

# Cavalcade of Memories

2009-2010 Celebrating the 90th Anniversary of the Auxiliary  
National President's Theme: Reconnect and Energize!

Plan of Action: Cavalcade of Memories Committee

Purpose: To collect, chronicle and preserve the history of the American Legion Auxiliary through photographs, documents, personal mementoes and other artifacts

## Committee Contact Information

E-Mail: [Cavalcade@legion-aux.org](mailto:Cavalcade@legion-aux.org)



### **National Chairman**

Name: Kenya Ostermeier  
Department of Indiana

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### **National Vice Chairman**

Name: Syble Deshotel  
Department of Louisiana

### **Committee Member**

Name: Betty Turner  
Department of Georgia

### **Committee Member**

Name: Pamela Rice  
Department of Kentucky

### **National Headquarters Contact (Program Coordinator)**

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# Cavalcade of Memories

## National-level Objectives

1. **Objective:** To preserve one new item of significance for display in the National Cavalcade of Memories museum and in each Department Headquarters/museum by August 2010.

### Action Steps

- a. Send fund solicitation letter(s) to donor(s).
  - b. Send artifact to vendor to have restored/repaired.
  - c. Publicize the completion and placement of this item.
2. **Objective:** To create and maintain a database for all the artifacts at National Headquarters and departments that is operational and in use by August 2010.

### Action Steps

- a. Input details of existing artifacts and new acquisitions.
  - b. Create digital images of each of the artifacts and link them to the database.
  - c. Create a hard copy to place in a notebook in archival sleeves.
3. **Objective:** To devise a method of gauging interest in the established National Cavalcade of Memories museum as a destination for members to view preserved historical items by August 2010. To establish Department Cavalcade of Memories Headquarters/display areas for members to view preserved historical items. (This effort will be a step toward establishing the Auxiliary's place in American history throughout the nation and its relevance to the future of our nation's heroes.)

### Action Steps

- a. Publicize when a new item is preserved.
  - b. Invite the public to an "open house" so that they may tour the office to see the items that are located throughout the facility by advertising in the *HomeFront* magazine and local newspapers.
  - c. Offer alternative ways of displaying artifacts with limited space.
  - d. Track the number of individuals who sign the museum guestbook.
  - e. Track the number of states in which visitors reside.
4. **Objective:** To get the museum on list(s) of registered museums by August 2010.

### Action Steps

- a. Research organizations.
- b. Obtain approval from appropriate staff/committees to proceed with registration.
- c. Prepare and submit the necessary paperwork.

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5. **Objective:** To create a virtual tour of the museum by August 2010.

## **Action Steps**

- a. Research vendors.
- b. Obtain approval from appropriate staff/committees to proceed with production of video.
- c. Submit video to Marketing Communications Director for posting on the Web site.

## **To be filled out by Department Chairman:**

Department Goals relating to above. Should have no more than three department-level goals supporting the National objectives outlined above. Department Chair - please share these with your Committee and forward a copy to your National Chairman. (This process does not need national approval.)

1. **Objective:**

## **Action Steps**

- a.

2. **Objective:**

## **Action Steps**

- a.

3. **Objective:**

## **Action Steps**

- a.

## **Resources**

1. Guidelines for Donations (See attachment.)  
See program page on [www.legion-aux.org](http://www.legion-aux.org) for additional resources