Communicating with Members and the Community





American Legion of Iowa Mid-Winter Conference Feb. 10-13, 2022

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Methods of Communication

- Direct to Individual Members
- Print and Electronic Newsletter
- Website
- Social Media





Direct to Individual Members – New Members

Dear Legionnaire Scott,

Welcome to Post 37! You have joined the largest veteran's organization in America, with nearly two million members worldwide. Combined with the American Legion Auxiliary and Sons of the American Legion was recover three million members strong!

The American Legion has been instrumental in the creation of the Department of Veterans Affairs, the US Flag code, and the GI Bill; but without our family we could not have accomplished any of those things.

Here in Ames, we believe family comes first. Our post and many of our events are family friendly. Please consider asking your family members to join and help us grow our family!

Local members can bring their membership card (which is included with this letter) to the post after 3pm and ask for a door fob. The fob will allow you entry to the post without ringing the bell, the post is only open to members except on special occasions. We are located at 225 Main St in Ames.

American Legion members meet at 7:00pm on the second Thursday of the month, American Legion Auxiliary members meet at 6:30pm on the first Tuesday of the month, and the Sons of the American Legion meets at 6:30pm on the second Tuesday. We also have an American Legion Riders chapter that meets the first Monday of the month at 6:30pm. If meetings aren't your thing, we have many volunteer opportunities from the Honor Guard to fundraiser meals to BINGOI

If you would like to receive our monthly newsletter via email let us know at <u>Legionpost37newsletter@gmail.com</u>.

Follow us on Facebook! American Legion Family of Ames, IA Post 37

We look forward to meeting you and seeing you at the post!

Respectfully,

Jennifer Monserud Past Commander



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Direct to Individual Members – 729 Transfers

Dear Legionnaire Thomas,

Welcome to Post 37! Here in Ames, we believe family comes first. Our post and many of our events are family friendly.

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Jennifer Monserud Past Commander





American Legion Post #37 Programs and Activities 2021



Patriotic Activities

Performed Military Services for 28 Veteran Funerals and Firing Squad for Memorial Day Provided Speakers for veteran's commemorations as Requested

Raised and Retired Flags in Downtown Area for Memorial Day, Independence Day, Flag Day and Veterans Day

Wreaths Across America initiated at Ames Cemetery

Youth and Community Service

Sponsored American Legion Baseball Teams from Ames and Gilbert High Schools Hosted State Baseball tournament, provided meals to teams, coaches and fans Honored Lou Gehrig and ALS veterans at Ames High Baseball game Sponsored Junior Shooting Sports Club. New Rifles donated by Post and Squadron Presented 270 Academic Awards to Juniors and Seniors at Ames High School Presented Awards to ISU Army, Navy/Marine and Air Force ROTC Unit Outstanding

Hosted and Maintained Medical Equipment Loan Closet at No Cost to Users Presented Eagle Scout Awards as Requested

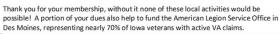
Donations to Youth and Shelter Services for programming

Sponsored visit to Post by Santa and Mrs. Claus for community children Veterans Service

Made "Buddy Check" to our WWII and Korea members to check on welfare Sponsored three drives to provide snacks to lowa Veterans Home residents - \$10,000 Assisted in donation of Personal Protective Equipment and water to lowa Veterans Hone Donation to lowa American Legion Foundation in honor of deceased Members Provided Christmas dinner and gifts for veteran family in need

Social Activities

Hosted Weekly Curbside meals for Legion family members throughout year.





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Newsletters

Why is a Newsletter Important?

Retention Goes Up when Membership is Informed

Members that Attend Meetings – First 10% 10%

Members that Come To Social Events at Post – 20% 30%

Members Hearing by Word of Mouth – 20% 50%

Members Hearing by Word of Mouth – 20% 50% Members in Area with Occasional Contact – 40% 90%

Members that Live Out of Area – 10% 100%

Half of Members Only Have Contact if Post Initiates Contact That 50% is Most in Danger of Not Renewing





Newsletters

Starting a Newsletter

Appoint an Editor – potential long-term if possible

Qualifications – Writing ability, experience with publishing software (Word, Publisher, similar software for Apple), regular attendee at Post meetings and family activities

Conscientious – Will develop material and publish on set schedule, Involves Legion family leadership in content

Determine publication schedule and size

Single page, multiple sheets

Dependent on size of Legion family and schedule of events and activities

Focus of Newsletter

Will it be local events only or will Department and National issues be included as desired Will newsletter be "what we did" or "what we are going to do"?





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Newsletters

Develop Publication "Look" – Should be consistent from issue to issue, Depends on software being used. Create a header including publication name, organization logos, names of leadership if desired, date

Determine publication method – Postal mail only, combination of the mail and email, email only. Email is cheapest and easiest to maintain address list but delivery can be difficult if large numbers. Email addresses can be hard to obtain. Postal mail addresses already in hand but need someone to print labels for address. Need postal permit if using regular mail.





Newsletters

Newsletter content

Calendar of events – good quick reference of events for readers

Leadership comments – Allows elected leaders to communicate priorities, side benefit; less content that editor needs to create.

Graphics and pictures – Use to communicate quick hit of content of article and draw attention.

Legion family programs – Include Department and National programs, not just local events. Remember the Four Pillars, try to include something from at least one of them in each issue.





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Newsletters

Tips and Best Practices

Publish on set schedule not "as needed"

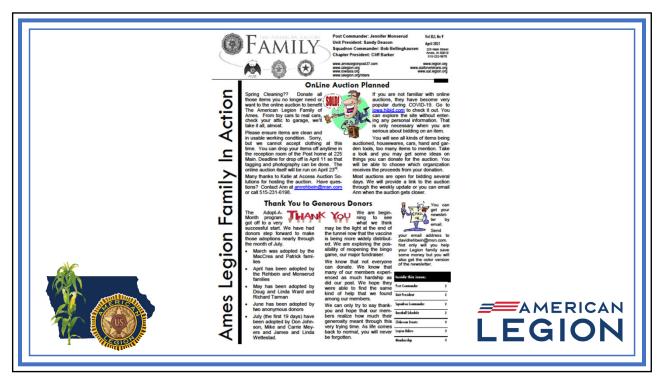
Use email list to publicize post events and calendar reminders on more frequent basis – weekly updates

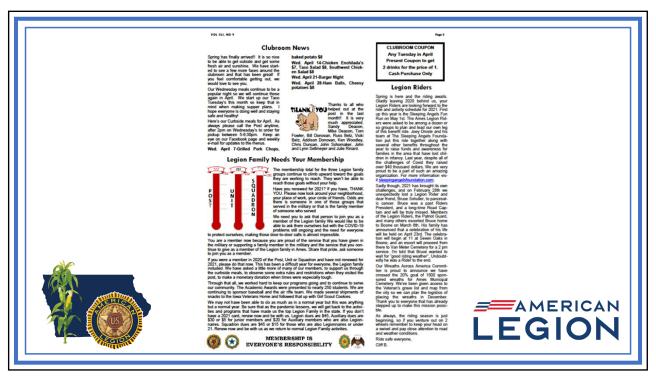
Year's issues are good record for use in creating Consolidated Post Report

Create annual issue to mail with renewal reminders and membership cards













Websites

- •Include all four family organizations
- •Have a separate section for each including mission statement, current officers, eligibility, & membership application
- •Use a joint calendar
- •List links to Department & National organizations for each group
- •Link to your social media pages
- •Tell your American Legion family story, how you were founded or who you are named for
- •Also include history, photo archive, and contact pages for each organization





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Social Media



Twitter – Brief messages limited to 280 Characters



LinkedIn – Networking among professionals, great for community relations



Facebook – World's largest social media network, easy to use



YouTube – Upload, view, and share videos



Instagram - Photo sharing and brief videos



TikTok – Mostly light-hearted, short videos





Social Media

- Plan ahead and keep a schedule of events or days you want to highlight such as Flag Day or Veterans Day
- Keep language brief and to the point
- Follow the rules when using the emblem or logo
- Encourage sharing of graphics
- Post regularly
- Share posts from other sources such as the National Headquarters pages





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Volunteers

In Ames we have a team of volunteers that work on our family communications

- Newsletter Editor
- Webmaster
- Facebook Administrators
- Weekly Update





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Questions?

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