

**MINNESOTA
CATHOLIC DAUGHTERS OF THE AMERICAS**

CALL TO CONVENTION

50TH BIENNIAL STATE CONVENTION

APRIL 20, 21 & 22, 2023



HOLIDAY INN DETROIT LAKES – LAKEFRONT

1155 Hwy 10 East

Detroit Lakes, MN 58501

218-847-2121



CATHOLIC DAUGHTERS OF THE AMERICAS STATE CONVENTION 2023

INFORMATION

50TH BIENNIAL STATE CONVENTION

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HOLIDAY INN DETROIT LAKES – LAKEFRONT – DETROIT LAKES

December 2022

TO: Father Larry Delaney, Emily Guillerme, Mary Impellizeri, Past State Regents, Local Court Regents, District Deputies and State Chairs.

FROM: Mary Pufall, State Regent, Monica Capra, 1st Vice Regent, Cathy Nelson, 2nd Vice Regent, Jeaneen Nelson, State Secretary, and Vera Hannig, State Treasurer.

This is the Official Call to State convention

Your State Officers, the State Convention Committee - Court Holy Rosary, Detroit Lakes, has honored us by planning and preparing for the 2023 State Convention. Their wonderful hospitality and enthusiasm will be evident to all of us in April. Thank you to all the courts who have responded to hosting the various meals during the convention and all the Court members who are serving on committees. This is the second document to bring you some additional information as well as repeating some of the information in the Initial Call.

Convention Theme: Celebrating a Century of Faith, Hope and Love

Our 2023 State Convention Theme Song: Where Charity and Love Prevail

Convention Committee Assignments have been made for Court Regents, District Deputies and State Chairs. Your talents are needed to make this a prayerful, fun, memorable and successful convention. The list of the duties for the committees are found in this document. If anyone has conflicts, please notify Mary Pufall, State Regent as soon as possible so your task can be reassigned. Call 218-686-4852 or e-mail: marypufall@gmail.com

Circle of Love report forms have been sent to the Local Regents and are available on the website <http://www.mncda.com> Please give these forms to your chairpersons. Regents do not complete them; they are to be completed by your Local Chairperson in that program area. Please select someone to serve if you have not specifically appointed a Chair. Assist them in completing the form and send it to the appropriate State Chair by March 1. The State Chairperson is listed on the form. Deadlines are very important so to allow time for judging and printing.

STATE PROJECT will be voted on at the Convention. Suggestions for a new project(s) must be presented to the State Regent no later than March 1, 2023, in written form or email. The past two years our project has been the Support of the Seminarians in the 5 dioceses of MN and the Archdiocese of St. Paul and Women's Religious Programs. Each member is assessed \$2.00 per year. Be specific of your intentions and implementation for the funds. No new presentations will be made at the convention. All Regents will be sent the suggestions via email so their courts will have the time to discuss with the voting delegates and alternates and be better informed before the convention.

STATE FUNDRAISER ideas/suggestions could also be voted on at the Convention. The past two years our fundraiser has been \$4.00/member/year. Suggestions for a new state fundraiser must be presented to the State Regent no later than March 1, 2023, in written form or email. No new presentations will be made at the convention. All Regents will be sent the suggestions so their courts will have time to discuss with the voting delegates and alternates and be better informed before the convention.

RESOLUTIONS are formal statements of beliefs of an organization voted in by the membership with the intent of being binding on its membership. When members vote in favor of a resolution, they support the intention of the resolutions and adhere to it. A simple majority vote is required to pass a resolution. The introductory "Whereas" statements are supporting reasons for passing the resolution, and finally the formal statement of the resolution is presented. Due February 1. Once passed, they will be placed on the web site to review. The resolutions committee checks the appropriateness of the resolutions for Catholic Daughters.

Proposed Bylaw Amendments: Local courts may submit proposed amendments to the CDA bylaws. These must be voted on at a local court meeting and submitted to the State Regent. After approval at the State Convention, they will be forwarded to the National Committee for final presentation at the 2024 National Convention.

HOSTING STATE CONVENTION 2025 – Would your court like to host the next State Convention? Two or more courts may wish to work together in hosting the next State Convention. Doing so provides Court members the opportunity to work together and with surrounding Courts. What is expected? Hotel Accommodations of approximately 75 sleeping rooms, a meeting room to accommodate approximately 150 persons and lunches and banquets to serve approximately 150-200. If interested, please notify the State Regent.

INVITE YOUR COURT CHAPLAIN TO THE CONVENTION – Regents, the State Convention is getting closer. April 20,21 & 22 at the Holiday Inn Detroit Lakes – Lakefront in Detroit Lakes, MN is fast approaching. Please consider inviting your Court Chaplain, and/or your Local Court Priest and Deacon to attend. They are invited to co – celebrate at the Mass on Friday at 5 pm. Expenses would need to be sponsored by your local Court or individually paid.

SHARE THE INFORMATION: Please share this packet of information with your court members immediately. All the deadlines are listed in this packet of information. Any questions, please call a State Board Officer. Your understanding and appreciation of Catholic Daughters will grow. **We look forward to having every court represented at this convention.**

DEADLINE SUMMARY WITH REVISIONS

The following deadlines have been established to assist Local Courts, Officers, State Chairs and District Deputies in submitting information in a timely manner.

February 1

- Candidate Credentials for State Office must be submitted to Joan Welscher, State Nominations Committee Chair, Court St. Mary Peter ##1864 Mazeppa-Bellechester. 34006 Hwy 58 Blvd. Goodhue, MN 55027 joanwelscher206@gmail.com 507-951-0975
- Submit Court videos and photos to Monica Capra
- Local Education Contest submissions due

March 1

- Local Education Contest Entries to State Education Chair
- Local Court Regent Reports to Mary Pufall
- State Chair Reports to Mary Pufall
- Names of Delegates and Alternates to Mary Pufall and Jeaneen Nelson
- Voting Credential Forms to Jeaneen Nelson, State Secretary
- Convention Registration and Fees to Jeaneen Nelson.
Registration information: send e-copy only to State Regent, Mary Pufall
marypufall@gmail.com
- Courts are encouraged to submit a State Project proposal, State Fundraiser Proposal, Proposed Amendments to the Bylaws and Resolutions. They must be voted on by your court at a regular meeting prior to submission. Submit these items to Mary Pufall
- Submit bids for the 2025 State Convention to Mary Pufall
- Submit List of Deceased members since April 2021 to Mary Pufall. Please let Mary Pufall know of any additional names after this date
- Submit list of **new** 50-year members (or those not previously recognized) since April 2021 to Mary Pufall. Other 50 + year members are welcome to attend. The Local Court or the individual may pay for the expenses. Recognition will be Saturday at noon
- Submit Local Court Circle of Love and Program State Chair reports to respective State Chair

April 1

- Meal Reservations and Fees to Barbara Schmidt, 26324 N Tower Rd, Detroit Lakes, MN 56501-7960 with Court Check made out to MN CDA.
- State Chairs submit Circle of Love and State Program Report most notable entries to 1st Vice Regent, Monica Capra. These reports will be available for you at the Convention.
- Room Reservations due to the Holiday Inn Detroit Lakes. The rate is \$149.99 plus tax for Standard Room and \$169.99 plus tax for Lake View.
Call the Holiday Inn directly at 218-847-2121 and ask for the Catholic Daughters block.



MINNESOTA STATE CONVENTION TENTATIVE AGENDA **APRIL 20, 21 & 22, 2023**

CELEBRATING A CENTURY OF FAITH, HOPE AND LOVE

PRE-CONVENTION COMMITTEE MEETINGS: THURSDAY, APRIL 20, 2023

- 3:00-7:00 PM** Early Registration: The Holiday Inn outside the convention hall. Raffle Basket & Country Store drop off: Birthday Party Room next to the Pool.
- 6:00 PM** Financial Review Committee in the Executive Conference Room
- 7:00 PM** Credentials Committee in the Pelican Room, Election Committee in the Tamarac Room, Resolutions Committee in the Cormorant Room, Nomination Committee in the Icecutter Room. Court Room Detail, Convention Room Detail, Rules, Timekeepers and Display area committees will meet in the Fireplace Lounge.
- 8:00- 10 PM** Thursday Night Fun and Frolic in the Convention Hall. Grazing Table (no cost) and Cash Bar available. Skits, Visiting and MORE! Come and renew friendships and meet new CDA Sisters. **Everyone is invited.**

Friday April 21 Red, White and Blue Day*Convention Officially begins at 9A.M**

- 6:30-7:30** Adoration and Rosary with Benediction in the Fire Place Room
- 6:30-8:00** Breakfast on your own
- 7:30-8:45** Raffle Baskets, Country Store and CDA Store OPEN in the Birthday Party Room. Exhibit, Display Boards and Scrap Book tables available
- 7:00-1:00** Registration: Holiday Inn outside the convention hall.
- 8:45** State officers and Court Regents (or representative) line up outside the meeting room for opening session entrance. Speakers and special guests line up to enter together to be seated on the dais. Two Assistants will assist with the entrance lineup.
- 9:00** Posting of the Colors
 Convention Opening: Mary Pufall, State Regent presiding
 Opening Prayer: Father Larry Delaney, State Chaplain, Crookston Diocese
 Opening song
Welcome/Greetings
 Introduction of State Board Officers
 Father Larry Delaney, State Chaplain
 Father Chuck Huck, Pastor, Holy Rosary, Detroit Lakes
 Chamber of Commerce President if available
 Grand Knight if available
 Mary Impellizeri, National Director, New York
 Shirley Seyfried, Past National Regent from MN, Court St. Cabrini #1466
 Past State Regents who are present will be introduced and speak later
 2023 State Convention Chair: Laurie Lewandowski

Local Court Regent of sponsoring court: Janet Reller

Pages for Convention will be two Sponsoring Court Attendees. Pages will collect messages and deliver them as needed.

Roll Call of Delegates: Jeaneen Nelson, State Secretary, Ct. Queen of Peace #1588

Credentials Chair Report: Deb Lutmer, Ct. St. Bernard #866

Rules Committee Report: Terese Hall, Court St. James #1820

Parliamentary Procedure: Zonda Befort, St. Parliamentarian, Ct. St. Mary Peter #1864

Reading of Communications: Jeaneen Nelson, State Secretary, Ct. Queen of Peace #1588

2021 Convention Minutes Approval

Introduction of Special Convention Secretary: Renae Twigg

10:30 10-minute break

10:40 **Financial Review Committee Report:** Margee Keller, Ct. St. Cecelia #2025
Treasurer's Report: Vera Hannig, State Treasurer
Secretary's Report: Jeaneen Nelson, State Secretary
National Report: Mary Impellizeri, National Director

12:00-1:00 **Luncheon**
Guest Speaker
Host Court: Court St. Rita #409, Perham
Toastmaster: Vera Hannig, State Treasurer
Invocation: Leanne Stoll, Regent, Court St. Rita #409, Perham
Presentation of Education Awards:
Benediction: Janel Alstadt, Vice Regent, Court St. Rita #409, Perham

1:20-1:40 **Break:** Raffle Baskets open!

1:40 **Business Session Resumes**
Credential Report: Deb Lutmer, Regent, Court St. Bernard #866 Lismore
Nominating Committee: Joan Welscher, Court St. Mary Peter #1864, Mazeppa-Bellechester

Introduction of Candidates for State Office

Nomination of the 2023 Nominating Committee

Tribute to Retiring State Chairs & Welcoming New State Chairs:

Monica Capra, First State Regent

Recognition and Reports of the State Chairs: Monica Capra

In a brief report each State Chair will announce the title and placement of the three most memorable Local Court Activities. Each State Chair will submit a written report.

Additional information on most memorable projects will be available in the convention packet.

State Chair Reports

Spiritual Enhancement: Evonne Seivert, Ct. Joan of Arc #1291, Marshall
Education:
Quality of Life: Margee Keller, Ct. St. Cecelia #2025, Red Lake Falls
Youth & JCDA: Marlys Knuth, Ct. Queen of Peace #1558, Slayton
Legislation: Brandy Pelzel, Ct. St. Mary #509, Moorhead
Family: Kathy Bastianelli, Ct. St. Margaret #1888, Eveleth
Leadership: Ellen Huneke, Ct. St. Mary Peter #1864, Mazeppa-Bellechester and Nancy Bambenek, Ct. St. Charles #1791, St. Charles
Publicity: Bonnie Hein, Ct. St. Cabrini #1466, Fergus Falls
Website: Joan Welscher, Ct. St. Mary Peter #1864, Mazeppa-Bellechester

Standing Break: Stand and Stretch-be reseated

State Newsletter: Jackie Svenby, Ct. St. Anne #1840, Medford
Gummi Bears: Sara Miller, Ct. St. Mary #509, Moorhead
SOS Program: Rita Young, Ct. Plainview #497, Plainview
Women's Religious: Colleen Peplinski, Ct. Winona #191, Winona
Court Development: Shirley Seyfried, Ct. St. Cabrini #1466, Fergus Falls
Court Retention: Lois Nelson, Ct. St. Anne #1840, Medford

Honoring our Past State Regents: Greetings from Margee Keller

New Business items will be presented at this time.

State Project Proposals

Proposed Resolutions for Consideration

Fundraiser proposals will be presented at this time

Recommendations of the State Board:

State Project: No additional funds proposed, maintain the current amount of \$2.00 per year.

State Dues: The State Board proposes an additional \$1.00 per member increase, total will be \$5.00/member/ year. Rationale: Costs of maintaining business operation of the State Board have increased.

State Fundraiser: The State Board proposes an additional \$1.00 per member increase, total will be \$5.00/member/year. Rationale: Costs of maintaining business operation of the State Board have increased.

State Convention 2025: Seeking host court(s)

3:30

Closing Prayer: Marlys Knuth, Immediate Past State Regent,
Ct. Queen of Peace #1558, Slayton

Meeting in Recess

All Court Officers will robe for Mass-- As a reminder, robes are carried, not worn to Mass.

3:50 All Officers: Leave to get to church to robe for Mass. Room for changing will be provided.

Delegates and guests: Seek carpooling to attend Mass.

4:30 Memorial and Patriotic Mass at Holy Rosary Catholic Church, 1043 Lake Avenue
Mass Celebrant- Father Larry Delaney concelebrating with other Priests and Deacons in attendance.

Mass Booklet will provide the order of the Mass, songs, readings, lectors, etc.

Memorial Service for all deceased members since the last convention. Our deceased sisters will be honored and recognized with a gift donated by the Host Court.

Installation of New State Chaplain

6:00 Social and Banquet at the Holiday Inn

6:30 Banquet- Hosts: Ct. St. Mary #509, Moorhead

Toastmaster: Cathy Nelson, Second Vice State Regent

Invocation: Gina Wander, Regent Court St. Mary #509, Moorhead

Speaker:

Benediction: Jodi Mayo, Vice Regent Court St. Mary #509, Moorhead

8:00-9:30 Raffle Baskets open

8:00-9:00 Meet the Candidates—Learn about the candidates. Each State Chair will have a Poster to display about their area of assignment.

Saturday, April 22, 2023

6:30-7:30 am Adoration and Rosary with Benediction-Fireplace Room

7:00-8:30 Breakfast on your own

7:00-8:45 Raffle Baskets open

7:00-12:00 Registration open

8:00-8:30 **VOTING – Delegates only.**

MUST BE SEATED BY 8:00 AM in Convention Meeting Room

9:00 Business Session Continues in convention hall

Opening Prayer: Father Larry Delaney, Past State Chaplain

Opening Song

Credentials Report: Deb Lutmer, Ct. St. Bernard #886, Lismore

Report of Election of Officers Results—Lois Nelson, Ct. St. Anne #1840. Medford

Report of 2023 Nomination Committee Results

Report of 2025 State Convention Site

Report on State Dues Results

Report on State Fundraiser Results

BREAK 10 minutes

Circle of Love Reports continue

12:00 Luncheon
Host Court: Court St. Cabrini #1466, Fergus Falls
Toastmaster: Jeaneen Nelson, State Secretary
Invocation: Sharon Stevens, Regent Court St. Cabrini #1466, Fergus Falls
Recognition of 50 plus year members: Mary Pufall, State Regent
Benediction: Bonnie Hein, Vice Regent, Court St. Cabrini #1466, Fergus Falls

1:15 Business Session Resumes

Tribute to Retiring District Deputies and Welcoming New District Deputies
Honoring our Past State Regents: Addresses from Past State Regents
Selection of Delegates to the 2024 National Convention
Final Credential Report - Deb Lutmer, Ct. St. Bernard #886, Lismore
Closing Prayer: Shirley Seyfried, Past State and National Regent Court St Cabrini
#1466, Fergus Falls

3:30 Raffle Baskets closes-Pick up items now or after the banquet
Retiring of the colors

4:15 Depart for Mass – Holy Rosary Catholic Church

5:00 Installation Mass of State Officers

6:30 Social Gathering – Holy Rosary Church
Reception Line for new State Officers

7:00 Banquet – Holy Rosary Church
Host Court: Court Holy Rosary #1916 Detroit Lakes
Toastmasters: Mary Pufall, Court St. Mary #509, Moorhead
Monica Capra, Court St. Mary Peter #1864, Mazeppa-Bellechester
Invocation: Janet Reller, Regent Court Holy Rosary
Speaker: Tim Eggebraaten
Tribute to Retiring State Officers: Monica Capra and Cathy Nelson
Benediction: Laurie Lewandowski, Vice Regent Court Holy Rosary
Closing Remarks: Mary Impellizeri, National Director

Thank you! 2023 Convention Committee and Host Court
Chairman Laurie Lewandowski and Members of Court Holy Rosary
for providing your time, talent and energy to bring us this wonderful and
memorable Convention and 100th Anniversary Celebration

MNCDA OFFICER'S REMINDERS

- All Officers are to bring robes for the opening Friday evening Mass. Make sure robes are cleaned, pressed and are 11 inches from the floor. WHITE SHOES. NO slacks or long skirts that are visible beyond the length of your robes, small post earrings
- Bring the 2021 Minutes of the State Convention. These will be emailed to you along with this Call to Convention
- Each Court is asked to bring an item for the Raffle Baskets valued at \$50.00. You may bring two items valued at \$25.00, five items valued at \$10.00 or any combination that equals the \$50.00. Bring your Raffle Basket items with you to the Registration Table on Thursday or Friday at the Holiday Inn. Country Cupboard-canned goods, preserves, craft items, etc. may also be brought. Members may also bring items for Raffle Baskets and Country Cupboard.
- Friday, opening day at the convention is Patriotic Day. Please wear red, white and blue to show support for our troops.
- Memorial Service will be held Friday at 4:30 pm at Holy Rosary Church. Send names of deceased members since the 2021 Convention to Mary Pufall.
- Fifty Year Plus members will be recognized at Saturday's Luncheon. Submit names to Mary Pufall by March 1. Each Court must make arrangements for reservations and purchase luncheon tickets for their own members. All fifty year plus members will be recognized at the State Convention.
- Candidates Night will follow the Friday night banquet. The Nominating Committee Report will be sent to Regents. This allows time to discuss before convention.
- Installation of the 2023-2025 State Officers will be at the Saturday evening Mass at Holy Rosary Church. Mass is at 5 p.m. Reception line will be at social hour prior to the banquet at Holy Rosary Church following Mass.
- Pray for the success of the 2023 State Convention.



CELEBRATING A CENTURY OF FAITH, HOPE AND LOVE 2023 MINNESOTA STATE CONVENTION

Election of Delegates to the State Convention

As per our bylaws for election of delegates according to Article X, Section 5 of the Bylaws, each local court shall be entitled to elect delegates and alternates to the State Convention on the following basis:

Section 5 Conventions

State Convention

- A. Local Courts shall elect delegates to the State Convention at a business meeting preceding the deadline for submitting delegate registration to the State Regent.
- B. The number of delegates shall be determined by dues billed by the National Office as of November 15 of the preceding year.

Representation shall be:

- a. One (1) delegate, the Regent if she attends.
- b. An additional delegate for each twenty-five (25) members or major fraction thereof.
- c. The local court may elect up to two (2) times the number of alternates for election of delegates.
- d. Expenses to the State Convention MAY be paid by the local court

The National Office sent a mailing to all Court Regents indicating the number of members for which your court was billed on November 15, 2022, and the total number of delegates you are entitled to elect to our 2023 Minnesota State Biennial Convention.

The names of both your delegates and & alternates are to be sent to State Secretary Jeaneen Nelson, 2917 Norwood Avenue, Slayton, MN 56172 and State Regent Mary Pufall, 628 32nd Street N, Moorhead, MN 56560 by March 1.

ALL NATIONAL AND STATE DUES MUST BE PAID PRIOR TO THE CONVENTION

CELEBRATING A CENTURY OF FAITH, HOPE AND LOVE
2023 MINNESOTA STATE CONVENTION REGISTRATION FORM

Court Name: _____

Court Regent: _____

Regent's Address: _____

Regent's Phone #: _____

Regent's Email Address: _____

Registration Fees: @\$45

Number of Delegates _____ @ \$45.00 = _____

Number of Non-Delegates: _____ @ \$45.00 = _____

Total Amount Enclosed for Registration.....= \$ _____

Please write names and addresses of all delegates on sheet provided

Make checks payable to MN CDA and write "Convention Registration"
in lower left-hand corner.

Registration Deadline is March 1, 2023

Refunds given until April 1, 2023 - Must notify State Regent in writing

Special Needs: Do any of your delegates need special handicap seating?

Please specify:

Mail registration form, names and fees to:

Jeaneen Nelson, State Secretary

2917 Norwood Avenue

Slayton, MN 56172

LIST OF REGISTRANTS

Delegates	Address

Alternates	Address

LIST OF REGISTRANTS

Clergy/Court Chaplains

Address

Non Delegates

Address

Non-Delegates are individuals such as District Deputies or State Chairs who do not attend as Delegates from their local court but attend as representatives of the State Court. They receive some reimbursement of expenses.

Non-Delegates may also be individuals who are attending for a special purpose and need to have the badge to enter the Convention floor.

VOTING CREDENTIAL FORM 2023

Court Name: _____ No: _____ City _____

Delegate Printed Name	Delegate Signature	Signature at Convention

This is to certify that the above named individuals are
Accredited Delegates to the 2023 State Convention.

Local Court Regent's Signature _____

Local Court Financial Secretary's Signature _____

Please complete this form and **return it by March 1st**

To:

**Jeaneen Nelson, State Secretary
2917 Norwood Avenue
Slayton, MN 56172**

VOTING CREDENTIAL FORM 2023

Court Name: _____ No: _____ City _____

Alternate Printed Name	Alternate Signature	Signature at Convention

This is to certify that the above named individuals are
Accredited Alternates to the 2023 State Convention.

Local Court Regent's Signature _____

Local Court Financial Secretary's Signature _____

Please complete this form and **return it by March 1st**

To:

**Jeaneen Nelson, State Secretary
2917 Norwood Avenue
Slayton, MN 56172**

VOTING CREDENTIAL FORM 2023

Court
Name: _____ **#** _____ **City** _____

State Officer printed name State Officer Signature Signature at Convention

Past State Regent Printed Name Past State Regent Signature Signature at Convention

**Note: if you have a current State Officer or a Past State Regent in your court,
It is not necessary to elect her as a Delegate as she is an automatic Delegate.**

This is to certify that the above-named individuals are paid members in good standing.

Local Court Regent's Signature _____

Local Court Financial Secretary's Signature _____

**Please complete this form and return it by March 1st to
Jeaneen Nelson, State Secretary
2917 Norwood Avenue
Slayton, MN 56172**



Meal Reservation Form

CELEBRATING A CENTURY OF FAITH, HOPE AND LOVE

2023 MINNESOTA STATE CONVENTION

*Please print or type all information	
Court Number:	Court Name:
Name (Last):	First:
Address:	Phone:
City:	State: MN Zip:
E-mail (must be provided for confirmation):	

1. Send the original forms (Pages 1 & 2 and Dietary Needs) by **April 01, 2023** to the Meal Reservation Chairman:
 Barbara Schmidt
 26324 N Tower Rd
 Detroit Lakes, MN 56501
2. Send one copy of meal reservation form (page 1 & 2) to your State Regent.
3. Bring your copy to the Meal Reservations table at Registration to pick up your tickets.
4. Reservations can be made by Local Court Regents and paid for with a Local Court check, or individually.
 *Make check payable to: *Minnesota CDA* with a notation "*Meal Reservation*" in the corner.
5. Those attending the meals only are not required to pay daily registration fees.
 *******NO REFUNDS AFTER APRIL 10, 2023*******

EVENT	COST	Number of meals	TOTAL
Friday Lunch: <i>Italian Buffet</i>	\$25 pp		\$
Friday Dinner: <i>Roasted Turkey, Stuffing, Glazed Carrots</i>	\$35 pp		\$
Saturday Lunch: <i>Hot Roast Beef Sandwich, Anniversary Cake</i>	\$25 pp		\$
Saturday Dinner: <i>Pecan Crusted Chicken or Breaded Boneless Pork Chop</i>	\$35 pp		\$
Total Enclosed (Submit meal reservation form with a separate check for meals.) *Make check payable to: <i>Minnesota CDA</i> with a notation " <i>Meal Reservation</i> " in the corner.		Total # of meals	\$

☐ Check here if you have Special Dietary Needs. You must also submit the Special Dietary Needs form.

Meal Reservation Form (Page 2)

Please print names. Put an "x" under each meal to be reserved.

		Friday		Saturday	
		Lunch	Dinner	Lunch	Dinner
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
	Totals: Please make sure the number of reserved meals on this page matches the number of reservations on page 1				



Meal Reservation Form
CELEBRATING A CENTURY OF FAITH, HOPE AND LOVE
2023 MINNESOTA STATE CONVENTION

SPECIAL DIETARY NEEDS

(Send this form with meal reservation form)

*Please print or type all information	
Court Number:	Court Name:
Name (Last):	First:
Address:	Phone:
City:	State: MN Zip:
E-mail (must be provided for confirmation):	

SPECIFIC DIETARY CONCERN:

STATE CHAIRS AND DISTRICT DEPUTY INFORMATION

Please complete and send your registration form and check to Jeaneen Nelson, State Secretary. Please send and complete your meal reservation form and check to Barbara Schmidt, Meal Chairperson.

You are responsible to make your own room reservation at the Holiday Inn, Detroit Lakes. Please call the hotel directly and state you are with the Catholic Daughters. **Save all receipts.**

You are extremely valued by your State Officers. We have given you additional responsibilities at the State Convention and will reimburse you for the following expenses:

- Up to \$50.00 towards Convention meals
- Up to one-half cost of your hotel room
- Mileage

An expense form for your convention expenses and any other outstanding expenses will be made available at the convention. **Please turn in your expense form with receipts attached within 10 days after the close of the convention to Mary Pufall, State Regent.** All expenses, except mileage, need a receipt.

If any State Chair or District Deputy attends the convention as an elected delegate of her local court, the local court is responsible for all convention costs.

We encourage you to room with another State Chair or District Deputy or members of your local court. We ask you to use discretion with travel expenses. If you are traveling with local court members, or they are sharing your car, the expenses should be appropriately split rather than the State Court paying the entire amount.

Court Chaplain: Each local court is encouraged to ask your Court Chaplain to attend any or all of the convention and you are responsible for his/her expenses.

Mary Pufall, Monica Capra, Cathy Nelson, Jeaneen Nelson and Vera Hannig

2023 STATE CONVENTION COMMITTEES

Convention Chair

Laurie Lewandowski, Detroit Lakes

Nominating (Elected April 2021)

Joan Welscher, Mazeppa-Bellecheester

Sara Miller, Moorhead

Pat Foley, Waseca

Joan Joens, Wilmont

Elaine Fenicle, Pipestone

Laurie Lewandowski, Detroit Lakes, Alt

Ruth Broumley, Owatonna, Alt

Financial Review

Margee Keller, Red Lake Falls

Carla Brady, Medford

Melanie Nelson, Argyle

Paula Beyer, Winona

Lisa Diekmann, Lismore

Linda Schons, Detroit Lakes

Convention Minutes

Alana Kuznia, Argyle

Leanne Stoll, Perham

Convention Room Detail/Display Area

Jean Klavetter, Plainview

Lana Olivier, Currie

Gina Wander, Moorhead

Dawn Barchus, Eveleth

Evonne Seivert, Marshall

Credentials

Deb Lutmer, Lismore

Sharon Stevens, Fergus Falls

Marian Gavin, Caledonia

Theresa Steve, Wilmont

Rita Lear, Slayton

Elections

Lois Nelson, Medford

Ruth Kastner, Blue Earth

Tina Lewis, St. Charles

Betty Hager, Medford

Lisa Ouderkirk, Moorhead

Marie Lindquist, St. Peter

Liturgy Coordinator

April Spaeth, Detroit Lakes

Monica Capra, Mazeppa-Bellecheester

Rita Young, Plainview

Parliamentarian

Zonda Befort, Mazeppa-Bellecheester

Publicity

Bonnie Hein, Fergus Falls

Jackie Svenby, Medford

Resolutions

Kathy Bastianelli, Eveleth

Paula Curry, Marshall

Monica Thompson, Plainview

Marlys Knuth, Slayton

Rules

Terese Hall, St. James

Julie Hindman, Int'l Falls

Bev Philion, Red Lake Falls

Timekeepers

Linda Kazmierczak, Mazeppa-Bellecheester
(Friday)

Carol Haubrich, Pipestone (Friday)

Amy Kathman, Slayton (Saturday)

Kathy Schmidt, St. Peter (Saturday)

Chairpersons are noted in bold type. If you cannot attend and fulfill your commitment, please notify Mary Pufall. Further instructions will be provided to you for your assignment at a later date. Thank you in advance for serving on these committees!

MINNESOTA'S 50TH STATE BIENNIAL CONVENTION

Duties of the Display Committee

The purpose of this committee is to take all local court scrapbooks and memorabilia and place them in an orderly display in the area designated as the Scrapbook Display Area in the Meeting Room.

The scrapbooks may be put in place Thursday evening if the convention room is available. Otherwise, they should be in place 45 minutes prior to the start of the convention on Friday Morning, April 21, 2023.

The State Board may also have miscellaneous items available for the sale during registration or at breaks. Committee members should check with the State Officers for directions.

State Chairs have been asked to bring a display with information about their assigned area.

There needs to be a place for their display boards.

Thank you for participating on this committee.

Your State Officers,

Mary, Monica, Cathy, Jeaneen and Vera

MINNESOTA'S 50TH STATE BIENNIAL CONVENTION

Duties of the Resolutions Committee

The purpose of this committee is to examine all proposed resolutions. The committee determines which ones are accepted and recommended to the body of the convention and which ones to reject.

The resolutions Committee should meet the evening before the opening of the convention. (The chair should notify each member of the time and place of the meeting.) Each member will have received copies of the proposed resolutions and the duties of the committee—all need to be read prior to coming to the convention. (The current bylaws may also be used as a reference for resolutions pertaining to the good of the order.)

When the committee meets, the members should examine the merits of the resolution. Then as a committee, recommend whether or not to bring the resolution to the floor of the convention.

The Chair will be called upon for her report at the convention. If the committee is recommending adoption of a resolution, she should read the resolution aloud and states: "The committee moves the adoption of this resolution." (As it is a motion from committee, no second is necessary.) The State Regent will then take over for discussion and a vote on the resolution.

After the vote is taken, the Chair is again called upon to present the next resolution. If the committee does not recommend bringing a resolution to the floor, the chairperson simply states: "The committee does not recommend this resolution." She then moves into each of the next resolutions continuing to either recommend or not recommend each resolution until she has gone through all resolutions that have been sent to the committee. (A delegate could move that a resolution be reconsidered, and it would take a 2/3rds majority to have it come to the floor.)

Thank you for participating on this committee.

Your State Officers,

Mary, Monica, Cathy, Jeaneen and Vera

MINNESOTA'S 50TH STATE BIENNIAL CONVENTION

Duties of the Credentials Committee

The purpose of this committee is to assist with registration and to count the signatures of the delegates to recognize voting strength.

As each delegate or alternate registers at the convention, they will sign the voting credential form that was previously sent to Jeaneen Nelson, State Secretary.

If an alternate is replacing a delegate at the convention, the alternate will sign in place of the delegate.

Just before the opening of the convention and after registration is closed for the morning, the committee should count the number of registered delegates. At the opening of the convention, a roll call of delegates will be taken by the State Secretary. After roll call, the committee will retire outside the convention hall to count the number of delegates for voting strength. The number of delegates counted from the roll call should match the number of delegates on the voting credential form. If not, the numbers must be reconciled.

Once an accurate count is determined, the chair is asked for her report. She reports the number of voting delegates by title: i.e. State Officers 5, Past State Regents, Local Court Regents and delegates for a total of _____. She states the number needed for a majority – which is equal to one half plus one of the total number of delegates.

At the opening of each subsequent session whereby more delegates could have registered changing the count, the Credential Committee will recount delegates and report as above. Only one roll call of delegates will be taken.

Thank you for serving on this committee.

Your State Officers,

Mary, Monica, Cathy, Jeaneen and Vera

MINNESOTA'S 50TH STATE BIENNIAL CONVENTION

Duties of the Convention Room Detail Committee

The purpose of this committee is to ensure that the convention room is arranged properly with the names and number of the Courts and placed on the tables in numerical order. Allow enough room for all the delegates from a court to be seated together.

If the convention room is open and available Thursday evening, please have the court cards (example: Court St. Mary, #509) on the tables where the court has been assigned. The State Secretary and/or another designated representative will assist with this task. Picking cards up at the end of the session is also necessary and placing them back in the proper place.

Please check the microphones prior to the start of each session to be sure they are in working order.

Members of this committee should also serve as meeting monitors by being visible at each door entrance. **NO ONE, except clergy, is to be admitted to the convention hall when there is a speaker on the floor.** The responsibility is critical to uninterrupted business sessions during the convention.

Thank you for participating in this committee.

Your State Officers,

Mary, Monica, Cathy, Jeaneen and Vera

MINNESOTA'S 50TH STATE BIENNIAL CONVENTION

Duties of the Convention Minutes Committee

The purpose of this committee is to help in taking the minutes of the convention, receive, read and suggest revisions or corrections to the State Convention minutes that were forwarded to you by the State Secretary.

The State Secretary will provide you with the drafted minutes approximately 30 days after the convention.

Please read them carefully and note any corrections in red pen. Return the draft copy to the State Secretary within 7 days of receipt with the corrections or additions.

The State Secretary will then make the corrections and prepare copies to be distributed to all courts.

Thank you for serving on this committee.

Your State Officers,

Mary, Monica, Cathy, Jeaneen and Vera

MINNESOTA'S 50TH STATE BIENNIAL CONVENTION

Duties of the Financial Review Committee

The purpose of this committee is to review the books of the State Secretary and State Treasurer to determine that income has been received and the bills paid accurately. For maximum efficiency, the Financial Review Committee should be made up of **six** members. The State Secretary and State Treasurer should be present also, but in supportive and advisory capacities only to answer questions and explain entries. The review should be conducted Thursday evening preceding the official start of the convention.

The following items are needed for the purpose of the review:

1. State Secretary's account and minutes books
2. State Treasurer's account book
3. Treasurer's receipts
4. Deposit slips
5. Bank receipts
6. Bank statements
7. Checkbook register
8. Checkbook checks
9. Expense sheets, bills and/or paid receipts
10. State Board's Standing Rules
11. Calculator (State Treasurer responsible for bringing)

Helpful Hints:

- a. The Secretary's Minutes Book is used regarding any bill in question
- b. Entries may vary between the Secretary and Treasurer's books due to grouping of checks to save postage
- c. Corresponding expense sheets, bills and/or receipts should be on file for each order and check written except expenses voted upon at board meetings
- d. Checks issued to State Officers, State Chairs or District Deputies need accompanying expense sheets
- e. Expenditures voted upon at a state meeting should have a receipt or bill present or be referenced in the Standing Rules.
- f. Occasionally, there may not be a receipt – the endorsements on checks will suffice

Procedure: To review the books, random checks should be made of several receipts and disbursements to determine accuracy of the books. If there are discrepancies, it will be necessary to check more receipts and disbursements until the committee is satisfied that the books are in order. When the committee determines that the books are in order, each member shall sign their name with the current date. The Financial Review Committee Chair will report at the business meeting when requested. The report consists of one statement: "The books have been reviewed and found to be correct."

Thank you for participating in this review process. Mary, Monica, Cathy, Jeaneen and Vera

MINNESOTA'S 50TH STATE BIENNIAL CONVENTION

Duties of the Elections Committee

The purpose of this committee is to oversee the election and count the ballots to determine the winners in the election for State Officers, the next convention's Nominating Committee, State Project and the State Fundraiser.

When nominations are being taken from the floor, the Elections Chair will write the names of all nominees on the supplied white or black board.

The State Secretary will see that a ballot is prepared for the election.

On the day of the election, all members of this committee should be at the polling place one half hour prior to the polls opening.

The roster of delegates is supplied by the State Secretary. The voting delegates will have a specific mark on their name tags identifying them as voting delegates. Please check name on the badge and then with a colored marker check the badge as having voted.

All ballots will go into a court envelope and will then be placed in the ballot box by the Local Court Regent or Representative. When the voting is finished, count all ballots. When the Chair is called upon for her report, please name each person nominated and the number of votes received. The State Regent then declares the persons with the highest number of votes, as elected. A report should also go to the State Secretary for the minutes.

Thank you for participating in this committee.

Your State Officers,

Mary, Monica, Cathy, Jeaneen and Vera

MOTION FORM

To be used during State Convention

MOTION

A MOTION IS A PROPOSAL PRESENTED THAT THE STATE CONVENTION TAKES CERTAIN ACTION ON.

AFTER HAVING WRITTEN THE MOTION OUT IN ONE OF THE SPACES BELOW, YOU SHOULD GO TO ONE OF THE MICROPHONES.

WAIT TO BE RECOGNIZED BY THE STATE REGENT AND STATE YOUR NAME AND COURT NUMBER.

YOU SHOULD READ THE MOTION AS YOU HAVE WRITTEN IT BELOW AND THEN HAND IT TO THE **CONVENTION SECRETARY.**

MOTION FORM

WORTHY STATE REGENT: I MOVE THAT

PRINT
NAME _____

SIGNATURE _____ COURT# _____



RAFFLE BASKETS AT THE CDA STATE CONVENTION

Every local court is asked to bring raffle basket items valued at approximately \$50 to the state convention. You are not limited to that amount. Individuals may contribute items as well.

Money gained from the raffle baskets, country store, CDA store and other items will provide the state CD with additional operating funds for programs and other necessary state events. Checks are preferred as payment for purchased items. No credit cards accepted.

Raffle Basket items may be homemade crafts, religious articles, food, books, jewelry etc. This is your opportunity to be as original and creative as you want. You are encouraged to bring two or more separate items that equal \$50. If we have some items that are lower priced, more women will be able to afford to bid. Country store items may include jellies, jams, breads or home canned items.

Individuals will be available to receive, number and record your raffle basket and country store items when you arrive for registration. The name of the court and a notation of the contribution and value will be recorded.

Upon arrival, all individuals will purchase tickets to drop in the gift bag by each raffle basket.

The following are some raffle basket ideas:

Gardening	Coffee	Wine	Card Party
Cookie Making	Games	Cat/dog	Crock pot
New Baby	First Communion	Off to College	Chocolate
Cooler full	Prayer Shawl	Toddler	Kitchen/cooking
Drinks	Movie night	Picnic/grill out	Greeting cards
Meal in a hurry	Get well soon	Birthday	Cleaning supplies
Towel/bedding	Back to school	Lotions	Pamper yourself
Photo album	Wedding/shower	Stamp it	Picture frame

Raffle baskets will be available beginning Friday morning. We are looking forward to seeing the wonderful items you bring! Please bring the attached form, filled out with your raffle basket and country store items.

2023 Catholic Daughters of the Americas
Minnesota State Convention
Raffle Baskets/Country Store Contributions

For Office Use
Only
Basket Number:

Court # _____

Name: _____

Address: _____

City/State/Zip: _____

Phone: _____

Description of basket contents:

Important Document For You

CONFIDENTIAL Emergency Contact Information

Please complete this form and bring it with you to the convention.

Additional copies will be available at the Registration Table

Please complete this form and KEEP IT WITH YOU AT ALL TIMES. Put it in the pocket of your name badge holder. If there is ever a need, we would like to have the information to refer to.

PLEASE PRINT ALL INFORMATION

Name: _____

Home Address: _____

Home

Phone: _____ CellPhone: _____

.....

Emergency Contact

Name: _____ Relationship _____

Home Phone: _____ Cell Phone: _____

.....

Allergies: _____

Medications: _____

Roommate/traveling companion: _____

Pacemaker _____ Hearing Aids _____ Glasses/contacts _____

.....

Emergency Contact Medical Personnel

Doctor: _____ Phone: _____

Address: _____



“Whether you are looking for a nature getaway, an active family vacation or a pampered rest, Detroit Lakes – the ‘events place’ – has options for everyone.”

Lake & Home Magazine



Arts, Culture, Entertainment



Envelop yourself in theater at the Historic Holmes Theatre, a grand remodeled auditorium. Bring a chair and a love of the poet for summer Shakespeare in the Park. Soothe your soul with free live music at the City Park bandshell. Catch the color of an annual Pow Wow. And discover the work of sculptors, painters, and potters everywhere you turn.



Becker County Historical Society & Museum

714 Summit Avenue,
Detroit Lakes, MN 56501

(218) 847-2938

See the history of Becker County preserved through displays and artifacts in the Museum. Experience hands on learning opportunities thru interactive exhibits for all ages. Research area available.



Shopping

Stroll through historic downtown, cup of coffee in hand, and stop to shop at charming local stores and boutiques. Pop in to the Washington Square Mall for even more options and perhaps a little nail pampering and polish. Duck down side streets and find treasures you just won't be able to pass up. No matter where you visit, you'll find endless ... shopping opportunities ... await in Detroit Lakes.

<https://business.visitdetroitlakes.com/list/ql/shopping-specialty-retail-23>

