has not been held, this too will be held in June prior to the installation.

2020-21 Nomination/Election/Installation Timeline:

Nominating Committee meetings may continue if necessary and elections may occur any time after June 1, 2020.

■ If the Moose home has reopened by June 1, the chapter will have two (2) months from opening to nominate, elect and install the Board of Officers. All officers' terms will begin July 1, 2020, or the date of election/installation if later, and shall run through April 30, 2021.

■ If the Moose home has not opened by June 1, the chapter will have two (2) months from opening to nominate, elect and install the Board of Officers. Officer terms shall begin on the date of election/installation, and shall run through April 30, 2021.

■ Due to the current Coronavirus situation, and by the authority of the Grand Chancellor, a dispensation to elect and install officers on the same date between June 1 and July 31, 2020 will not be required.

The 2020-2021 Handbook mailing that normally happens in late April/early May will now hopefully be sent in mid-June providing the Illinois stay-at-home order has been lifted. All Officers Handbooks for the 2020-2021 chapter year as well as all chairmen's pamphlets, Forms 114 and 166 are available now on the Moose International website at www.moosintl.org.

Now is the time for the Board of Officers to meet, prepare a plan to ensure the chapter's success and follow that plan throughout the year. If necessary, the plan may need to be adjusted but it is the responsibility of

the entire board(s) to ensure the chapter is on track. If the new board isn't installed yet, work together in the best interest of the chapter to ensure future success.

The Women of the Moose General Laws book is one of the most valuable resources you as officers have to ensure proper procedures are being followed. The General Laws are in place for a reason. Make sure you use them.

The 2020-21 Senior Regent should plan a meeting with all committee chairmen as soon as is feasible to explain their responsibilities to the chapter. In addition, the Senior Regent should assist them with guidelines to ensure successful fundraising projects and to make certain each person attempting, qualifies for the Academy of Friendship degree. These are typically the fairly new members of the chapter who are just beginning a hopefully long-term career in the chapter.

Women of the Moose training sessions will be scheduled as soon as it is permissible within your state/province. Make sure each officer, appointed officer and chairman is planning to attend the Women of the Moose training sessions to gain additional knowledge of chapter operations.

The Recorder and members of the Audit Committee should be planning to attend a 2-HOTT training session to understand proper use of LCL.Net and to understand how to audit the chapter books. The information provided in this training session is invaluable.

Once again, when permissible with local government guidelines, make sure you are holding interesting, informative and fun meetings. Plan activities and social time before and after your meetings so that co-workers have a reason to attend. Invite your new members to attend the welcome reception held in their honor prior to your meeting. If you don't invite people, how will they know to attend?

Please remember, each of you is a member of the Women of the Moose chapter team. By working together in harmony, you will gain many new friends, learn new ideas and most importantly, help to ensure the success of your chapter.

If we can be of any assistance to you on your journey of success, please do not hesitate to contact our office. ■

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MOOSE
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Moose Field Staff: *Better* Than The Fuller Brush Man

By **DAVE SMOOT**/Assistant Director, Membership

Remember from Part 1 (*Feb.-March-April issue of Moose Leader*) when I explained that we work in the same manner as the Fuller Brush Company and their field representatives – bringing the customers what they wanted, guaranteed to work, and of high quality and real value? I also mentioned that Fuller Brush created one of the first research departments of any manufacturer always wanting to produce useful products of the highest quality.

The similarities continue; the Moose International Field Staff draws on a significant amount of data, reference materials, and expertise at headquarters and they have received training in how to assist your operations.

Through our action plans, we provide lodges with guidance and instruction on how to improve. What's our overall goal? We would like every lodge to be a Premier Lodge! Premier Lodge is the branding that says: "You get it right; You are Fraternal; You are growing; You will be successful."

Field Staff members are equipped to assist with incorrect postings in your QuickBooks. When larger issues are apparent in QuickBooks or in the financial viability, we call upon our Financial Review Specialist (FRS) team. This dedicated group takes the time to clean up your financial records, performs a detailed review of your social quarters' operations, and performs an overall financial review of your lodge's operations.

When significant problems are found – is this a "got ya" moment in your lodge? No, it triggers our Field Staff to suggest training for purposes of maintaining accurate financial records. Accurate records are important for many reasons, especially for government auditing. We might suggest replacing personnel in some cases, but remember, our recommendations are always built upon the foundation of making your lodge successful.

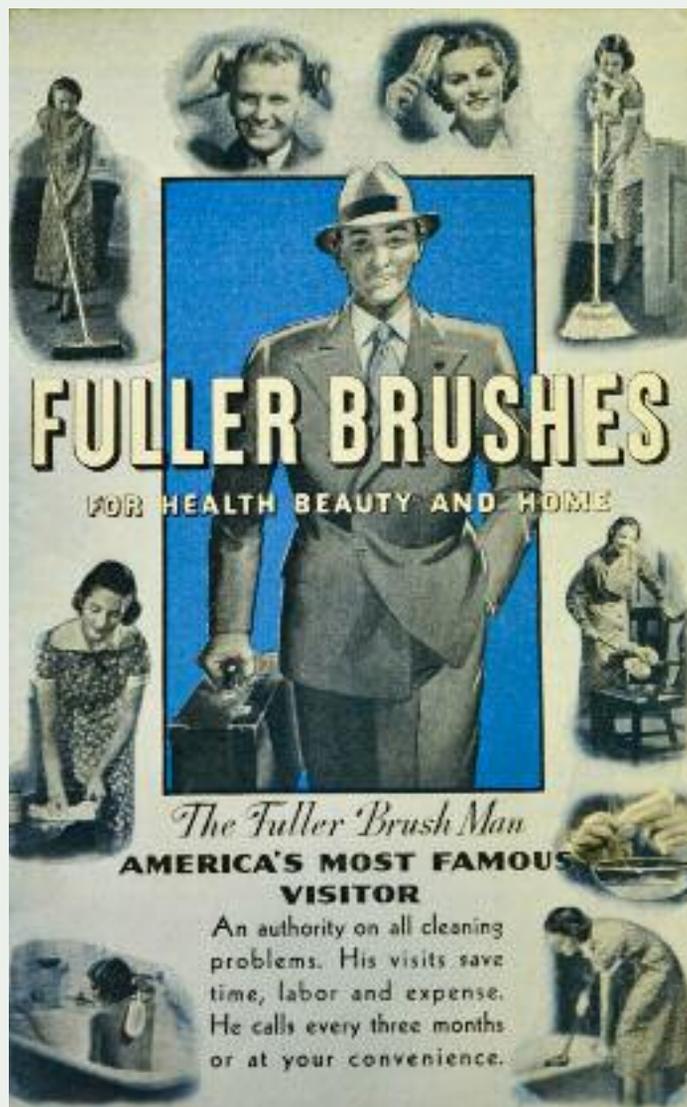
Our Financial Review Specialist (FRS) team visits every lodge in the Order; not only bringing skills to perform an in-depth review of your financial records, earnings potential, and processes, but they are also equipped to review and make recommendations on building membership, activities, and Fraternal programs participation. The FRS Team works hand-in-hand with Territory and Regional Managers.

Every lodge needs to maximize its income potential. It costs money to operate lodges and keep them in top-notch condition. The Field Staff understands this principle and will guide you on pricing and serving. They will discuss staffing, product inventory and overhead costs.

The goal is for your lodge to be able to set aside 20 cents of every revenue dollar for those upcoming capital expenditures, which might include expenses for the roof, flooring, HVAC, kitchen, bar equipment, furniture, parking lot repairs, etc. The list of possible expenditures on the lodge is endless. Does your lodge have funds set back right now for these expenditures? Our goal is to make certain you do.

Communication is key to everything and our Field Staff will keep you updated on important dates and programs. We are equipped to assist you so you get things done properly.

What do you need to do? Embrace the action plans, listen and ask questions and know that everything we present is to make your lodge



better and our Moose stronger. You don't have to wait for the Territory Manager or Regional Manager to call on your lodge – you can reach out to us! We are in the field to help!

We all share a common goal – making the Moose Fraternity better and positioned for service to mankind for decades to come; another century of service! Are you aware we celebrated 132 years on April 12? How did your lodge plan to celebrate and promote this special day? The Field Staff will be asking and suggesting ideas for the next year.

So, how is the Field Staff better than the Fuller Brush Man? Like the Fuller Brush Man, we bring the products you need and we listen to produce the products you want – guaranteed to work at making your lodge better! The best part is we don't charge – our products come without any cost to you! ■

The Threat Of Novel Coronavirus (COVID-19) And Our Response

By **MARINA MATHEWS**/Director of Communications, Moosehaven

At Moosehaven, we take our responsibility for the health, well-being and security of our residents and our amazing staff seriously. We responded quickly to the coronavirus threat and we did what we do best: serve and protect our residents.

Moosehaven's COVID-19 Task Force was established immediately and included John Capes, Executive Director; Helen Taylor, Resident Services Director; Terri Reed, Director of Nursing; Anne Cronin, Infection Preventionist; and Bill Tippins, Director of Operations. Members participate in at least four conference calls per week, which include representatives of local and state emergency and health agencies.

As a part of the campus' Comprehensive Emergency Management Plan, Moosehaven maintains an Infectious Disease Threat and Pandemic Policy, which was activated by the Executive Director. An addendum to the policy specific to the federal Centers for Disease Control checklist for COVID-19 also was implemented.

We began screening all visitors to the campus on March 13 and canceled most off-campus trips and all community and Fraternal events. On March 15, at the direction of Florida Governor Ron DeSantis, we closed the campus to all non-essential deliveries, services and visitors with the exception of compassionate visitation for family members of residents at the end of life

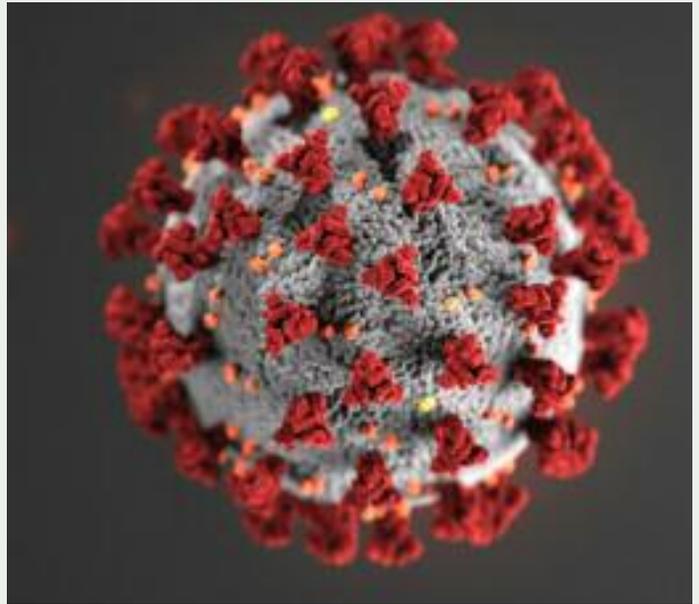
John Capes and Helen Taylor met with residents on March 16 to explain the protocols that had been put in place and to remind residents of the importance of social distancing and hand washing. They also explained that a number of services would change, including: resident meals would be served in their apartments. Instead of going to the clinic for appointments, assessments, etc., the nurse would come to residents' apartments.

Other changes included that anyone entering the campus:

- Must have a normal temperature.
- Must not have had a fever of 100.4 or greater, cough, shortness of breath or other respiratory symptoms in the previous 14 days.
- Must not have traveled to areas where there is a known outbreak of COVID-19.
- Must not have traveled by air or cruise ship in the past 14 days.
- Must not have been in contact with someone with the virus in the past 14 days.

Additionally, residents are not permitted to enter other halls except for spousal visits and all visitors and staff must wear a mask whenever in the Healthcare Center.

Moosehaven has been impacted by the national shortage of Personal Protective Equipment. However, the Purchasing Department continues to meet our basic needs for this equipment. We utilize surgical masks and cloth masks in most areas with a small supply of N95 respirator masks reserved should we have a COVID-19 positive situation. Residents and family volunteers make cloth masks for use at Moosehaven. Community groups have also donated cloth masks for the staff and residents to use.



Activities and Resident Services have been quite creative in filling the void created by social isolation mandates. They added a "Country Store" cart to give residents the opportunity to shop for a variety of snacks and stamps and greeting cards! They added a "Five O'Clock Somewhere" cocktail cart with festive music that goes door to door offering the Drink-of-the-Week or some other tasty beverage. They stroll down the halls with an "Ice-Cream" cart offering specialty ice creams and play "Hallway Bingo."

The residents love it! There's a special "Movie Day" on Moosehaven TV and during the movie, residents are offered popcorn and snacks. Chapel Services are presented on Moosehaven TV every Sunday morning. To make up for missed shopping trips, there is a "Weekly Requisition Purchase" option for residents to order items they would normally buy off campus.

Our New Life residents have taken the "Safer at Home" policy to heart and only go off campus for the essentials. Some take advantage of our campus meal delivery service. Because of our closed campus, they too are limited to their neighborhood and are not permitted to enter the closed halls or other areas of the main campus.

This information shows how special Moosehaven is and how special we treat our most precious asset, our senior Moose members. Thanks to each of you who support our mission, Moosehaven is able to provide top-rated healthcare, engaging activities, delicious meals and security during the largest national disaster in decades. That is the security and peace of mind that retirement at Moosehaven provides.

For more information about Moosehaven, please contact 904-278-1286 or visit Moosehaven.org. ■

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report must be submitted at least two (2) weeks prior to the date of the general election.

Q: We only have one (1) nominee running for each office. Do we still have to have an election by ballot?

A: For those offices having only one (1) nominee, the lodge may (by approval of the membership) dispense with the necessity of a paper ballot and conduct the election using the usual voting sign of the Order. This must be decided at a regular/general membership meeting prior to the election and should immediately follow the Nominating Committee's written report of the nominees selected. Typically, an election by the voting sign of the Order will be held for all uncontested offices and an election by paper ballot for only contested offices. However, it is permissible to conduct an election by paper ballot for each nominee. Any "uncontested" nominee receiving one (1) "yes" vote is automatically elected, as "no" votes are not counted. The purpose of conducting an election by the voting sign of the Order is to streamline the election process and alleviate the unnecessary use of a paper ballot.

Q: My lodge was closed due to the COVID-19 pandemic and we were under the "Shelter at Home" order of our Governor. No meetings were held due to gathering restrictions. When do we have our lodge elections?

A: Nomination Committee meetings may continue and elections may occur any time after June 1, 2020.

■ If the lodge has reopened by June 1, the lodge will have two (2) months from opening to nominate and elect their Board of Officers. All officers' terms may begin July 1, 2020, or the date of election if later, and shall run through April 30, 2021.

■ If the lodge has not opened by June 1, the lodge will have two (2) months from opening to nominate and elect their Board of Officers. Officer terms shall begin on the date of election, and shall run through April 30, 2021.

Q: Our lodge membership is older and they do not feel like they want to visit the lodge during our regular lodge meetings at this time and still want to vote, what can be done?

A: The General Governor's office will issue a blanket dispensation for the use of the Australian ballot to any lodge who chooses to implement it, without the necessity of a majority lodge vote for this year only. **(There will be no dispensation for electronic voting at this time.)**

■ Keep in mind that the General Governor's office expects you to familiarize yourself should you choose to implement the Australian Ballot (see definition below).

■ Remember that if the election is contested and declared void by the General Governor's office, the lodge will thereafter be prohibited from using the Australian ballot unless a special dispensation is granted from the General Governor.

An **Australian ballot** extends over a period of time (determined by the lodge, for example: 3 p.m.-6:30 p.m.) versus being conducted at a meeting. This can be useful with lodges that have many shift workers or for social distancing purposes during a pandemic. It shall be held on the same day as a regular general membership meeting. Location and hours of the balloting should be posted at the lodge where members can see it. If time allows, it should also be published to the active members of the lodge through a newsletter or postcard or Facebook. The election committee must maintain the ballot box at all times during the election



process. If you feel that your lodge would benefit from its use then you may conduct your election using the Australian ballot.

Regardless which method is used (Australian ballot or election during the regular/general membership meeting) the election must conclude in time for the Election Committee to count and tabulate the ballots and give the results to the presiding officer who announces the election results. This announcement may be the last item of business before closing the meeting.

Q: What if there is a tie?

In the case of a tie vote, the nominees may elect to have the presiding officer flip a coin, cut cards, or choose to have another election for that office, with only the tied nominees being considered.

Q: I am a new officer. When is the deadline for my lodge/leadership training requirements?

A: Officer training requirements will be 60 days from the day lodge officers take office.

Q: We have read everything in the Election Handbook and cannot find an answer to a question we have. Who should we contact?

A: Your first contact for any questions that may arise is your Territory Manager. He/she is the most familiar with your lodge's operation and issues. If you still have questions after talking to your TM, you can contact the General Governor's office. ■