

**COPY AND DISTRIBUTE TO CO-WORKERS AT CHAPTER MEETING**

State/Province PENNSYLVANIA  
**Women of the Moose**  
**2017 Annual Conference and Convocation**  
 Moose Association Name PENNSYLVANIA  
 Dates To/From AUGUST 24--27, 2017  
 City PITTSBURG, PA

Hostess Chapter & No.: GETTYSBURG 182

General Chairman (JGR): Sharon Zirk  
 Street Address P.O. Box 3332  
 City/State/Province/Zip Gettysburg, PA 17325

Registration Chairman (REC): Quayetta Leatherman  
 Street Address P.O. Box 3332  
 City/State/Province/Zip Gettysburg, PA 17325

Officer in Charge: Carolyn J. Bucher  
 Street Address 427 Silo Road  
 City/State/Province/Zip Orrtanna, PA 17353  
 Telephone # 717-357-2075  
 E-Mail Address lorac12j16@hotmail.com

Official Visitor: Denielle Baile  
 Title Executive Project Manager  
 Street Address 155 S. International Drive  
 City/State/Province/Zip Mooseheart, IL 60539  
 E-Mail Address dbaile@mooseintl.org

Headquarters Hotel: Hilton DoubleTree-Greentree  
 Street Address 500 Mansfield Avenue  
 City/State/Province/Zip Pittsburgh, PA 15205  
 Telephone # 412-922-8400  
 Fax # 412-922-8981

**Important Information**

- Top Honor Chapters are selected from records at Women of the Moose Headquarters from May 1<sup>st</sup> thru April 30<sup>th</sup>.
- Top Sponsors are those who have sponsored five (5) or more candidates between May 1<sup>st</sup> and April 30<sup>th</sup> and are selected from records at Moose International.
- Convocation is open to all registered members (including Loyal Order of Moose) in good standing.
- Photos may be taken during any Session, providing they do not interfere or disrupt the meeting. Audio and video recordings shall **NOT** be made by any Chapter or co-worker during the conference.
- Fund Raising Projects shall **NOT** be conducted during the conference

**Registration Information**

Co-workers – Current Membership Card and \$20.00 reg. fee.  
 Green Cap Candidates – Current Membership Card, Green Cap Call Card and \$35.00 Fee. (Which is \$15.00 matriculant fee and \$20.00 registration fee)

WOTM Registration and Sessions will be held at Doubletree Oakmont Jr. Ballroom unless otherwise indicated.

Registration Hours		N/A
Wednesday, (if applicable)		
	_____ p.m. – _____ p.m.	
Thursday, (if applicable)	<u>August 24, 2017</u>	
	<u>5:00</u> p.m. – <u>8:00</u> p.m.	
Friday,	<u>August 25, 2017</u>	
	<u>8:30</u> a.m. – <u>5:00</u> p.m.	
Saturday,	<u>August 26, 2017</u>	
	<u>8:30</u> a.m. – <u>5:30</u> p.m.	
Sunday,	<u>August 27, 2017</u>	
	<u>8:00</u> a.m.	

**\*\*\*Direct all questions regarding this program to the Officer in Charge\*\*\***

Listed below are the marches that will take place at the Annual Conference. All checks shall be made payable to Moose Charities and earmarked as shown below. (Exception: Donations to non-Moose organizations. Checks shall be made payable to the organization receiving the donation.)

- Payable to Moose Charities**  
 earmarked for "Mooseheart Music Department"  
 earmarked for "Association Special Projects Fund"  
 earmarked for "Moosehaven Beauty Shop"  
 If applicable – check payable to non-Moose organizations

CONFERENCE EVENTS / MEETINGS

**Opening Session** Day/time Friday 9:30—11:30 A.M.

- Deputy Grand Regent (OIC), presiding
- Invocation and Pledge of Allegiance  
Junior Regent, Leanie Hunt
- Address of Welcome  
Junior Graduate Regent, Sharon Zirk
- Response  
Senior Regent, Vicki Fraley
- Introductions
- Addresses of 5<sup>th</sup>, 4<sup>th</sup>, 3<sup>rd</sup> Top Honor Chapter JGR
- Remarks – Official Visitor
- Announcements by General Chairman
- Roll Call of Chapters
- Door Prizes

**General Session I** Day/time Friday 2-4 P.M.

- Deputy Grand Regent (OIC), presiding
- Addresses of 2<sup>nd</sup>, 1<sup>st</sup> Top Honor Chapter JGR
- Address of Current International Officer (if applicable)
- March of checks for **Mooseheart Music Department**  
Contributions presented by Chapter Representative
- Presentation and Remarks – Official Visitor
- Announcements by General Chairman
- Roll Call of Chapters
- Door Prizes

**General Session II** Day/time Saturday 9:30-11:30 A.M.

- Deputy Grand Regent (OIC), presiding
- Addresses of Chairmen/Coordinators/Representatives
- Recognition of Top Sponsors
- Presentation and Remarks – Official Visitor
- March of checks for **Association Special Projects**
- Announcements by General Chairman
- Roll Call of Chapters
- Door Prizes

**General Session III** Day/time Saturday 2:30–4:30 P.M.

- Deputy Grand Regent (OIC), presiding
- Address of the Chapter Analyst Coordinator
- Presentation and Remarks- Official Visitor
- **Endowment Fund March**
- Announcements by General Chairman
- Roll Call of Chapters
- Door Prizes

**Joint Session** Refer to LOOM Agenda for additional details

Location: Memorial Service

Day/time: Saturday—August 26, 2017 1:30-2:00 P.M.

*Paid Chapter representatives shall attend every scheduled meeting she is eligible to attend and make a report to the*

**Convocation** Time 9:30 a.m.  
**SUNDAY**

The Convocation Conferral Staff will participate in the ceremony.

- Deputy Grand Regent (OIC), presiding
- Contributions for the **Moosehaven Beauty Shop** presented by College of Regents Chairman or Chapter Representative
- Address prepared by WOTM Headquarters
- Green Cap Conferral
- Roll Call of Chapters
- Introduction of Current/Past State/Provincial and International Officers
- Farewell from Official Visitor
- Annual Conference and Convocation Report by General Chairman/ Announcements
- Changing of Tassel – Outgoing Deputy Grand Regent (if applicable)
- Investiture of Incoming Deputy Grand Regent (if applicable)
- Address of new Deputy Grand Regent (if applicable)
- Adjournment

**Convocation Rehearsal** (Conferral Staff, JGR & Cap. Officers)

Location: Oakmont Jr. Ballroom

Day/time: Friday 4:30–6:00 P.M.

**WOTM Training or Workshop** Cost: \$ 10.00

Topic: WOTM Training Session for PA

Location: Greentree-Hilton Oakmont Jr. Ballroom

Day/time: Thursday-August 24, 2017 2:00 PM. Registration 1:30 P.M.

RSVP/PRE-REGISTRATION/PRE PAYMENT REQUIRED

**Heart of the Community Event**

Location: N/A

Day/time: \_\_\_\_\_

**Higher Degree Event**

Location: TBA

Day/time: \_\_\_\_\_

**Banquet** Cost: \$ \_\_\_\_\_

Location: N/A

Day/time: \_\_\_\_\_

**Other** Cost: \$ Invitation Only

Title: 25 Club Party

Location: TBA

Day/time: Friday 7 P.M.