

# The Lodge Moose Legion Committee's



# GUIDE TO SUCCESS



# OVERVIEW

## *The Ultimate Goal*

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As time has proven, the Moose Legion has become of even greater importance to the overall operation of the Loyal Order of Moose. We must therefore concentrate even more effort toward the wellness of a proper functioning Moose Legion Committee in each Moose Lodge of each Moose Legion jurisdiction throughout the Order.

As a general rule, Moose Legion Celebrations are held quarterly. Unless there is some program, activity, or social event scheduled specifically for Moose Legionnaires within the lodge during the periods between Moose Legion Celebrations, the only contact these members have with the structured Moose Legion program is some occasional communications.

Therefore, the purpose of the Moose Legion Committee within the Moose Lodge is to promote and pursue a program of social activities and fellowship for Moose Legionnaires, their ladies, and their families. This shall be done within the Moose Lodge during that time between Moose Legion Celebrations stimulating membership awareness and growth for both the Moose Lodge and the Moose Legion.

The target of the Moose Legion Committee is to strengthen the Moose Lodge and the entire fraternal program while the Moose Legion Mission is to have fun while providing greater service to the Moose Fraternity.

The Vision of the Moose Legion is to

persuade all qualified Moose Lodge members to join the Moose Legion and do some good thing for someone each day. The nourishment

of this committee can only come from the Moose Lodge itself through new members qualifying for advancement to the 2nd Degree of our Order. Once the Moose Legion Degree has been conferred at a Moose Legion Celebration, Moose Legion Committee membership is automatic.

A Moose Legionnaire now has opportunity to seek the fraternal advancements that lay ahead. By promoting the Moose fraternal programs and support of the Moose Legion, a Moose Legionnaire will be striving to reach a level of Moose service that merits advancement to the Fellowship Degree of Honor and the Pilgrim Degree of Merit.

An immediate goal is a 10% segment of the Moose Lodge having membership in the Moose Legion. From this achievement, the percentage should be raised in readily attainable increments remembering that our ultimate goal is the building of the Loyal Order of Moose into the strongest Fraternal Order in the world.

We should have a Moose Legion Activities Committee in every Moose Lodge committed to serving our Fraternity while having fun. The greater the amount of enjoyment, the higher the participation, the more fun the Moose Legionnaires will have. It's a win-win for everybody.

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# The Lodge

## Moose Legion Committee's

### GUIDE TO SUCCESS

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# INTRODUCTION

## *A Brief history of the Moose Legion*

The "Moose Legion" or "Degree of Service" was created by resolution during the annual convention of the Supreme Lodge in Cincinnati, Ohio, and adopted by the Supreme Council in 1913 as the "Mooseheart Legion of the World". Initially, and continuing until 1931, women enjoyed full membership as an intricate part of the Mooseheart Legion of the World. Early issues of the Moose Magazine proclaimed this union of men and women with the headlines..... "Mooseheart Legion for Men and Women". These Moose Legionnaires, and thousands who followed, have proven over and over again ... "active Moose Legionnaires are the greatest asset a Lodge can possess!"

Rodney Brandon, the degree's first administrator carrying the title Grand Regent, devised the first emblem, which incorporated a moose head centered in a pyramid with the letters "F", "H", and "C" at its points superimposed over a heart, surrounded by a circle and containing the words "Alces" and "Machlis", all of which had individual meanings. The pyramid symbolized the core of our existence, Faith, Hope and Charity, while the heart symbolized heart of the fraternity, and the word "Alces" meaning moose or large beast and "Machlis" meaning leader. The emblem was used in conjunction with the Women of the Moose until 1991, when a change was made to give both the Moose Legion and the Women of the Moose specific logo identity.

The year 1913 brought the formal organization of the Women of the Moose, and produced an amicable split from the men, as a separate and distinct unit of the fraternity. In the same year, the degree changed its name to "Legion of the Moose", and continued under this banner until early 1991, when the name changed once again, to "Moose Legion", with reference to the "Degree of Service".

Moose Legionnaires, initially committed to building a one-million dollar endowment fund, also recognized the needs of the newly created "Child City - Mooseheart". Extending their efforts, they provided the funds to purchase the first dairy herd and funded construction of the first major building, "Loyalty Hall" -1914 (now renovated and converted into a learning center). Added shortly thereafter were "West Legion Hall" - 1917, "East Legion Hall" - 1919 and "Fez Hall" - 1921. In addition, Moose Legionnaires have provided funds to help with nearly every major project on the Mooseheart campus, construction and maintenance of the metric track located at the Mooseheart Stadium (1978 & 1994), renovation of Camp Ross Swimming pool (1999), purchase of more property, including a Bunk House (2001), and renovation of the House of God (2003) and much more.

Development of Mooseheart's Camp Ross became a concern of the Moose Legion in its early years, and in addition to its obligation for the annual budget, the Moose Legion committed to a 5 year improvement program, which included the construction of a new Camp Director's cabin in 1995. Now, brought about by the volunteer efforts of the Moose Legions, Camp Ross is a full 12 month per year facility, providing a camping experience for Mooseheart children, as well as educational and retreat facilities for Moose International and Mooseheart staff and employees.

Even though the great amount of monies raised by the first Moose Legionnaires were of significant value to Mooseheart, these accomplishments are overshadowed by the commitments made to the "City of Contentment - Moosehaven".

The Moose Legion provided the original funding available for the purchase of the 63

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acre retirement community campus in Orange Park, Florida. (A little known fact ... for many years after the founding of Moosehaven, admission was open only to those holding the Moose Legion degree.)

Traditional monetary support for Moosehaven continued and took on an added dimension in 1991, when Moose Legionnaires adopted the "Moosehaven Seniors Medical Fund", wherein another major portion of annual dues is diverted directly to the Moosehaven budget for outside medical service of our seniors. This permanent project has provided for senior health care at Moosehaven in excess of three-million dollars.

Lodges with active Moose Legion committees operate at a higher level in membership building and retention, profitability, and harmony among its membership. The Moose member, once elevated to the Moose Legion Degree and with an active committee through which to channel his fraternal desires, exhibits a strong desire to give of time, talents and leadership ability, thus contributing to Lodge progress.

Let's consider three known facts: first... of those Lodge members who are dropped for non-payment of dues each year - 9 of every 10 are not Moose Legionnaires. Second... of those Moose members who achieve Lodge new members sponsor status each year - 8 of every 10 are Moose Legionnaires, and Third... ninety-eight cents of every dollar raised at the Lodge level by Moose Legionnaires finds its way back into the Lodge, in the form of a new or remodeled building, purchase of equipment, payment of insurance premiums or some special project. When we have an active Moose Legion Committee in our Lodges, we have individuals who accept projects and get things done in the Lodge.

Considering the positive effect on our Lodges by Moose Legionnaires, it is imperative we place greater emphasis on Moose Legion membership. We must bring those qualified for membership in the Moose Legion into our

ranks, and then provide a schedule of activities and projects within the Lodge through an active Moose Legion Committee.

This will be accomplished by acquainting the Moose member with the Moose Legion, and by educating him on the value of Moose Legion membership, and elevating him to the Degree of Service. At this point, we will have added assets to our Lodge by including a member who will be more likely to remain a Moose member ... one who will sponsor his friends to membership and one who will be willing to dedicate his efforts through service to the Lodge, community and fraternity.

A Moose member who elevates his membership to the Degree of Service does so out of love for and dedication to the fraternity. He places the needs of his Lodge, District, State or Province, and the Fraternity ahead of his personal desire for recognition or advancement... he steps forward, pays his fee and dues, and then proudly announces..."I'm part of the future, use me to advance the cause of children and seniors!"

This "Guide to Success" is intended to provide a marked pathway helping Moose Legionnaires follow the provisions of the International Moose Legion Code of Rules and the policy and procedures for the Degree of Service of Moose International. At the same time, this handbook is meant to offer a comprehensive guide for organizing and operating a successful Lodge Moose Legion Committee in each Moose Lodge of the Fraternity.



## REFERENCES

- *General Laws of The Supreme Lodge and The By-Laws of Moose International*
- *Moose Legion Code of Rules*

**ARTICLE VI** .... The higher degrees of the Loyal Order of Moose shall be the "Moose Legion Degree of Service", "Fellowship Degree of Honor" and "Pilgrim Degree of Merit". Membership in a higher degree of the Loyal Order of Moose is at all times conditioned upon the degree holder being active in a lodge and all lesser degrees. The "Moose Legion" is the degree of service. All legislative, executive and judicial authority for the government of the Moose Legion is vested in the Supreme Council. The higher degrees of the Women of the Moose shall be "Academy of Friendship", "Star Recorder" and "College of Regents".

**GENERAL LAWS SECTION 35.5** ... Appoint Committees - ... A standing committee of each Lodge shall be the Moose Legion Committee, whose chair shall be appointed by the Lodge Governor. The Chairman and each member of the Moose Legion Committee must be active members of the Moose Legion.

## CODE OF RULES OF THE MOOSE LEGION

### CHAPTER 25 THE LODGE MOOSE LEGION COMMITTEE

#### PURPOSE SECTION 25.2

The purposes of this committee are:

- (1) Provide service and leadership for the Lodge, its officers and members and promote harmony therein.
- (2) Promote a program of wholesome social activities and fellowship for Moose Legionnaires and their families within the Lodge between Moose Legion Celebrations.

- (3) Stimulate membership growth in both the Lodge and Moose Legion.

#### OPERATION 25.3

One (1) official meeting per month is required with a social activity scheduled in conjunction with this meeting. The officers are the Chairperson, who is appointed by the Lodge Governor, an Assistant Secretary, who is appointed by the Moose Legion Secretary to serve the committee as Secretary, and a Vice-Chair, who is elected annually in April by the committee members.

#### FINANCIAL 25.4

Committee Funds-

Planned activities, fund raising and fund usage is subject to the approval of the Lodge Board of Officers and the Lodge membership. Activity funds are deposited into the Lodge General Fund and credited to this committee. Committee funds, if authorized by the General Governor, may be deposited in a savings account. (General Laws 43.3) Moose Legion Committee Endowment Fund collections and Moose Legion membership fees and dues are deposited with the Moose Legion Secretary.

#### CONFERRAL OF MEMBERS 25.5

Conferral of new Moose Legionnaires may be done at quarterly Moose Legion celebrations or at Mini-Celebrations within the Lodge in compliance with the Code of Rules. The Committee's goal is to have every qualified Moose Lodge member join the Degree of Service.

The Chairman of each Lodge Moose Legion Committee is responsible to ensure an Endowment Fund collection is made at each meeting, function and/or activity. Funds collected under the auspices of the Lodge Moose Legion Committee shall be turned over to the duly appointed Assistant Secretary, who shall issue a written receipt, and shall submit the funds to the lodge Administrator for deposit to the general fund of the lodge, to have a lodge check drawn and issued to the Moose Legion in which that lodge is designated, for the jurisdiction to then send to Moose Charities.

Each Moose Legion shall plan, coordinate, advertise and conduct a minimum of one (1) Legacy of the Moose or Golden Ball ceremony each year. The total net proceeds are classified as Endowment Fund and remitted in total to Moose Charities, designated as Endowment Fund - "Golden Ball" or "Legacy of the Moose" contributions. Each Moose Legion Board of Directors shall encourage the Lodge Moose Legion Committees to undertake, as a special project for their Lodge, the planning, advertisement and conducting of an annual Legacy of the Moose or Golden Ball ceremony, with the proceeds being received by the Lodge, and remitted directly to Moose Charities as Endowment Fund, designated as Legacy of the Moose or Golden Ball.

Annual Lodge recognition awards are currently offered by Moose Charities, for Endowment Fund collections.

An instruction book for both the Legacy and Golden Ball programs is available without charge by downloading it off the Moose International website at [www.moosintl.org](http://www.moosintl.org).

## **ORIENTATION PROGRAM**

It shall be the responsibility of the Lodge Moose Legion Committee officers to conduct a Moose Legion Orientation Program for Moose members in their Lodge at least quarterly. (See orientation on page 11)

An orientation of all candidates for membership in the Moose Legion shall be conducted by the

Director responsible for membership retention and the Secretary, or their designates, immediately prior to each conferral ceremony.

## **Conferrals**

Conferral of new Moose Legionnaires may be accomplished at either a scheduled Celebration of the jurisdiction or at the Lodge level, with approval and in full compliance with Chapter 6.5 and 25.5 of the Code of Rules. Conferral must be conducted by a qualified ritual staff, as authorized and approved by the Board of Directors and in the manner and form prescribed by the ritual of the International Moose Legion.

It is recommended that a candidate for membership in the Moose Legion shall attend a Moose Legion Orientation prior to attending a class conferral to become a Moose Legionnaire.

Applicants for elevation to the Degree of Service shall not be legally admitted to membership, except after conferral.

It shall be the responsibility of the Secretary to notify all applicants who have submitted proper application and have been approved by the Board of Directors and accepted on LCL.net to appear for conferral. Notice shall include date, time, place and other pertinent information for this scheduled conferral ceremony.





# LODGE MOOSE LEGION COMMITTEE OFFICERS

## Code of Rules, Chapter 25.3

The officers of the Lodge Moose Legion Committee shall be: a Chairman, to be appointed by the Lodge Governor; Vice Chairman, elected annually in April by the Moose Legionnaires making up the committee; and an Assistant Secretary, who is appointed by the Moose Legion Secretary to serve the Lodge as Secretary of the Moose Legion Committee, in compliance with Chapter 19.3.

In addition, a Lodge Moose Legion Committee may create and recognize additional officers to serve the committee, such as Junior Past Chairman, Marshall, Guards, etc.

NOTE: Elected officers of a Lodge shall be eligible to serve as Moose Legion Committee officers during the same term of office.

## CHAIRPERSON

As Chairperson of the Lodge Moose Legion Committee, you preside over one of the most important Lodge committees. You were appointed by the Lodge Governor, on recommendation of the Lodge Moose Legionnaires, and your term of office shall be May 1 to April 30. It is your duty and responsibility to preside over all Moose Legion Committee meetings and to ensure the coordination of an active committee comprised of all Moose Legionnaires in active status in your Lodge. Other responsibilities are:

- [1] Appoint additional committee officers and sub-committee chairpersons as needed.
- [2] Schedule and preside over a minimum of 1 monthly meeting of the Moose Legion Committee with a planned activity.
- [3] Schedule and conduct, at least quarterly, a Moose Legion Orientation Program for qualified Moose members in your Lodge,

preferably prior to each scheduled Celebration.

- [4] Initiate, organize, coordinate and supervise all Moose Legion activities at your Lodge; monitor ongoing activities through reports provided to you by the project, activity or sub-committee chairperson.
- [5] Submit regular reports of Moose Legion activities to the Lodge Governor, and to the Lodge at regular Lodge meetings, and present requests for approval of all activities to the Lodge Board of Officers.
- [6] Attend all functions and Celebrations of your Moose Legion jurisdiction and proudly represent your Lodge at such events, while encouraging other Moose Legionnaires to attend.
- [7] Coordinate and work closely with the Junior Past Chairman and Assistant Secretary to maintain high motivation toward support of the Mooseheart/Moosehaven Endowment Fund [ensure an Endowment Fund collection is made each time Moose Legionnaires are gathered] and the special projects and funds to which the Moose Legion has pledged support.
- [8] Ensure all Moose Legionnaires of your Lodge remain knowledgeable about purpose, function and goals of the Moose Legion. Provide and pursue a program of social activities and fellowship for the Moose Legionnaires and their entire family within the Lodge between Celebration dates. Make sure Lodge Moose Legion activities are advertised in the Lodge bulletin, and in fact, you, as Chairman, should write an article for each issue of the Lodge bulletin. In addition, similar information should be submitted to the lodge webmaster for inclusion on the lodge website (if available).

- [9] Delegate assignments and duties to Moose Legionnaires in the committee in order to widen the leadership base at your Lodge.
- [10] Promote and encourage others to become involved in new member production and member retention in both the lodge and the Moose Legion committee of your lodge.
- [11] Organize Past Chairmen or three (3) other Moose Legionnaires in active membership status into a special committee to select an outstanding Moose Legionnaire annually to be nominated for the Moose Legionnaire of the Year award.

## **VICE CHAIRMAN**

- [1] Preside in the absence of the Chairman at regular committee meetings and carry out assignments given you by the Chairman.
- [2] You are the Membership Chairman for the committee and responsible for conducting approved local membership campaigns, ensuring the local and national membership campaigns are posted and promoted to the fullest; notify candidates and their sponsors of upcoming Celebrations and other special conferrals within the Moose Legion jurisdiction, as well as mini-conferral dates scheduled for the local Lodge.
- [3] Attend all meetings and functions of the committee and the Moose Legion jurisdiction.
- [4] Assist the Chairman in conducting the Moose Legion Orientation Program at least once a quarter in the Lodge.
- [5] You shall have overall responsibility for fund raising for the committee. Coordinate the projects and assist in their success so sufficient funds are raised to assist the Lodge and Moose Legion when required.

## **JUNIOR PAST CHAIRMAN**

You hold this title [not an office] by virtue of service to the Moose Legion Committee. This honor precedes your name because you

successfully dealt with administrative as well as operational aspects of the committee as its Chairman in the preceding year. Moose Legionnaires will naturally turn to you for advice, counsel and assistance.

You will want to work closely with the committee and its Chairman in carrying on the plans you laid out in the year past and with advice on future projects and plans. You will continue to assist the committee in functions and activities.

Your specific duties are:

- [1] To preside at the regular committee meetings in the absence of the Chairman and Vice Chairman.
- [2] You have overall responsibility for the Mooseheart/Moosehaven Endowment Fund and see that a collection is made at each regular meeting and special function/activity of the committee. Remember that all Endowment Fund collections are to be turned over to the Assistant Secretary / Lodge Administrator for transmittal to the Moose Legion Secretary. You should work closely with the Lodge Endowment Fund Chairman in promoting Lodge functions for the Endowment Fund, and especially in holding an annual Legacy of the Moose or Golden Ball program.
- [3] Attend all meetings and functions of the committee and Moose Legion jurisdiction.
- [4] Assist the Chairman in conducting the Moose Legion Orientation at least once quarterly

## **APPOINTED OFFICERS**

Appointed officers of the Moose Legion Committee may be as varied and widespread as deemed necessary by the Chairman. These may include, but are not limited to, Marshal, Guard, etc.

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Marshal: - Organize the meeting room prior to each meeting of the committee; greet and introduce all visiting Moose Legionnaires and dignitaries; carry out all assignments of the Chairman.

Guard: - Guard the doors of the meeting and/or social room; examine and check all membership cards, verifying the Moose Legionnaire is in active status; admit only invited and qualified guests, which include family members residing in the household of the Moose Legionnaire not otherwise qualified for membership in the Moose Legion.

### **ASSISTANT SECRETARY**

(See Code of Rules Chapter 19.3)

You are Secretary to the Lodge Moose Legion Committee by virtue of your appointment as Assistant Moose Legion Secretary, and shall remain so as long as your services to the Moose Legion prove satisfactory. Your appointment as Assistant Secretary is the sole responsibility of the Moose Legion Secretary. Your office and duties are highly important to the success of the Moose Legion Committee, as well as your Moose Legion. You are a member of the Moose Legion Nominating Committee, representing your Lodge.

Your specific duties and responsibilities are:

- [1] Attend all meetings and functions of the Lodge Moose Legion Committee, your Moose Legion jurisdiction meetings and scheduled Celebrations.
- [2] Maintain accurate minutes of meetings of the Lodge Moose Legion Committee, forwarding copies of each to your Moose Legion President and Secretary. Read all correspondence received from the Moose Legion and distribute information as needed.
- [3] Collect all funds of the committee and give proper receipts; remit funds to the Lodge Administrator for deposit; keep an accurate financial record of all funds received and disbursed with current balance.

NOTE: Endowment Fund monies and membership fees and dues are remitted directly to the Moose Legion Secretary promptly after each meeting.

- [4] Maintain communications with the Moose Legion Secretary.
- [5] Assist the Moose Legion Secretary and Administrator in maintaining accurate, up-to-date information on Moose Legionnaires of your Lodge, such as address, Lodge status, deceased members, transfers and other information which may affect Moose Legion membership.
- [6] Coordinate with the Lodge Moose Legion Chairman and Vice Chairman in the promotion and advertisement of membership campaigns and personal recognition of Moose Legionnaires who receive appreciation awards.
- [7] Promote Moose Legion activities in the Lodge, as well as fund raising projects for the committee. Promote and encourage attendance at all Celebrations and Moose Legion activities.
- [8] Encourage the selection of an outstanding Moose Legionnaire to be nominated for Moose Legionnaire of the Year and assist the selection committee in the selection process, assuring the completed Nomination Form is returned as per instructions on the form prior to cut off date.
- [9] Assist in advertisement of all Moose Legion Committee meetings and activities; ensure publication in the Lodge monthly bulletin.
- [10] Give requested assistance and information to the Moose Legion President and Secretary and assist in the conferral of qualified Moose members into the Moose Legion; provide written information regarding local enrollments to the Moose Legion Secretary.
- [11] Maintain at all times an interesting and informative Moose Legion bulletin board in your Lodge.
- [12] Attend Moose Legion Training Conferences.

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## LODGE MOOSE LEGION COMMITTEE MEETING

Moose Legion Committee meetings are held at a wide variety of schedules and times. However, they are to be held a minimum of once monthly. Some meetings may be held prior to or after a dinner, snacks, breakfast or other social events. Whatever the case, when held in conjunction with another event, attendance is generally better than just holding a meeting.

Prior to the meeting hour, the Marshal and Guards should see to the proper setting of the room for a meeting. The Chairman's position should be visible and well heard during the meeting. Tables may be arranged in a square or horseshoe, with the Chairman, Vice Chairman, Junior Past Chairman and Secretary seated at the head.



*“There is a destiny that makes us Brothers,  
none goes his way alone,  
that which we send into the lives of others,  
comes back into our own.”*



# GENERAL OUTLINE FOR LODGE MOOSE LEGION COMMITTEE MEETING

The following is a simple outline for the order of business during a scheduled meeting of the Lodge Moose Legion Committee. Refer to the General Laws of the Order and Moose Legion Code of Rules for specifics.

- [A] Roll call of committee officers.
- [B] Reading and approval of minutes of previous meeting.
- [C] Reading of communications and notices.
- [D] Report of Moose Legion Committee finances.
- [E] Reading of Applications for Membership and/or re-enrollments of former Moose Legionnaires.
- [F] Unfinished business.
- [G] New business.
- [H] Conferral of new Moose Legionnaires [See Code of Rules, Chapter 6.5 & 25.5]
- [I] Good of the Moose Legion (Endowment Fund)
- [J] Special features, entertainment, etc.

As the actions of a Lodge Moose Legion Committee are subject to the approval of a Lodge Board of Officers and Lodge membership, votes which may be taken are not binding; therefore, family members may be invited to the committee meeting at the discretion of the Lodge Moose Legion Committee.

## EXAMPLE

**Chairman:** *(gives one rap)* This meeting of *(name)* Lodge Moose Legion Committee will come to order. The Marshal will ascertain if all Moose Legionnaires present are in active status in their Lodge and Moose Legion.

**Marshal:** *(following verification of those in attendance)* Chairman *(first name only)*, I find all qualified to remain.

**Note:** The Chairman may call for an opening prayer and pledge of allegiance if desired.

**Chairman:** Moose Legionnaires, I welcome you. Secretary *(first name only)* will call the roll of officers and committee chairman.

**Secretary:** *(calls roll)* Chairman *(first name only)*, the roll has been called.

**Chairman:** Marshal *(first name only)* are there any visiting Moose Legionnaires present?

*[Marshal will rise. If visiting Moose Legionnaires are present, the Marshal introduces them, giving name, Lodge and Moose Legion affiliation. If no visitors are present, Marshal will report none and be seated.]*

**Chairman:** Secretary *(first name only)* will read the minutes of the previous meeting.

*[Secretary reads the minutes]*

**Chairman:** Are there any corrections or additions? *(Pause)* If none, the minutes will stand approved as read. *(Chairman and Secretary are to sign the minutes)*

**Chairman:** Secretary *(first name only)* will read any communications and notices.

*[Secretary reads communications and notices, including minutes of Moose Legion Board of Directors meetings and information on eligibility and arrearage lists]*

**Chairman:** Are there any questions or discussions on these communications and notices? *(Pause before proceeding)*

**Chairman:** Secretary (*first name only*) will give us a financial report.

**Note:** Secretary reports on the following financial information:

1. Income from events since last meeting.
2. Income to date for ongoing projects.
3. Total income since last report
4. Funds expended since last report.
5. Total fund balance in Lodge General Fund and/or special saving account, per Lodge
6. Any other financial information

**Chairman:** Are there any questions on our finances? (*Pause before proceeding*)

**Chairman:** Reading of Applications for Membership? (*Secretary presents Applications*)

**Chairman:** Secretary (*first name only*), you will forward these Applications to our Moose Legion Secretary for processing and reporting to Moose International.

**Chairman:** Is there any unfinished business? (*Pause*)

**Chairman:** Is there any new business? (*Pause*)

**Chairman:** Committee and Projects reports.

**Note:** Chairman shall call on each appointed committee chairman, including the Vice-Chairman and Junior Past Chairman.

**Chairman:** Are there any candidates to be conferred into the Moose Legion?

**Note:** If conferral is to be held, the Chairman will turn the meeting over to the Ritual staff for the conferral ceremony.

**Chairman:** Good of the Moose Legion.

**Note:** At this time, visiting dignitaries should be introduced to speak; announcements made; awards passed out; general discussion by

those in attendance; and a question/answer period.

**Chairman:** Our committee, in cooperation with all other units of the Degree of Service, supports the Endowment Fund. Each person in attendance is encouraged to contribute in an amount you feel proper, with the understanding these collected funds will be deposited with our Moose Legion Secretary and remitted to Moose Charities to the credit of our Moose Legion. Remember that contributed Endowment Funds support both Mooseheart and Moosehaven.

**Marshal:** (*Collects Endowment Fund and turns over to the Secretary for receipt.*)

**Chairman:** Is there any additional business or announcements? (*Pause*) If not, our next meeting is scheduled for (*day, date, time*). Our business being concluded, this meeting is adjourned.

**Special Note:** *We are not as concerned about the "ritual" or "formality" of Lodge Moose Legion Committee meetings as we are the quality and content. Therefore, you are encouraged to formulate the type and content of meeting which meets with the acceptance of your membership. Everything should be aimed at making those attending feel welcome and a part of the whole program. You want to encourage participation and this will be accomplished when you introduce a program, which is interesting and above all else... fun!*





# ORIENTATION PROGRAM

*FOR USE BY LODGE MOOSE LEGION COMMITTEE*

This Orientation Program provides substance and facts regarding the Degree of Service of our Order and is to be conducted in your Lodge by Moose Legionnaires. The program is designed to assist your Moose Legionnaires in informing qualified Moose members of the merits and benefits of elevation to the "Degree of Service" of our Order ... the Moose Legion.

The primary thrust of this Orientation Program is to emphasize the "positive" aspects and the sense of pride a member may achieve in being of greater service to the Order. It also highlights the personal satisfaction a member realizes from embarking upon a fraternal path which will enable him to unleash his power to do good and, at the same time, have "fun" along the way.

No ... you don't have to be a public speaker to make this Orientation Program effective. You just have to possess the "will to do it"! For this reason, it might be a good idea to have several interested Moose Legionnaires take turns in presenting the program on a regular basis, at least once monthly. It might be a good idea to enlist Moose Legionnaires in your Lodge who have held offices in the Moose Legion, either present or past, and of course, those of the Pilgrim and Fellowship degrees.

How does it work? First, duplicate and enlarge the posters in the addendum, and then place on an easel for your presentation. A suggested script for each poster is also provided in the addendum.

As you will see, this is a very simple program when used on a regular basis by dedicated Moose Legionnaires who have a strong desire to build our membership. Please understand, this is not an "iron clad", "cast-in-stone" program.

It can, and should be, designed in a way that will be most effective for you and your Lodge membership. The Moose Legionnaire Orientation Program will acquaint every Moose member with the opportunities found in his Moose Legion membership, and support every effort to elevate your Moose Brothers to the "Degree of Service".

Should you have a question, need assistance to get started, or need help in conducting the Moose Legion Orientation Program in your Lodge, contact your Moose Legion Secretary, Ambassador, Area Manager, or the International Moose Legion Office.

## **USEFUL NOTES FOR THE PREPARATION OF A MOOSE LEGION ORIENTATION PROGRAM**

- [1] Obtain the eligibility list from the Moose Legion Secretary. This list is a ten-year snapshot only. It does not include every possible candidate for all time. All Moose members eligible to advance to the Moose Legion should be contacted and invited to join.
- [2] Approach their original Lodge sponsor [providing he is a Moose Legionnaire in active status], and if the original sponsors are not interested, use your Membership Committee to begin contacting these Moose members about 'elevation' to the Moose Legion.
- [3] Schedule a Moose Legion orientation program with your Lodge Governor's approval. It is vital we ensure those who conduct the Orientation Program are currently knowledgeable in the Moose Legion.

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[4] Ensure that advance publicity is given in your Lodge bulletin, website and on the Lodge and Moose Legion bulletin board and during the Lodge Officer and Membership meetings.

"Preferred Members", officers and committee chairman may very well turn out to be the most enthusiastic potential candidates for Moose Legion membership. We must not overlook their power to enlist the interest of other potential candidates for membership.

You may wish to arrange snacks and beverages, or provide a dinner or light buffet, either before or after the Orientation Program.

You may wish to ask the potential candidates for help in setting up the Orientation room. No moving mountains, but something really simple like setting out tables, chairs or snacks; pulling drapes; making up name tags; arranging literature or greeting those attending. This is an ideal and painless way to develop a sense of involvement, along with a personal feeling of making a difference, for which the Moose Legion is famous.

We recommend the use of personal invitation letters in order to keep the interest among the sponsors and candidates alike. We have included suggested text in the addendum. If your Lodge has a computer, you can use the mail merge capability to accomplish this task.

At some point, you will want to "show off" the various Lodge projects made possible by the Lodge Moose Legion Committees such as the "picnic pavilion", "bar-b-q pits", "children's playground equipment", "kitchen equipment", "smoke eaters", "tables and chairs", "big screen TV", "flagpole", etc. This allows the potential Moose Legionnaire to actually see what can be accomplished when "dedicated" members work for a common cause.

Finally, you may wish to transform the activity into a potluck dinner, or something similar, to which ladies may be included. It would be a good idea to have the Moose Legionnaires do

all the cooking. This would show that Moose Legionnaires are caring and create the same type flavor we find within some of the other units of our Order. This can be developed into a "fun" evening, and there is no reason why ladies should be excluded from the evening's activities, including the Orientation Program.

Produce an activity or event very soon after the Orientation. Perhaps a dinner or sports event, or a picnic with all the candidates, their sponsors and family members. This will maintain a high level of interest prior to conferral. Candidates must attend a scheduled Moose Legion conferral before they can complete their Moose Legion membership.

Sometimes the problem of waiting months between signing of the Application for Membership and conferral is alleviated when the Lodge Moose Legion Committee hosts a mini-celebration to confer their own Moose Legionnaires. These mini-celebrations require proper authorization from the Moose Legion President / Board of Directors. For further information on mini-celebrations, contact your Moose Legion President or Secretary.

Well-planned and organized meetings are a terrific tool to enable Moose Legionnaires to have input into the functions of the committee. This is where we discuss problems and solutions, examine and evaluate projects or program progress and consider new ideas and events.

The "FUNCTION" of the Lodge Moose Legion Committee shall be to provide service and leadership to the Lodge, its officers and members. Plus it will encourage all Moose Legionnaires to become active in the affairs of the Lodge and provide a wholesome social atmosphere for the Moose Legionnaire and his family.

The "GOALS" of the Lodge Moose Legion Committee shall be the strengthening of our overall Moose fraternity and its programs—To respond to any type of call from the Lodge Board of Officers —To stimulate membership

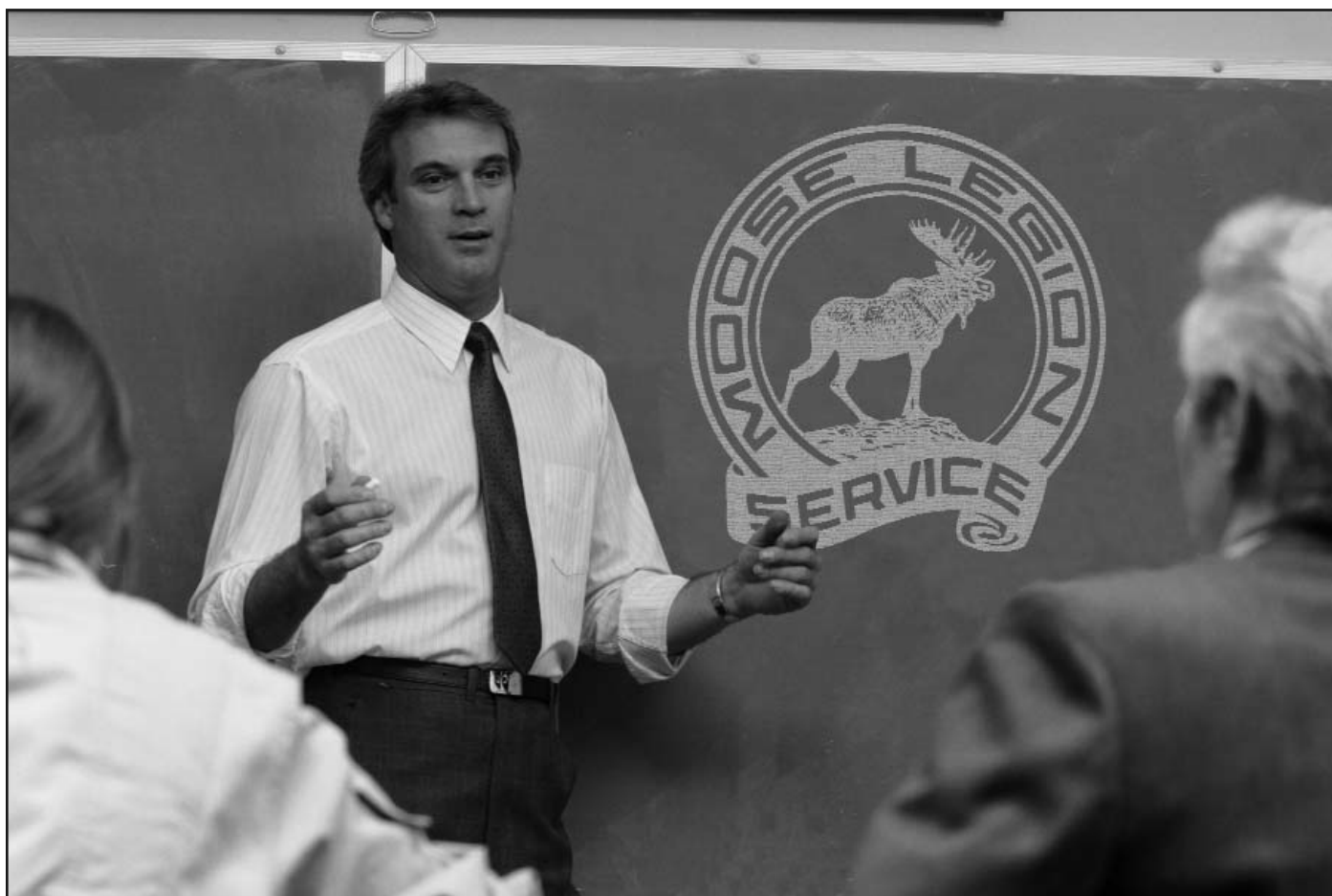
growth in both the Lodge and Moose Legion—  
To provide superior leadership at the Lodge  
level—and promote harmony within all units of  
the Order.

Point to remember ... as the Lodge "Moose  
Legion Orientation" meeting is the first "hands  
on" experience a prospective Moose  
Legionnaire will encounter with the "Degree of  
Service" ... keep it simple, informative, easy,  
and mostly ... fun!

## REFERENCES, HANDOUTS AND MATERIALS AVAILABLE

(From Moose International)

1. Moose Legion Application Brochure for Membership
2. Camp Ross Publication
3. Lodge Moose Legion Committee "Guide to Success"
4. "Legacy of the Moose" instruction book and Golden Ball Ceremony items
5. Copies of Newsletters
6. Activities Booklet
7. Moose International Website [www.moosintl.org](http://www.moosintl.org) (members only section)
8. Moose Magazine / Leader
9. Other pertinent items





# PLANNING AN EVENT

## WHAT DO WE DO NEXT?

It never fails. The moment your get a bunch of Moose Legionnaires together and come up with a workable idea for an activity, an event or an ongoing program, before you know it, it's in motion and headed toward completion. Notice that the key word is "workable". That's one of the most important functions of the Lodge Moose Legion Committee meeting; to come up with workable ideas for Lodge level activities and to involve both the Moose Legionnaire and his entire family.

Moose Legionnaires everywhere have become experts at generating an extensive array of activities, all designed to:

- [a] Bring Moose Legionnaires and their families together in activities catering to all age groups;
- [b] Attract the greatest number of people and thus create more publicity for the Moose Legion, all of which helps to swell the Moose Legion ranks;
- [c] Produce income for the host of causes to which Moose Legionnaires have pledged their support.

The Moose Legion can use its talents to encourage and support the family concept that we see is working not only to expand our numbers, but to deepen everyone in the appreciation of fraternal values. Have you ever seen happier people than the crews of Moose Legionnaires and their ladies engaged in making an event work?

So, how do Moose Legionnaires and ladies of the Lodge Moose Legion Committee plan a "knock-down, drag-out' event that will cover the

Lodge quarterly taxes?

- A. **Establish a stated goal**, and let everyone know about it. "This event is going to raise a thousand dollars for our Lodge General Fund" or "This event is going to raise two hundred dollars to help pay for the new tool shed" or "This event is going to raise five hundred dollars for Camp Ross, and beat out every other Lodge Moose Legion Committee in the State/Province". See how the fun starts?
- B. **Determine exactly what the event shall be**, based upon such considerations as: How popular will the event be? An outdoor picnic, for example, can be set up to appeal to all age groups. Also, you want to consider what else is scheduled to take place in your community on the same day as your event. On the other hand, a motorcycle poker run will admittedly attract a group of people with a narrow band of interest, but bikers, as we all know, are intense, and you might end up with 10,000 of 'em, even in a snowstorm.
- C. **Determine the exact date so you can avoid conflict with major District, State or Regional Moose events and community activities.** Your local Chambers of Commerce issue events calendars at the beginning of the year; get as many as you can from the surrounding communities as well; so do many of the community service clubs, local colleges; and of course your local newspapers. The Moose Association should have a schedule of their planned events, which will include the District meetings, Leadership sessions, Supreme Governor visitations, etc.

This determination has another vital aspect. What will be happening before or after at your

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Lodge? At the District? At the Moose Legion or Association level? International Moose Legion Conference? Moose International Convention, Association Mid-Year Conference or annual convention? Will the Chapter members be off to a Women of the Moose function?

What does the Family Activities Committee have planned? This type of knowledge is worth its weight in gold, believe it!

D. **Obtain Approval** because the Lodge Moose Legion Committee is a standing committee of the Lodge. You are responsible to present the plan, clear the date, and obtain approval in advance from the Lodge Board of Officers.

E. **Research and evaluation.** Here's where your Lodge Moose Legion Committee Secretary's records, as well as the records of your Lodge and the memories of experienced Moose Legionnaires (especially those Past Chairman) will be invaluable.

While it's nice to know what worked and what didn't (or what made money and what didn't) you will also want to consider the times **and the timing** in making an evaluation. For example, a giant raffle (where raffles are legal) with a big screen TV as the main prize might have generated a lot of interest last year, but this year it might very well have to be a DVD player to get people's attention. At any rate, you can see that such research and evaluation in some form is essential to your activity's success.

It is also wise to consider the periods when people are disposed to spend time, effort, and money. This varies with the area, of course, but it's worth the effort to do some research. Incidentally, you can still apply these principles and more to brand new, never thought of before events (such as a NASCAR tire changing speed competition), because the basic message is to plan your event or activity as efficiently as possible.

F. **Timeline for your event.** Whether it is a

reception honoring your Moose Legion jurisdiction President or Secretary or a full-scale production of the 'Legacy of the Moose', you will want to create a timeline. Very easy. Say, for example that your event is 3-months away.

Simply take 6-sheets of paper and title them 'three months' - 'two months' - 'one month' - 'one week' - 'event day' and 'the day after'. At the top of each sheet, print the name of the event and the day, date and time on which it will be taking place. Nice reminder.

Then, working from the event day backward, list on each sheet the things that should be accomplished, the order in which they should be accomplished, and who should be accomplishing them - plus the 'internal deadline' for each item. Previous recommendations in this section will provide you with enough food for thought for the tasks and duties that it will take to bring off your successful event. This will help you to:

- ✓ Properly time Committee and Lodge Officer's approval.
- ✓ Set up your budget [include every item and service].
- ✓ Erase possible conflicts.
- ✓ Price the event.
- ✓ Price tickets.
- ✓ Design, execute and distribute publicity and/or invitations.
- ✓ Set limit on reservations and close list on time.
- ✓ Evaluate and pick your personnel, assign specific tasks, make a final list of substitutes and compose the 'thank you' notes.
- ✓ Determine, select and set your music and/or entertainment.
- ✓ Determine and execute decorations.
- ✓ Determine and select your menu, cooks and servers.
- ✓ Schedule ordering perishables on day of event.

- ✓ Determine and assign cash management staff if necessary.
- ✓ Determine side events like a cake lottery or raffle, and more than anything else, do your troubleshooting at a glance.
- ✓ Schedule appreciation event for workers.
- ✓ And, anything else not on this list.

Document your plans and have them available for future reference. Don't forget to give copies [and updates] to your principle supervisors and crew chiefs. Keep your timeline at hand so that you can share it with everyone else - the right hand knowing what the left hand is doing.

Why not try this out on an event and see how it works? Your timelines will become more elaborate with practice. And, think of the work you'll save when you want to repeat this year's success next year. For bigger and better events and activities, don't leave any stone unturned - success is promised, and best of all ... it will be fun!

G. **Transportation plans** if necessary. Who (and what) will need transportation? Will it be donated? What about gas money? Car-pooling? A bus? Liability and accident insurance coverage? Are the drivers reliable? How much time will it take both ways? Will the distance affect turnout? Does the route to the event go through a major highway beautification project replacing an abandoned mine field?

H. **Lining up your personnel.** How many people will this activity require? Extra ones to "spell" those at work? Can they all perform satisfactorily? If you are appointing a cook is the cook familiar with the menu? What about servers? Who will they be? Are they experienced? Who will tell everyone exactly what is expected of them? Will it be in writing? Will there be time for a crew meeting beforehand? What about decorations? Who will make them? Will everyone be protected from heavy lifting? Are all safety and sanitation rules clear to everyone?

Any possibility of being exposed to

hazardous materials - think ... because a simple thing like "white out" is a hazardous item. Will everyone actually be available on the date selected? This means no spur-of-the-moment flying trips to Outer Mongolia, or suddenly remembering 4-month ocean cruises. If not, who are the backup personnel?

Do you have reliable people who will serve as crew chiefs or supervisors? Do you have a really competent person in charge in case you need someone to do cash management? Incidentally, lining up personnel also means guest speaker or special entertainment. Are they available for the specific dates you desired? Will they have to travel; if so, who is paying the expenses? Will they need reservations for accommodations? Is all this in writing?

- I. **Publicity.** You can plan the very best activity in the world, have the greatest crew available, and the ideal day and weather ... but it all goes to waste if you have failed to advertise. A few common sense rules to follow: Advertise the event and date as far in advance as possible (at least 3-months).

This can be accomplished by placing a poster on the bulletin boards of your Lodge (have a Moose Legion only bulletin board - it works!), and including an article in the Lodge monthly bulletin and on the web site. Make a direct mailing to the Moose Legionnaires of your Lodge (at least 60-days in advance) and be sure this notice includes all the details and times.

Include information on your event during your report to the membership during each Lodge meeting. Don't just advertise once and then forget it. Organize a telephone team and make personal calls to as many Moose Legionnaires as can be reached. One last pointer ... if guests are to be included, be sure you send them a copy of the program or agenda well in advance, including travel and lodging information.

- J. **Budgeting** because resource management lies beneath almost every human endeavor. You will want to assign a budget

manager (often the committee secretary) to monitor the existence of necessary funds; their allocations; and to account for every step in their expenditure. This means receipt for money received and spent, and in most cases, approval before an expenditure is made. Then a full accounting of all monies received and expended, and of course, all of this must be in writing with full backup receipts.

K. **Thank you** to everyone involved. Recognition is one of the characteristics of all great leaders. Recognition is one of the pillars of fraternalism practiced throughout the Moose Legion. Certificates of appreciation, handshakes, hugs, pats on the back, gifts, whatever. This is the part that most becomes all of us. Because in acknowledging others we acknowledge ourselves.





## EVENTS OR ACTIVITIES

**[Many of these 'events' and 'activities' may be held in conjunction with the Lodge Family Activities Committee, and involve all Lodge and Chapter members with their families.]**

### MOOSE LEGION COMMITTEE SUGGESTED EVENTS

They say "there's nothing new under the sun". This may be true, but is there really anyone who knows all about the past? Almost anything is possible within budget; and can be successful financially, while attracting Moose Legionnaires and their families.

In planning your event, program or activity, you will want to consider some or all of the elements listed previously. So, here are some activities that might just be missing in your Lodge Moose Legion Committee ... use your imagination!

The most popular events are dinners, banquets, or dinner-dances, reflecting the importance that mankind across the ages has attached to the ritual of breaking bread together. We Moose Legionnaires are no different, for activities involving meal functions seem to outnumber all other events.

Music helps to make these occasions more costly to put on, but usually is a welcomed addition. Music can come from a 'live' band [most expensive] or a disk jockey [almost as expensive in some places]. Of course, volunteer bands and disk jockeys save lots of money, but your committee will have to decide, based on the quality of the music and the professionalism. Some Lodges have resident volunteer entertainers who, of course, are a plus.

Dinner-dances seem to attract lots of people when they are theme events, such as a country western night; Alice in Wonderland;

Star Wars; MASH Party; or a Sock Hop night. Those attending are encouraged to wear costumes [remember - people like to win prizes for best costumes]. Dinner-dances held in conjunction with an important local event, such as the country fair, rodeo, and even election night, all providing an opportunity for the Moose Legionnaire and his family to celebrate at the Lodge, away from the general public. But caution! How big a draw is that outside event - will it draw your members away from the Lodge? This is another argument in favor of pre-sold tickets.

But, for what purpose would the Lodge Moose Legion Committee be giving a dinner-dance? We can celebrate:

Election of Moose Legion Officers; election of Lodge Officers; acknowledgement of awards, such as Moose Legionnaire of the Year; awards conferred by the Moose Legion jurisdiction; elevation of a qualified Moose Brother into the Moose Legion degree.

But, for what purpose would the Lodge Moose Legion Committee be giving a dinner-dance? We can celebrate the election of Moose Legion Officers, the election of Lodge Officers, acknowledgement of awards such as Moose Legionnaire of the Year or other awards conferred by the Moose Legion jurisdiction as well as elevation of a qualified Moose Brother into the Moose Legion degree.

There are many other reasons to celebrate with a special dinner followed by a night of dancing. Some of these would include your Lodge hosting one of the quarterly Moose Legion Celebrations, to kick-off or conclude a Moose Legion membership program where individual sponsors can be acknowledged, Legacy of the Moose or Golden Ball

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Ceremony, elevation of a Fellow or Pilgrim, acknowledgement of the Lodge or Chapter charter anniversary, or simply to celebrate Moose Legion Honor Month in January.

Visitations by special dignitaries would also warrant a night of dining and dancing in their honor. These would include a guest speaker to the Lodge Moose Legion Committee, a visitation by the International Moose Legion Ambassador or a visitation by your Moose Legion jurisdiction President.

Special Fund-Raising activities would fall into this category as well. They may include a fundraiser for any and all of the activities to which the Moose Legion is dedicated such as the Mooseheart/Moosehaven Endowment Fund, the Moose Legion "Youth Awareness" Scholarship Fund, the Moose Legion Capital Project for the year, or the International Moose Legion President's Project. Other fundraisers may include Camp Ross, Moosehaven Senior Medical Fund, some special interest or need of your Lodge, a local community project, to assist a family in distress, or simply as a "Thank You" to your membership for all of their efforts on previous activities.

All the previous reasons and more can be applied to the following activities, which are perfect for family, as well as Moose Legionnaires. See which ones you can arrange to top off with a dinner or dinner-dance at the end of the day.

Picnics in nearby parks and wooded areas [potluck dinners work well here]: boat rides [with everyone bringing a box lunch]. And fishing trips; hiking and overnight camping trips; hay rides [in conjunction with your country western weekend dinner-dance] pool parties with the most favored barbecue; cultural events, such as trips to museums; concerts; and historical sites.

Children are of special concern to Moose Legionnaires. Here are some events that work very well in every community. Entertainment can come from the ranks of the Lodge Moose Legion Committee and your always faithful

Chapter members. Decorations can be clever, simple, and cost effective. If children come, can parents [and grandparents] be far behind?

Be careful to select the age group you want to serve and the quality of the refreshments: Breakfast with Santa or the Easter Bunny; back to school [gifts and useful items like books, pen and pencil sets, dictionaries, etc. either as door prizes or favors]; Easter egg hunt [with your chairman in full bunny rabbit regalia]; Halloween [with costume prizes and/or a corrugated cardboard haunted house]; innumerable kinds and types of essay and poetry competitions on every subject; and sports events from hopscotch through archery, and team sports [perhaps father-son, mother-daughter competitions].

There's a lot to be said for ongoing programs such as potlucks or weekly family night dinners, regularly scheduled sports such as pool, bowling, darts or horseshoe tournaments, or bridge or chess competition at your Lodge.

Many members would enjoy major TV sports Watching parties in the social quarters or have a room set aside for the Moose Legionnaires and their families. The creation of in-Lodge special activity groups can be welcome such as singles dance group, RV Roadburners, bridge and poker groups, trivial pursuit and board game activities, rod and gun clubs; motorcycle touring or observed trails groups, or bicycling groups all have the potential to create interest among members.

All of these and more help your Lodge Moose Legion become the generator of ongoing fraternity and fun for all members. If possible, provide a dependable source of support for your Lodge; and, as such remain an active participant in the International and community service goals for which the 'Degree of Service' is noted.

Incidentally, if your Lodge Moose Legion Committee comes up with a smashing idea, why not write it down, and send it along to the International Moose Legion Department at Moose International - perhaps someone else would like to try your idea.



## BOTTOM LINE

Since 1913, Moose Legionnaires have been the backbone of every successful Lodge operation, a tradition which is stronger today and will be continually enhanced in the years ahead. Our Lodges continue to need, perhaps even more today than yesterday, the dedication and loyalty possessed by Moose Legionnaires.

A proven fact ... no Lodge can remain strong and grow without Moose Legionnaires being active and involved in all phases of the Lodge operation. Behind every successful Moose

lodge is a successful Moose Legion Committee!

Remember, in the United States and Canada, International Moose Legion Ambassadors, Area Managers and the entire staff at Moose International is always willing to be of assistance. Moose Legionnaires in Lodges of Great Britain will want to contact the Chief Executive Officer of the Grand Lodge of Great Britain at his headquarters in British Mooseheart.

# ADDENDUM



## ORIENTATION POSTERS SCRIPTS

and

## SAMPLE LETTERS

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# SUGGESTED SCRIPT FOR POSTERS



*Scripts can be modified to fit the presenter's style of presentation. This part of the orientation should take no longer than one-half hour.*

## **Poster # 1 -- Who?**

Moose Legionnaires come from all walks of life and occupations. They are leaders in their communities, provinces, states and our nations. Moose Legionnaires also prevail in all positions of responsibility within the Moose fraternity. They are all Moose members who believe in "doing some good thing for someone each day".

## **Poster # 2 - What?**

The Moose Legion is known as the 'Degree of Service'. The purpose of the Moose Legion is to band together those loyal and devoted members of the Moose who desire to make further contributions to the humanitarian objectives of our Order. It is also affectionately known as the 'Playground for the Doers of the fraternity'. (explain the 'fun' things that happen within your Lodge Moose Legion Committee and at the Celebrations)

## **Poster # 3 -- History**

Give a brief history as outlined on poster and from information provided at the front of this Guide To Success.

## **Poster # 4 -- Accomplishments**

Review accomplishments. This is a list of major projects in support of Mooseheart and Moosehaven that were totally financed through the Moose Legions, except where otherwise indicated. The projects are impressive and the total contributions are in the millions of dollars. Concentrate on what these projects mean to the children and to the aged, and how, through the Moose Legion, the individual Lodge member can make a difference.

## **Poster # 5 - Why?**

Membership in the Moose Legion will subject Lodge members to many new opportunities in their Lodge. Theme parties, sporting events, community service projects, and other unique activities for them and their family. In addition to these programs, a Moose Legionnaire will get better acquainted with fellow Lodge members and make new friends throughout the fraternity. Special social

activities called Moose Legion Celebrations are scheduled at various lodges within the jurisdiction of the Moose Legion. These Celebrations serve as a means to share ideas and good times with fellow Moose Legionnaires.

Also, leadership skills may be developed through active participation at the local Lodge Moose Legion Activities Committee, or, within the Moose Legion jurisdiction. In addition, your Moose membership card will have the Moose Legion logo in the lower right corner designating your membership in the Moose Legion.

Plus, membership in the Moose Legion is a requirement for becoming a member of the higher degrees of the Order: the Fellowship Degree of Honor and the Pilgrim Degree of Merit. These higher degrees are conferred upon those Moose Legionnaires who go the 'extra mile' in their Lodge, Moose Legion and other units of the fraternity.

## **Poster # 6 - Am I Eligible?**

Emphasize the requirements and the heartfelt feeling of achievement in 'doing some good thing for someone each day'.

## **Poster # 7 - Where and When?**

Explain that they can start the process today and here at this orientation – as long as you have met the eligibility requirements.. Complete the application, pay the fees and dues and then attend a Celebration conferral. Provide time, date and who is invited to Celebration and explain the fun they can look forward to on that day, AND, in the days to come.

**IMPORTANT:** After orientation follow-up with personal contact, especially with all who completed an application. Keep the applicants posted on Lodge committee meetings, the enrollment and any other Moose Legion activities.

**NOTE:** You will also want to stay in contact with those who didn't join as they may change their mind. The activities that the Lodge Moose Legion Committee plans and executes will make a difference in reversing these Lodge member's decision.

**WHO BELONGS  
TO THE  
MOOSE LEGION?**



*MOOSE MEMBERS FROM . . .*

**ALL WALKS OF LIFE**

**VARIOUS OCCUPATIONS**

*MOOSE MEMBERS WHO ARE . . .*

**COMMUNITY LEADERS**

**FRATERNAL LEADERS**

**ALL WITH ONE PLEDGE -**

*TO DO SOME GOOD THING  
FOR SOMEONE EACH DAY*

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**WHAT IS THE  
MOOSE LEGION?**



**DEGREE OF SERVICE**

**YOUR NEXT STEP  
IN FRATERNALISM**

**ESTABLISHED IN 1913,  
THE MOOSE LEGION  
IS RESPONSIBLE FOR...**



**SOME OF THE MOST  
SPECTACULAR ACCOMPLISHMENTS  
WITHIN OUR ORDER . . . . .**

*MOOSEHEART — MOOSEHAVEN*


*PROGRESS IN OUR LODGES*

*SERVICE TO THE ORDER*

*LEADERSHIP IN THE FRATERNITY*

**IT'S CALLED. . . 'PRIDE IN SERVICE'**

# JUST ONE PAGE FROM THE MOOSE LEGION RECORD

- 
- 1913 - MOOSEHEART DAIRY HERD  
1914 - LOYALTY HALL  
1917 - WEST LEGION HALL  
1922 - FEZ HALL  
1922 - MOOSEHAVEN HALL (with the WOTM)  
1949 - MOOSEHAVEN COMMUNITY BUILDING  
1950 - MOOSEHEART'S CAMP ROSS  
1950 - HOUSE OF GOD (with other units)  
1953 - MOOSEHEART FAITH HALL  
1954 - MOOSEHEART HIGH SCHOOL (with other units)  
1958 - MOOSEHAVEN LEGION HALL  
1967 - MOOSEHEART'S STUDENT BANK  
1971 - MOOSEHEART'S MUSEUM OF MOOSE HISTORY  
1980 - MOOSEHAVEN'S JUBILEE HALL  
1980 - MOOSEHEART'S LEGION HALL  
1982 - MOOSEHEART'S STADIUM METRIC TRACK  
1985 - MUSEUM OF MOOSE HISTORY ADDITION  
1991 - MOOSEHAVEN'S SENIOR MEDICAL PROGRAM  
1992 - CAMP ROSS RENOVATION AND WINTERIZATION  
1995 - METRIC TRACK RESTORATION  
1996 - LOYALTY HALL TO A LEARNING CENTER  
2001 - CAMP ROSS SWIMMING POOL RESTORATION  
2003 - HOUSE OF GOD RENOVATON  
2004 - REPLACE COMPUTERS IN LOYALTY TRAINING CENTER  
2005 – House of God Flat Roof Project  
2006 – Campanile Bell Tower Restoration and \$93 for Flight 93 Memorial  
2007 & 2008 – Mooseheart Powerhouse Project  
2008 – Emergency Tornado Sirens on the Mooseheart campus and Air Conditioner for the Moosehaven Chapel and Picnic Pavillion Area on the Moosehaven campus and the President's "Little Willey" project raising Endowment Funds  
2009 – Mooseheart transportation Vans and the President's Project for the Red Rambler Blocking Sled and other sports equipment and funded Mooseheart J. J. Davis home student trip to Moosehaven and luggage trailer  
2010 – Mooseheart Light Poles and the President's Project for Rediker software for the Mooseheart Schools and funded Mooseheart J. J. Davis home student trip to Moosehaven.  
2011 and beyond – There is more to follow. We have only just begun to write the story.

*IT'S CALLED . . . FUN IN SERVICE!*

# WHY BECOME A MOOSE LEGIONNAIRE?



**NEW OPPORTUNITIES**



**MAKE NEW FRIENDS**



**EXPAND FRATERNAL SERVICE**



**DEVELOP LEADERSHIP SKILLS**



**ESTABLISH FOUNDATION FOR  
ADVANCEMENT**



**STRENGTHEN YOUR MOOSE  
LODGE**

# AM I ELIGIBLE TO JOIN?



**Yes!!!!**

**Members of the Loyal Order of Moose are qualified for membership in the Moose Legion if they meet the following eligibility requirements:**

- 1) Must be an active Lodge member and**
- 2) Must have completed 1 year of Lodge membership and**
- 3) Must have sponsored 1 Lodge application that has been accepted through LCL.Net**

**OR**

- 1) Must be an active Lodge member and**
- 2) Must have completed 6 months of Lodge membership and**
- 3) Must have sponsored 3 Lodge applications that have been accepted through LCL.Net**

**OR**

- 1) Must be an active Lodge member and**
- 2) Must be a former Moose Legionnaire**

**Then yes, You are eligible to advance  
to the Degree of Service**

# WHERE AND WHEN DO I JOIN THE MOOSE LEGION?



## WHEN YOU MEET THE REQUIREMENTS OF ELIGIBILITY

- 1) GET AN APPLICATION FROM  
ANY MOOSE LEGIONNAIRE
- 2) PAY REQUIRED FEES AND  
DUES and ATTEND A  
CONFERRAL CEREMONY

# ***CELEBRATE!!***

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## **SAMPLE LETTER TO SPONSOR:**

Dear \_\_\_\_\_:

I take this opportunity to say "Thank You" for sponsoring (name of candidate) for elevation to the Moose Legion, and I hope to see you both at our Moose Legion Orientation Program scheduled for (day and date), starting at (time). We will have refreshments and snacks available.

Most of all, I want to thank you for acting with determination to make our new member program work. Sharing your enthusiasm of the Moose Legion with (name of candidate), will extend the impact and service of our Moose Legion and our Order so everyone, particularly those whom we serve at Mooseheart and Moosehaven, always have the best protection and security our fraternity can offer.

Cordially and fraternally,

(name)

## **SAMPLE LETTER TO CANDIDATE OR PROSPECT:**

Dear \_\_\_\_\_:

Just a note to let you know we're looking forward to extending a personal welcome to you at our Moose Legion Orientation Program, scheduled for (day and date), at (time), in the Lodge ballroom. Refreshments and snacks will be served.

During our brief program, you'll get a chance to learn the who, what and why of Moose Legion membership. Plus, you will learn how Moose Legionnaires have made this pledge ... "to do some good thing for someone each day" ... a reality for those whom we have been serving since 1913. Your advancement to the Degree of Service of our Order really does makes a difference in a lot of lives.

See you there!

Cordially and fraternally,

(name)