

## *Executive Officer Briefing April 3, 2016 - Vol. 2 Issue 24*

### Conclave is less than 3 weeks away, are you ready?

You are one of the key leaders in your Chapter! We need you to share the information here with the members and advisors of your Chapter. It is our desire to ensure frequent communications are taking place throughout the jurisdiction. Thank you for your effort in accomplishing this important mission. If you have feedback please share it with us at any of the options at the bottom of this email and we will endeavor to make it happen.



### DeMolayland Conclave 2016

***Three weeks from today you will be returning home from Convention!***

Your Chapter contact person for Conclave will be receiving several emails in the coming days confirming we have all the needed registration information to complete the process, any outstanding payments that are due, proof reading the spelling of names for the badges, missing MR Forms, suggested packing lists, and anything else we can think of that will make this the Most Wonderful Conclave on Earth.



All of the housing forms have been submitted to Great Wolf Lodge, so if you have any last minute changes, add-ons or cancellations - please contact us ASAP! Also if you have any questions or need information that is not answered on the website, please contact the following: Convention Director Mom Lorrie Brunson 253-686-4365 [email](#); Registration Dad Brian Gross 253-576-3159 [email](#); Housing Mom Corrine Flaherty 206-788-6151 [email](#); Financial/Payments Dad Kevin Reid 209-968-9327 [email](#).

We have also turned in our numbers for the **Saturday Night Banquet tickets** but as usual we build

in a bit of a buffer. So if you have not yet registered for the Banquet, we have a few tickets left and will be available on a first-pay first-served basis. No worries if you are a full-time attendee, your tickets are included in your package. The only way to have guaranteed seating for the Banquet is to have a pre-paid ticket. There will be limited back of the room seating for the Installation.

**Attention ladies - the Grand Ball is no charge to attend!**

## Ritual Competitions and Certifications at Conclave 2016

***Deadline to enter is midnight, Friday, April 15th...***

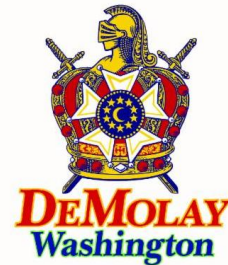
The only ritual events taking place at Convention this year will be the certifications for Flower Talk and Ceremony of Light as well as the competitions and proficiency examinations for the 1st and 2nd Degree Obligations. All other competitions were held prior to Leaders' Ball in February and awards will be given at the Grand Banquet. If you want to compete or get certified you MUST submit a [Ritual Registration Form available by clicking here](#). Deadline is Friday, April 15th!



## Reminder About Medical Release Forms

***All youth must have one regardless of age...***

Just a quick reminder that all of our youth (under 21) must have a Medical Release (MR) Form on file with their Chapter and provided for all State Events when attending. This includes Special MR forms for events like Conclave and DLC where unique forms are used for those specific events.



Note that even if the youth is 18 or older, a MR Form is still needed! This includes all youth participants who are guests of DeMolay (ie, prospects, Squires, Jobies, Rainbow, etc). However, anyone over 18 can sign their own MR Form if they wish, but we need to keep one on file since we are responsible for their care while they with us until the age of 21. Our insurance company and lawyers are very clear that in DeMolay (and our guests), you are not 18 until you turn 21.

## State Paintball 2016

***May 21st @ KC Crusaders...***

For all you fans of Paintballing, the State Paintball Event is back. To be held at KC Crusaders again this year in South Prairie. The cost will be \$28 per person, the same as last year. Be sure to get your Chapter registered by May 11th to ensure your place in all the fun. If you have questions you can contact the event chairman [Luke Walker](#). So start your planning now and come join what is sure to be an awesome day of fun, including a new camo contest..



## DeMolay Swag at Convention

***Bring money if you want to get some...***

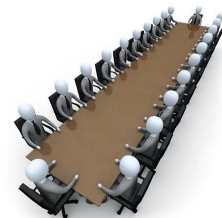
Again this year at Conclave we will have a DeMolay Store with new items available, and some old ones too. If you liked the board shorts from last year, we are bringing those back again, along with the new beannies. Additionally we will have a bunch of new merchandise from the DI eStore with the new "stars" logo on them. If you need rituals, pins or other swag we will have them as well. So be sure to bring extra cash if you want to get your **#demolayswag on**.



## Attention Councilors and Chapter Dad's

### *Two items you need to do something about...*

1) All **State Official Visits for your Chapter for the 2016-2017 Term** are posted on the online State Calendar. You will have two Chapter OV's between this Conclave and next Conclave. PLEASE look at the dates designated for your OV's and let us know if you will have any issues with the dates selected. We want to start the next year off with you onboard and ready to roll. Leadership requires planning and you are vital in this process for success!



2) Shortly after you check in at Conclave on Thursday, each Chapter Master Councilor and Dad Advisor will be handed a Chapter Evaluation by the EO. We need you to help form the basis of the State Officers focus for the coming months. Gather your Councilors, Chapter Dad and Chapter Chairman in the "Hang-Out" room for a quick sit-down. This should take no more than 10-15 minutes to complete if you work together. You will not be allowed to get any room keys until this Evaluation form is filled out completely, honestly, with thoughtful comments, and returned to the Executive Officer.

## Membership Focus includes getting them Registered

### *Reporting new Initiates...*

As many of you heard at our last WADA we are now reporting new initiates a little different than we used to. Instead of sending any paperwork to the State office or to DI office, you will now enter all the info directly into the eScribe system and have it processed by DeMolay International. You can [Click Here](#) to be taken to the system, where you can login and enter the details for your new initiates. You will also need a PayPal account or an electronic payment option ready when you do or you will not be able to complete the registration process. If you have any questions you can contact [Dad Gross](#) with your question and he will get you an answer or walk you through the process as needed.



## All Members Must Be Proficient Now

### *In order to hold office or vote, you must be proficient...*

Reminder to everyone, effective January 1, 2016, all members must be proficient in order to hold an Elected Office and/or Vote. This is applicable to Chapter, Region and State Offices.

With State Conclave right around the corner it will be important for all members to get proficient in order to have a say in your elected state officers. You will



have a chance to get proficient at Convention and Dad Brunson gave several ways to help each of our members with that task at WADA.

If you have questions about how this should be handled you can contact your Region Deputy or the Jurisdiction Office for answers.

## Be Sure to Begin Planning for DLC 2016

***DLC 2016 will be held July 24th - July30th...***

DLC 2016 is now on the calender. Please make sure to start putting your plans together for how to get as many of your members there as you can. The dates are **July 24-30, 2016** and will be held once again at Camp Shepard, near Enumclaw, WA.

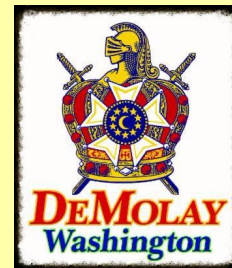
The cost this year will be **\$350** per person for everything and there will be a number of new things for those who have been before, so we encourage you to consider coming back for a new experience. So be talking with your local lodges and anyone else who can help you send as many boys as you can to help your chapter grow. If you have any questions please visit the DLC website at [www.pnwdlc.org](http://www.pnwdlc.org) for much more information and registration options.



## Are all the Leaders in your Chapter on our Mailing List?

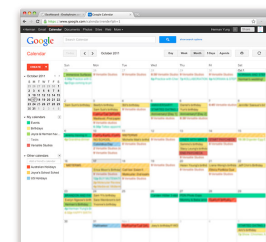
***Please check with all your leaders...***

Every two weeks we send out this EO Briefing to make sure that everyone is up to speed with all the latest and greatest info that we have to share. Your Chapter Chairman, Dad Advisor, and Councilors should be receiving this at a minimum. As time goes by please be sure to check with your fellow leaders and make sure everyone is receiving it. If you need someone added they can email the office or go to the [website](#) and click the link to be added to our [electronic mailing list](#).



## WA DeMolay Online Calendar - *The right spot to find a date...*

Is your Chapter or Region holding an event or activity that you want others to attend? ***Well then, that requires advertising, right?*** Let us help you promote your events. First, use the "[Calendar Event Submittal Form](#)" on the Website. This will get your date booked and posted on the WA DeMolay State Event Calendar. ***Second, email us a flyer*** (PDF or JPEG) of the event including the Who, What, Where, When, Why, and How much. We will post it on the State Website, Facebook and other social media outlets. Send it to - [office@wademolay.org](mailto:office@wademolay.org). Then check out your flyer in the new Chapter and Region sections of the Website! ***Go to Calendar***



Dad Jeffery A. Brunson  
Executive Officer in WA

253-380-8193

Our work and our people are regularly  
recognized as the best DeMolay has to offer.



*Give us a call today!*

STAY CONNECTED

