



**MARINE CORPS LEAGUE**  
DEPARTMENT OF OREGON  
OFFICE OF THE COMMANDANT



May 10, 2022

**MCL Department of Oregon Mid-Winter - Commandants Report**

Some of what I report today, has been sent to the Commandants in previous communications from me.

**Communications** – Active communication within your Detachments and outside your Detachments is vital to the health of the Marine Corps League. I can't speak to how effective the communications are within your detachments. However, I see a lot of room for improvement in communicating outside your detachments.

1. Response to my request for information or just a response has a lot of room for improvement.
2. We have a department website and department Facebook page. There are there for your use. You should be letting others know what you have planned and showcase the activities your detachment has completed. Some of you are following or like the page but have not added any content.
3. Early in my tenure as Commandant, I heard that some Detachments felt as though they have been "out of the loop". I've made every effort to communicate with each Detachment. Being that a few are not acknowledging my communications, I don't know if you are all now, "In the loop".
4. Social Media – The Department website shows links to detachments websites. Some of the links are broken and other websites have old information. Make sure to check the links and content. If you have a Facebook page, let Derral know so he can add a link.
5. Detachment Locator – I noticed that the information reflected in the Detachment Locator isn't current for all detachments and that George C Leber Detachment 1481 isn't shown. I've contacted National to provide guidance on how to update the Locator. I recently asked for you current ROI to assist in this effort. I have not receive one ROI to that request.

**Membership** - While new members are critical to the future of Detachments, retention of current members is as important if not more. We need to make every effort to ensure that our current members want to remain active members. I know there are issues with National processing of Dues transmittals. I've raised the concern up the chain of command; however, I can't guarantee that the issues will be resolved.

**Detachment/Department Service Officer (DSO)** – There is a bit of confusion about a DSO vs. a VSO. To become a VSO the individual must "Accredited" through a VSO training class. Currently the MCL does not offer such training but are working on a training course. When researching the program, I was told that the training classes are usually on the east coast, and one could attend in person or virtual. The National

10110 Scotch Pine Rd, Klamath Falls OR 97603  
(541) 810-1579  
bquen@mcl373.org



# MARINE CORPS LEAGUE

## DEPARTMENT OF OREGON

### OFFICE OF THE COMMANDANT



Administrative Procedures refer to the DSO but for now they should develop a relationship with the County VSO to submit paperwork. I would like to see every Detachment to have a Detachment SO who can fill the responsibility. I would also like to have someone to step up and be our Department SO.

**Awards** – There are several ways we can recognize our members. I hope every detachment has an active program of recognizing their members. In an earlier communication I mentioned that I would like to award a Department Marine of the Year and Department Associate of the year. I'll be looking to each Detachment to recommended candidates for consideration. Being an engineer, I'll be looking for data to support your candidate.

If you review the 'National Administrative Procedures', there are several awards mentioned. However, there is very little in the criteria for consideration. When I went looking for guidance all I got was that the Detachments/Departments could establish a criterion for awarding. If someone is willing to chair a committee to research and establish Department/Detachment criteria I would be open to appointing that committee.

**Annual Reports** – Prior to the National Convention, every Department Commandant is requested to provide an annual report. Obviously, the source of the report is the Detachment Reports. This past July I asked for your reports and some of the Detachments did not provide a report. Keep in mind that you will be asked to provide a report next year. The best practice is to keep a running ledger of your activities that can be the source of the report. My home detachment 373 created a 'Community Service Report' to allow members to tack their activities, monthly. This is like the process carried out by the VFW. I would like to report that everyone is providing the report but were not there yet.

### **Administrative Tasks**

IRS and State of Oregon – The IRS website states, "Form 990 is due on the 15th day of the 5th month following the end of the organization's taxable year. For organizations on a calendar year, the Form 990 is due on May 15th of the following year." In addition, you need to make sure you are doing your Annual Report with the Oregon Corporation Division. They are due on the anniversary date of your registry date. You should receive a notice approximately 45 days before the due date.

Dues Transmittals and ROIs – Make sure you are following the distribution instructions. The documents are to be sent to the Department Paymaster, who in turn will forward to National.

If I may add, remember that all Death Notices are to be sent to the Department Chaplain (who happens to be me) and I will forward to National.