

**Initial Call to the 2023 Minnesota State Convention**

***CELEBRATING A CENTURY OF FAITH, HOPE AND LOVE***

**November 2022**

**To:** State Chaplain, National Regent, National Representative, State Officers

 Past State Regents, State Chairmen, District Deputies and Court Regents

**Re:** Initial Call to our 50th Biennial Minnesota State Convention

**From:**  Mary Pufall, State Regent

It is my pleasure to issue this first call to the 50th Biennial State Convention which will be held at the Holiday Inn in Detroit Lakes, MN on April 20, 21 and 22, 2023.

Early Registration, Committee Meetings and Thursday Night Fun and Frolic will take place on April 20. The Official Convention business meeting opens Friday at 9:00 A.M.

The MN State CDA Board together with the State Convention Committee welcomes you to beautiful Detroit Lakes and looks forward to renewing friendships and celebrating this milestone Convention. The convention promises to be informative, productive and FUN! A more detailed **Call to Convention** will be sent at the end of December. It will contain registration and meal forms, hotel information, convention assignments and specifics about convention activities.

**All** CDA members are invited and encouraged to attend the state convention. In addition to delegate seating, there will be areas for non-delegates to observe convention proceedings that are open to all registered members. Spouses and guests are invited to attend all liturgies, meals and convention activities except the business meetings.

**Delegates/Alternates:** Each court regent should receive from the National Office a delegate sheet along with instructions for electing the number of delegates and alternates to which the court is entitled. This information is sent out in December. If you do not receive this packet, the regent should contact the National Office immediately. Courts must elect delegates to the convention in time to send the delegate list to the State Regent by **March 1.** Please read the National Convention Mailing carefully to ensure that your court has the proper representation at the state convention. Courts are allowed one (1) delegate, the regent, if she attends, and an additional delegate for every twenty-five (25) members or fraction thereof. Expenses to the state convention may be paid by the Local Court or the individual.

**Delegates and alternates are elected, not appointed.** It is wise to elect all the delegates and alternates to which your court is entitled, even if it appears that they cannot attend the convention. In the event a delegate is unable to attend, the alternates need to be registered.

**March 1 is the deadline for submitting delegates and alternates.**

**Credentials:** Credential forms for all delegates and alternates will be sent to court regents. Delegates must have their credentials to vote, so please return them to Jeaneen Nelson, State Secretary, **by March 1** so they can sign their credential form for voting at the convention.

**Dues/Assessments:** All state and national dues and assessments must be paid for a court to have delegates seated at the convention. If you have any questions regarding your state or national assessments, please contact Jeaneen Nelson, daryljeaneen@gmail.com

**Bylaw Amendments:** Local courts may submit proposed amendments to the CDA Bylaws. Any proposed bylaw amendments approved at the state convention must be sent to the national committee for final presentation at the 2024 National Convention. Local courts must vote on a proposed bylaw amendment at a local court meeting. **Submit proposed bylaw amendments to Mary Pufall, State Regent by February 1.**  Sample of how to compose Proposed Amendments to the Bylaws can be found in the Tools of the Trade. Select State Court, scroll down to Proposed Amendments to the Bylaws, Sec. 4: Attachment 23, page 4-62.

**Resolutions:** Local courts may submit proposed resolutions. Any resolutions passed at the state convention that do not pertain solely to the state of Minnesota will also be sent to the chairman of the National Resolutions Committee for consideration**. Resolutions proposed by a local court must be approved by a vote of the members at a regular meeting and sent to Mary Pufall, State Regent by February 1.**  Sample of how to compose a resolution can be found in the Tools of the Trade. Select State Court section, scroll down to Suggested Form For Resolutions, Sec 4; Attachment 24, page 4-63.

**Friday, April 21 is Patriotic Day. Wearing Red/White & Blue are the colors for the day!**

**Our Memorial and Patriotic Mass** will be held on Friday, April 21 at 5:00 P.M. at Holy Rosary Catholic Church at 1043 Lake Avenue in Detroit Lakes. All clergy in attendance are invited to concelebrate all convention Masses. Please feel free to invite your Court Chaplain, being mindful that your court can choose to pay for or share their expenses. Court Chaplains should bring their albs and stoles. We do need to know who plans to attend so their names will need to be submitted in advance. Clergy are asked to provide letters of suitability to Msgr. Tim McGee at the Crookston Diocese.

**Memorial Recognition of Deceased Members at this Mass:** We will be honoring all members who have died since the last convention. At the Friday Mass, names of the deceased members will be read. Court regents are asked to send in your list of deceased members since the 2021 State Convention to Mary Pufall, State Regent by **March 1.** Additional names can be submitted and will be included after that date. Please submit them to Mary Pufall prior to the start of the convention.

**Procession at Masses:** National and State Officers, District Deputies and all court officers will wear robes for both Masses (Friday and Saturday) and will assemble at Holy Rosary to begin the opening procession promptly at 5 P.M. Past State Regents wearing white are invited to participate in the procession. The Opening Mass is one of the most beautiful and impressive events of the convention, so, all officers are requested to observe proper robe protocol. Robes must be clean and pressed and measure eleven (11) inches from the floor when wearing white shoes. Small stud earrings are allowed, no larger than the ear lobe. No dangling or hoop earrings please. Nothing is carried when in procession with robes, including handbags, cross body bags, camera bags or cell phones. Slacks, capris or shorts are **NOT** to be worn with robes at any time. Robes are only worn in procession; please carry robes before and after Mass. **Repeat: Robes will be worn for both liturgies of this convention.**

 **Fifty Years of Membership:** All new 50-year members since the 2021 convention and 50+ members not previously recognized will be celebrated for their membership achievement at the Saturday Luncheon. Their expenses may be paid by their Court or by themselves if they choose to attend. **Please submit their names to Mary Pufall, State Regent by March 1.**

We welcome our JCDA courts to attend the Saturday Luncheon. Their expenses may be paid by their Court or by themselves if they wish to attend.

**Raffle Baskets:** Instead of a Silent Auction, we will have Raffle Baskets at this convention. Each Court and other interested individuals are asked to bring a basket valued at $50.00, or two $25.00 baskets or five $10.00 baskets. Please send a photo of your Raffle Basket to Monica Capra (mcapracda@gmail.com) and she will put them online for viewing. Tickets can be purchased prior to or at the convention. Simply drop your ticket or as many tickets as you wish into the bag for any basket you want to bid on. Members unable to attend the convention may also purchase tickets in advance to bid on a raffle basket.

**Fundraising:** The State Board appreciates your generosity and support of the Raffle Baskets, Quilt Raffle, Country Store, CDA Store and Lucky Bucks Drawings. Your participation in these “FUNdraisers” ensure that the State has the funds to run efficiently and effectively. You will have a great time and may go home a winner!

**Candidates for State Office:** Anyone wishing to be considered as a candidate for State Office by the Nominating Committee must submit her name by **February 1.** All positions are open for nomination. Two of the Current Officers will be seeking to continue on the State Board. All election candidates must submit five (5) copies each of the following: a statement of qualifications, statement of endorsement from your local court signed by a majority of officers, a current picture and a signed consent to serve statement. Send all packets for the Nominating Committee to Joan Welscher.

**Scrapbooks:** There will be tables for sharing Court Scrapbooks and historical mementos. One scrapbook per court please. This is not an obligation, but your court’s preference. These treasured memory books deserve to be shared at our State Convention.

**Convention Video:** We ask all local courts to submit photographs or videos to be included by February 1st. Monica Capra will be compiling these for the convention video.

**Thursday Fun and Frolic Night:** After the committee meetings on Thursday night, we encourage courts to revive a skit from the past or perform a new one! We have enjoyed reminiscing about conventions past and all the fun we have shared over the years. Please let Mary Pufall know of your court’s plans to share a skit.

**Saturday Night Keynote Presentation: Tim Eggebraaten**, Speaker, Entertainer and Musician will present “Finding Your Beat, the Rhythm of Life” following the Saturday night banquet at Holy Rosary Church. You won’t want to miss his inspiring message!

**Contests/Awards:** You received the Circle of Love forms and Program State Chair forms in October. Contest deadlines to submit to the State Chairs is **March 1**.

State Chairmen will select the three most memorable submissions in all categories and announce the winners at the State Convention. Awards will be presented, but only 5-minute mini reports will be given by the State Chairs during the business meetings. Copies will be available to all attendees.

**Reports of Court Regents/State Chairmen:** All Court Regents and State Chairs are asked to submit a one-page report highlighting their Courts’ activities for the past year. Send your report to Mary Pufall, State Regent, **by March 1.** Reports will be made available to all attendees. Reports must be “camera ready”. State Chairs are also asked to create and bring a poster about the happenings in your area of assignment. Table space will be available for display.

**Bids for MNCDA Convention Site 2025:** Any Court or group of Courts interested in hosting the 2025 State Convention should come to the convention prepared to make a bid for the Convention. Please notify the State Regent of your intention to make a bid by **March 1.**

**Plan to Attend:** Committee members are expending a great deal of time, effort and energy to ensure you are having a wonderful, productive time at the 50th Biennial MN State Convention. This is the time for you to renew old friendships and to make new CDA friendships. It is also the time to celebrate the gift of sisterhood. I encourage as many as possible to attend the convention to learn, to vote and to take back and share what they’ve experienced with the rest of the court’s membership.

If you encounter any questions, feel free to contact us or consult the final call to convention coming out in late December.

Your State Board is excited to see all of you in April! We appreciate all of you sharing the gifts and talents you were blessed with.

Your Sisters in Christ,

Mary, Monica, Cathy, Jeaneen and Vera

**Important Deadlines to Remember**

**February 1, 2023**

Submit Proposed Bylaw Amendments to Mary Pufall

Submit Resolutions to Mary Pufall

Candidates interested in being considered for State Office must submit forms to Joan Welscher

Submit Convention Videos and Photos to Monica Capra

**March 1, 2023**

Submit names of Delegates and Alternates to Mary Pufall

Submit Credentials Form to Jeaneen Nelson

Submit bids for the 2025 State Convention to Mary Pufall

Submit list of deceased members since April 2021 to Mary Pufall

Submit list of new 50-year members since April 2021 to Mary Pufall

Submit Circle of Love and Program State Chair reports to the State Chairs

Submit Regent and State Chair Reports to Mary Pufall