



Department of Kansas P.O. Box 1008, Topeka, Kansas 66601-1008

TOPEKA, KANSAS

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MARCH 2019

<u>Audit Report</u> - The month of March ends the first quarter and Trustees Report of Audit will be due in April.

<u>Recordbooks</u> - March 31st will also end the Recordbook Contest with books being mailed to arrive at Department Headquarters by April 10th. Entry forms have been emailed to Posts we have addresses for.

Scout of the Year - The Department Deadline is April 1, 2019.

<u>Post Officers</u> – Attention is called to Section 217 of the National By-Laws and Manual Procedure which provides "Nomination of Post Officers shall open in March and remain open until Election in April and installed prior to the convening of the Department Convention."

<u>Report of Election</u> - Post Quartermasters will receive a Report of Election Form about March 15th and it is urgently requested that the form be completed on Post Election night and mailed as indicated on the form. This can also be completed online through the Online Membership System (OMS).

<u>National Convention Registration</u> – Post Quartermasters will receive a National Convention Registration Form in the same packet as the Election Report Form. Each Post <u>HAS</u> to register for National Convention, (\$25.00 for Post or first delegate and \$10.00 per each additional delegate). You should complete and mail this Form (in the envelope provided in the packet) to National as soon as possible. This can also be completed online through the Online Membership System (OMS).

<u>Election</u> - Section 215 requires that all elected or appointed officers show proof of eligibility prior to installation.

<u>Department Convention</u> - Room reservation information and pre-registration forms have been emailed to all Posts and those who plan to attend need to respond as soon as possible.

<u>Department Convention</u> - Advertising in the Department Convention Program Book by Posts, Districts, Auxiliaries, individuals and businesses is encouraged to help support the Convention.