



## CONVENTION CANCELLATION PLAN

### Marine Corps League

#### **A. Introduction**

1. The purpose of this document is to identify actions that need to be taken in the event the 2020 Marine Corps League (MCL) National Convention in Daytona Beach, Florida needs to be cancelled due to the declared National Emergency as well as the State of Florida declared emergency. These declared emergencies were ordered due to the Coronavirus 2019 (COVID-19) which have caused major health problems for the American public. The Florida Governor has ordered its residence and visitors to "shelter-in-place." At this time, there is not a confirmed date that the country (Florida) will return to normalcy. Because of the uncertainty of when these sanctions will be lifted, this plan will provide the guidance that may be needed if the sanctions continue through the summer months.

2. The mission of the National Board of Trustees is to ensure that we have a plan or process that will be initiated if they make the decision to cancel the 2020 National Convention. Our goal is to ensure the safety and well-being of the members and their families that travel to attend the convention. The cancellation will also affect the subordinate organizations of the Military Order of the Devil Dogs (MODD); Marine Corps League Auxiliary (MCLA); and the Military Order of Devil Dog Fleas (MODDF).

#### **B. Pre-Decisional Requirements**

1. The National Convention Committee has responsibility for evaluating conditions relative to convention operation. The Committee Chairman shall consult both state and local government authorities to determine the regional and local sanctions and actions being taken at the host site area.

2. The contractual agreement with the hotels and convention centers must be reviewed by the National Convention Committee Chair, National Chief Operating Officer, and National Judge Advocate to determine risks and liabilities; if it goes against National or State directive; or considered a case of Force Majeure.

3. The National Convention Committee Chairman will provide a complete written report and recommendation to each National Board of Trustee member 48 hours prior to the meeting being held.

4. The National Commandant, Senior Vice Commandant, Junior Vice Commandant, Judge Advocate, Junior Past National Commandant, Chief Operating Officer, National Convention Committee Chairman, and the Hotel Representative will meet by videoconferencing or teleconference before final decision is made.

5. The Marine Corps League National Board of Trustees shall meet by teleconference to discuss the Convention Committee's, recommendations and make final vote to cancel or not to cancel the 2020 National Convention.

#### **C. Execution of Procedures**

In the event the National Board of Trustees determines having the 2020 National Convention is contrary to the safety and well-being of the membership; goes against National or State directive; or considered a case of Force Majeure, the National Commandant shall ensure the following are accomplished:

1. The Host Hotel will be notified immediately, in writing, of its cancellation. Consideration must be made that the "Force Majeure" clause should be quoted.
2. All Marine Corps League members are notified of this cancellation. This action will be sent to all Divisions, Departments, Auxiliary, and the Military Order of the Devil Dogs. The Departments will ensure distribution to all Detachments and its members.
3. The National Marine Corps League Auxiliary President will be notified by e-mail.
4. The MODD Chief Devil Dog will be notified by e-mail.
5. The National Convention Committee Chairman shall be directed to ensure that all requirements of the convention are turned off and ensure that he works with the local committee to ensure they have completed all actions needed to accomplish. He shall take care of action relating to facility cancellation or rescheduling, local convention committee, and associated coordination.

#### **D. Administration of Post-Decisional Action**

After the execution phase is completed, the National Commandant shall ensure the following specific guidelines are accomplished:

1. **National Officer's Elections**. The following procedures will be used for the election of the National Commandant, National Senior Vice Commandant, National Junior Vice Commandant, and the National Judge Advocate:

a. A Past National Commandant (PNC) and a second PNC (Teller) will be assigned as the election process Chairman using following process:

1) When the 30 June 2020 National Roster is released, the National Credentials Committee will review the Roster and each Department's full voting strength will be sent to all Department's Commandants so that everyone is aware of the voting strength of each Department. If the Departments are required to cast their votes for a National elected position, the Chairman (PNC) and the teller will again reverify the votes as presented by the National Credentials Committee Chairman. This procedure will ensure the integrity of the elections.

2) No individual Detachment would require submitting a registration form.

3) No registration fee will be required.

4) When the Election Chairman sends an e-mail requesting each Department to cast their votes for each contested position, as it states in the Convention Cancellation Plan, the Department Commandant would use their voting strength as sent by the Credential Committee.

5) If a Department should cast their votes and there is a discrepancy with the numbers, the Election Chairman will verify with the Credentials Chairperson, then advise the Department Commandant of the discrepancy. The discrepancy would be corrected, the same as we would do at convention.

6) The PNC's acting as Election Chairman and tellers would record the votes as usual. The Election Chairman would then notify the National Board of Trustees. The National Division Vice Commandants would be responsible to inform each Department of the results

7) On or about 1 July 2020, the Chairman will send an e-mail to all Division Vice Commandants, all Department Commandants, and all Past National Commandants requesting for "nominations" for each of the top four positions as stated in Paragraph D.1. above. The recipients should be given only ten (10) days to respond.

Note - In February 2020 at the National Mid-winter Conference, National Commandant Dennis Tobin, National Senior Vice Commandant Johnny Baker, National Junior Vice Commandant Warren Griffin, and National Judge Advocate T.J. Morgan all have declared that they are a candidate for their respective positions. They are not required to further file their intent.

8) On or about 11 July 2020, the Chairman will contact each nominee via e-mail to ensure that they are willing to serve in the position that they were nominated.

9) If only one nominee is nominated for any particular position, the Chairman will send out an e-mail to all Division Vice Commandants, all Department Commandants, and all Past National Commandants stating that he has instructed the Acting National Adjutant to cast one unanimous vote for each or all as required. The next action will be the Installation Process.

10) If there are any multiple nominated candidates for any particular position, each position would be voted on separately and Department Commandants would be asked to cast a vote to elect each contested position (via email). On or about 15 July 2020, the Chairman will send an e-mail with total delegate count, to all Division Vice Commandants and all Department Commandants, requesting for Department Commandants to caucus their Department and to submit their votes as they normally would during a normal National election at a Convention. The Department Commandants should have only fourteen (14) days to respond. Any Departments not responding at the end of the fourteen (14) days will be considered a negative response. At that point, the Chairman will complete the election process in accordance of the National Bylaws, Article IV, Section 415(b) which states:

**"b. A majority of the delegates votes cast at the National Convention is required to elect the National Commandant, National Senior Vice Commandant, National Junior Vice Commandant, and National Judge Advocate. When a simple majority is not obtained on the first ballot, a second ballot will immediately commence after a caucus (not to exceed ten minutes). Should a majority fail to materialize on the second or successive ballots, the candidate with the least votes will be dropped as a contender (after each ballot) until a simple majority is achieved."**

11) If a candidate does not get majority votes, the Chairman will request the Department Commandant to cast their votes again for the remaining candidates, until one candidate has a majority vote. The Department Commandants should have only ten (10) days to respond.

Note – the National Credentials Committee Chairperson will present a total delegate count for all Departments prior to asking for a vote. The Department Commandant will be able to vote their entire delegate strength on one candidate or divide their votes for multiple candidates as it can at a National Convention.

12) The Chairman will immediately send an e-mail to the Board of Trustees, ADVC's, all Department Commandants, and all Past National Commandants announcing the results of the election.

**2. National Division Vice Commandant's and Assistant Vice Commandant's Elections.** The following procedures will be used for the election of the National Division Vice Commandants and the Assistant National Vice Commandants:

a. The National Vice Commandants (NVC) and Assistant Division Vice Commandant (ADVC) will be elected by caucus within their own Divisions. When this plan is initiated by the National Board of Trustees and signed, each Division would conduct their own caucus to determine their choices for both offices (NVC & ADVC). This vote should be carried out similarly as set out in paragraphs D.1. above. These votes to elect their NVC and ADVC can be made in person, electronically, or telephonically as decided by the NVC. This process must be completed no later than 31 October 2020 . The National Bylaws, Article IV, Section 415(c) states:

**"c. The Division's National Vice Commandants and Assistant National Vice Commandants will be elected by "caucus" prior to the "vote by acclamation" on the National Convention floor. This "caucus" may be completed at the Division Conference or at the National Convention prior to the official election at the Convention by using the process used by the National Credentials Committee. Caucus is defined as "each Department has their voting strength from those Detachment's present at the Division Conference or National Convention." The Division itself can determine when the election is held, as long as it is conducted with a "caucus." During the caucus, a Department split their voting strength as determined by that Department."**

b. If a candidate does not get majority votes, the Chairman will request the Department Commandants to cast their votes again for the remaining candidates, until one candidate has a majority vote. The Department Commandants should have only ten (10) days to respond.

Note – the National Credentials Committee Chairperson will present a total delegate count for all Departments prior to asking for a vote. The Department Commandant will be able to vote their entire delegate strength on one candidate or divide their votes for multiple candidates as it can at a National Convention.

**3. National Officer's Installation.** After they are properly elected in accordance with this Plan, the National Commandant, National Senior Vice Commandant, National Junior Vice Commandant, National Judge Advocate, Junior Past National Commandant, all required National Vice Commandants, and Assistant National Vice Commandants will be sworn in using the following procedures:

a. The PNC that conducted the elections of the National officers will conduct the installation as required by the National Administrative Procedures, Chapter 2, Section 2050. The Installation shall be completed by in person, video conferencing, or teleconferencing at a date and time selected by the National Commandant. The procedures in the MCL Ritual Manual will be followed as close as possible.

Note – The National Vice Commandants and the Assistant Division Vice Commandant have up to 31 October 2020 to be sworn into office.

**4. National Bylaws and Administrative Procedures**

a. Article XI, Section 1000 states the following in part:

**"Section 1100. National Bylaws Amendments. The National Bylaws may be revised, amended, or repealed by a majority vote of the properly registered and approved delegates voting at a National Convention...."**

b. This Plan serves notice that there will not be 2020 National Bylaws or National Administrative Procedures proposals considered for approval this year due to the cancellation of the National Convention. All proposals submitted for the 2020 National Convention will be required to be filed again for the 2021 National Convention and must be re-filed in accordance with the National Bylaws and Administrative Procedures.

## **5. National Budget and Finance Committee Approval**

a. The National Budget Committee will meet in July 2020 with the Chief Operating Officer, the National Commandant, National Senior Vice Commandant, National Junior Vice Commandant, National Judge Advocate and the Junior Past National Commandant in order to create the 2021 National Budget.

b. This budget meeting shall be held in person at National Headquarters, by video conferencing, or teleconference to create the 2021 budget. They will meet and create the budget in their usual manner.

c. Upon the Committee completing and agreeing to a new budget, they will inform the National Commandant.

d. The National Commandant will inform the National Board of Trustees that the budget has been completed via e-mail. The e-mail will also state a future date and time (within one (1) week) that he will host a Board of Trustees meeting to be conducted in person, by video-conferencing or teleconference where the BOT will be briefed by the Budget Committee Chairman.

e. The Board of Trustees will then vote to approve or not approve the 2021 Budget. The minutes of that Board of Trustees meeting will be recorded and posted in the National Website Library and the membership will be notified of its completion. The Budget will be sent to the National Board of Trustees, PNC's, and ADVC for informational purposes only.

**6. National Committees.** All National Committees are required to submit a written report to National Commandant no later than 1 August 2020. The written report must be in MS Word or Adobe pdf format and then e-mailed to the Chief Operating Officer Bob Borka, marked as Committee Report. The COO will place the Committee reports on the "Convention Tab" in the Library.

**7. National Awards and Citation Committee.** The National Awards will still be awarded. All awards will be processed and presented at the 2021 National Mid-Winter Conference in Norfolk, Virginia in February 2021. This will include the National Junior Vice Commandants Awards for Membership and Recruiting.

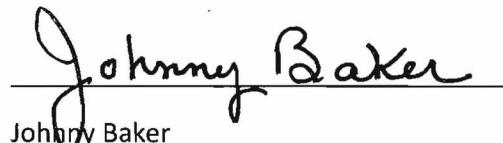
**8. National Marine of the Year.** The National Marine of the Year will be selected as in accordance with the National Administrative Procedures, Chapter 3, Section 3105, paragraph (g).

a. All National Marine of Year nominations must be submitted in accordance with the National Administrative Procedures, Chapter 3, Section 3105g(2)d, in that the letter must be post-marked no later than 20 July 2020 and sent to the President, National Marine of the Year Society, c/o Chief Operating Officer, MCL National Headquarters.

b. The National Marine of the Year Society Committee will be conducted in person, by videoconferencing or teleconference.

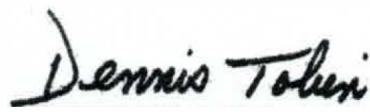
c. The Committee will meet and make the MOY selection at the National Mid-winter Conference in February 2021. The selectee's name be announced at the Mid-winter banquet.

9. **Effective Date**. The effective date of this Convention Cancellation Plan is the date signed by the National Commandant.



Johnny Baker

National Senior Vice Commandant  
Corporate Secretary



Dennis Tobin

National Commandant  
Chief Executive Officer

Date: 4/30/2020

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