

Welcome to the American Legion
FIRST DIVISION
Newsletter



Commander
Gigi Callaway

First Division is Online
at

<http://www.ilfirstdivision.org>

Newsletter for August 2020

First Division Commander Gigi Callaway

Our legion year has begun; it is hard to imagine we are midway through 2020. Our legion year ended with challenges and changes to our everyday lives. The COVID-19 health crisis descended upon our country swiftly and mercilessly, and I continue to hope that those in our legion family remain healthy and safe as we emerge from the lock-down and economic peril.

This month, August, the American Legion Department of Illinois will have an awards lunch for those 100 posts. (details can be found herein) Additionally, they have marked this event as a kickoff to the new legion membership year. A personal "thank you" to all that made a 100 percent, Bravo Zulu!

In closing, one of our greatest strengths has always been the support for veterans, our community and Legion programs. These efforts have also allowed us greater opportunities for networking and collaboration which serves as an invaluable tool for goals and initiatives. It will be important, to every one of us, to support each other individually as well collectively. It is our belief that being a veteran family organization is what sets us apart from others and enables us to successfully accomplish our goals. It more than just saying that we have your "six" but having each other back as veterans and legionnaires as we continue into this new Legion year will be vital in our success. Looking forward to seeing everyone at on August 9th.

Semper Fortis
For God, Family, Country. Warm Regards

Gigi Callaway

First Division Jr. Vice Commander Thomas Chambers

The Four Pillars of the American Legion

1. Veterans Affairs & Rehabilitation
2. National Security
3. Americanism
4. Children and Youth

This year I am asking all members at all levels to develop committees in all of our posts to head up programs that support our 4 pillars. I will be checking in with all of the Commanders to see if they are over seeing these and if they have any issues. Please get your members involved.

There is an Awards Ceremony for all of the 100% posts this year. If you are one of them you will get an invitation in the mail. Congratulations!

September 12th there will be the Legions yearly District Officer training. Site to be determined later.

If you are on a committee there are meetings scheduled for Oct. 3rd and Oct. 17th. You will be notified at the call of the Chairman.

Dates are being set up for visits to all of our Districts.

Our 1st Division meeting is going to be on Wed. Sept. 2nd At Dorie Miller post 52nd and Cottage Grove.

Stay safe and see you all soon.

Tom Chambers

**VA&R Chairman and Service Officer of the First Division
Raymond P. Toczek**

The dawg days of summer are here so this will be a short article. First of all, most of the VA hospitals and clinics are now partially open BUT be sure you call ahead of time and confirm your individual specialty clinic is running. Don't forget to you your MyHealthy vet account where possible. You can e-mail your primary care provider with your questions or concerns.

Secondly, although the VA physical building was closed, the VA has been working nonstop on their claims. There is no need to wait until the Regional

Office opens, you can file online.

Finally, when your post meetings start up again in the fall, here are four topics you should bring up.

1. Stress to your members that a legible copy of their DD 214 or separation papers should be on hand, at home and in a safe place. Be sure your next-of-kin knows where it is located. This important document will be needed to make funeral arrangements when you pass away.
2. If you wish to be interred at Abe Lincoln or any other Veterans Administration National Cemetery apply for a pre-need determination for yourself and your spouse. Use Veterans Administration form 40-10007 which can be obtained by calling the National Call Center (1-800-827-1000) of the Veterans Administration. This will confirm your eligible and you can still choose to be buried somewhere else when the time comes.
3. If any of your members have veteran friends or relatives buried at private cemeteries they can now order a government medallion reflecting their branch of service. This medallion can then be affixed directly to the private stone. That claims form is a 40-1330M and can be obtained at the same number.
4. Ask all your members who served in Vietnam if they are familiar with the medical problems caused by Agent Orange. Some of the more common ones are diabetes, coronary artery disease, certain cancers and Parkinson's disease. If they have any of these have them contact us as soon as possible to file a claim. Even one day of "boots on the ground" could qualify. Our office number is shown above.

Looking forward to September and hopefully the reopening of man of our posts!

No one is useless in this world that lightens the burdens of another.

Ray Toczek

Department Medical Officer Dr Don Horn 29 July 2020

Adults are aware of the importance and the benefits of regular exercise for both mental and physical health. But whenever our daily schedules are interrupted it can be easy to fall out of our exercise routine. Be it closure of park trails, reduced gym admittance or social distancing it may affect people's ability to exercise, especially if there is a shelter in place order or bad weather.

For those working from home, you might realize you are sitting more than normal and if caring for children or grandchildren it may make it even more challenging to find time to exercise. Plus, while being confined to the inside it can lead to higher calorie consumption which can promote weight gain. Limiting trips to the grocery store, skipping fresh fruits and vegetables in favor of stocking up on calorie-dense, non-perishable foods, and financial difficulties may cause us to opt for less expensive, ultra-processed food options. And all the extra hours you're spending at home may make you more likely to snack, bake or prepare high-calorie comfort foods. Additionally, many people are coping with fear, anxiety, stress, financial concerns, sadness, boredom, and isolation all of which have a negative effect on diet, physical and mental health.

American Heart Association recommends, adults should aim for at least 150 minutes of moderate-intensity physical activity, or at least 75 minutes of vigorous-intensity physical activity, per week. If you have a chronic condition or are an older adult, you should check with your doctor before starting a new home exercise program. Your doctor may be able to recommend exercises that are safe for you and will let you know what types of exercise you should avoid.

Just a few suggestions to help you get moving:

Exercise with family: Walks, bike rides, dance parties, yoga sessions, and walking the dog.

Get outdoors: Walking, cycling and hiking can help you get some much-needed fresh air while staying safely away from others. If you don't have time for a full length workout you can break it up into several 10 minute intervals.

Follow along with online exercise videos: Many exercise studios and other community organizations or your local gym are now providing on-demand virtual fitness content.

Tackle calorie-burning chores: Chores such as mowing the lawn, working in the garden, washing the car, or cleaning out the garage provide excellent opportunities to build muscles and burn calories. In addition to the sense of accomplishment you feel when the task is completed.

Summary: Although it takes effort to create and adjust to a fitness routines, exercise

is especially important now because it can reduce stress, prevent weight gain, boosts the immune system, and improves your sleep. Exercise is beneficial for everyone, including those with chronic health conditions, such as diabetes, arthritis, or heart disease. Regular exercise can improve balance, flexibility, strength, mobility, cardiovascular health your energy level and your overall well being.

Don Horn

CALENDAR OF EVENTS for FIRST DIVISION
All Division meetings: DEC @ 7:00, meeting @ 7:30

August 9	American Legion, Department of Illinois Awards and Membership Kickoff. Franklin Park Post 975, Pacific Ave in Franklin Park (doors open at 11am / Program at noon)
September 2	Division Meeting: Dorie Miller Post 915, General Richard L Jones Armory, 5200 S Cottage Grove Ave in Chicago
November 4	Division Meeting: Broadview- Hillside Post 626, 4941 Butterfield Rd, Hillside, IL 60162



"The drone strikes aren't working, sir. Have you tried divorce?"

A unit of soldiers was marching a long dusty march across the rolling prairie. It was a hot blistering day and the men, longing for water and rest, were impatient to reach the next town.

A rancher rode past, "Say, friend," called out one of the men, "how far is it to the next town?" "Oh, a matter of two miles or so, I reckon," called back the rancher.

Another long hour dragged by, and another rancher was encountered. "How far to the next town?" the men asked him eagerly. "Oh, a good two miles."

A nearly half hour longer of marching, and then a third rancher. "Hey, how far's the next town?" "Not far," was the encouraging answer, "only about two miles."

"Well," sighed the optimistic sergeant, "thank God, we're holding our own, anyhow!"

COMMISSION/COMMITTEE MEETINGS

These FALL meeting dates are predetermined by the Department HQ Office

Commission/Committee Chairman MUST schedule subsequent meetings after Fall Meetings by contacting Headquarters via phone, letter or email.

OCTOBER 3, 2020

10:00 AM

**Legislative Commission
National Security Commission
Internal Affairs Commission
POW/MIA
Public Relations/Information Exchange**

1:00 PM

**Poppy Sales/Production
Religious Emphasis
Education & Scholarship
State Fair Veterans Day/Uniformed Groups
Legion Riders
Community Service**

OCTOBER 17, 2020

10:00 AM

**Americanism Commission
Children & Youth Commission
Veterans Affairs & Rehabilitation Commission
Baseball
Boy Scouts
Safety, Law & Order**

1:00 PM

**Veterans Employment and Education Commission
Gifts to the Yanks Who Gave
Technology
Veterans Assistance Liaison
Veterans Home Advisory
Disaster Relief**

WILL MEET AT THE CALL OF THE CHAIRMAN
COMMANDER'S ADVISORY COMMITTEE
CONSTITUTION AND BY-LAWS COMMISSION
FINANCE COMMISSION
FLAG ALLIANCE COMMITTEE
NATIONAL CEMETERY-MONUMENT COMMITTEE
PREMIER BOYS STATE
SONS OF THE AMERICAN LEGION LIAISON
TRUST FUND COMMITTEE

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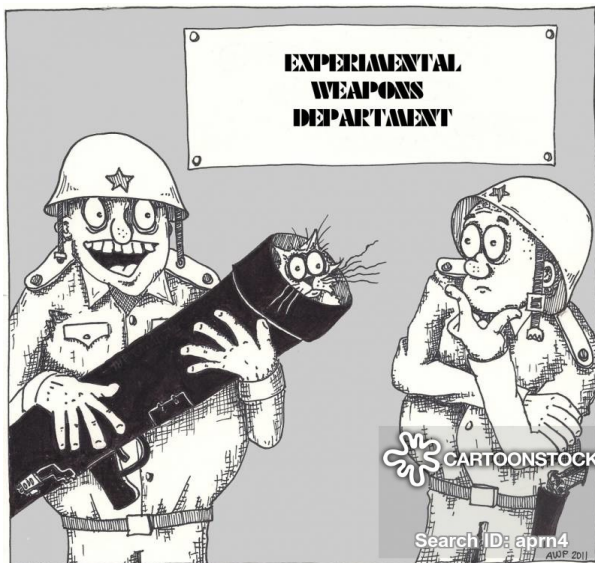
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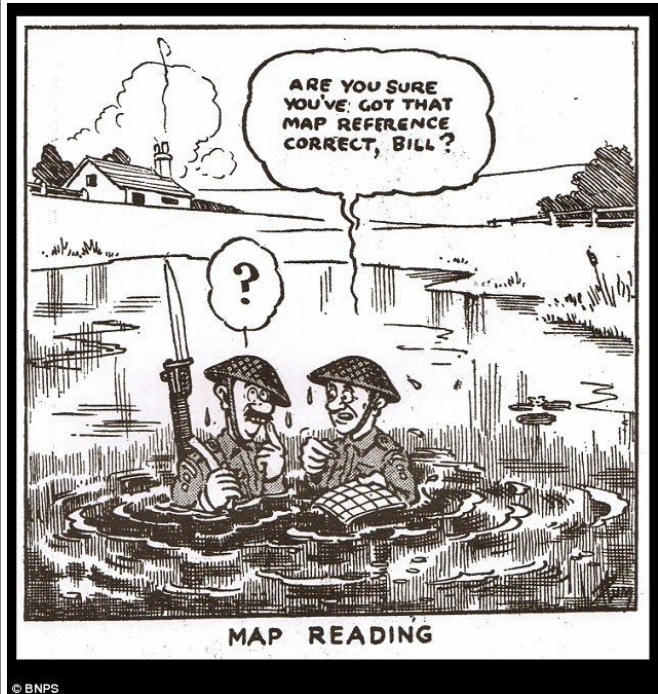
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Medical Officer & Aide to Commander
DR. DON HORN

Historian & Special Adviser
WILLIAM COOPER



I know it doesn't look like much, but have you ever been shot in the face with a pissed-off cat?



The How-Tos of Video Conferencing Etiquette 9 Tips for Proper Meeting Protocol

Jamie Davidson: April 16, 2020

Tip #1 Stick to a Schedule

No one enjoys sitting around on an empty conference line, listening to hold music and waiting for the host to show up. If you're running an online meeting, start promptly out of respect for attendees' time. When latecomers join, don't

repeat what you've already covered. Instead, catch them up later – after the call – rather than wasting the time of everyone who arrived on schedule. To avoid making participants late for other meetings or taking them away from other priorities, be conscious of your end time as well.

One of the best tools in your arsenal for staying on schedule is your agenda. Make sure you follow the timetable set out in advance. Your attendees are expecting this pace also. If they know the schedule you're trying to stick to, they'll be able to help you stay on track rather than wasting time figuring out what else to cover or interjecting with unrelated items.

Tip #2 Minimize Distractions

Distractions make a significant impact on a video conference. It's tempting to think that just because you aren't in the same room as your fellow attendees they won't notice you scrolling through your phone or composing an email on another screen.

Distracted behavior hurts everyone, especially if distractions mean that the organizer has to go back and repeat information that's already been shared. To reduce potential distractions and stay engaged:

- Turn off or silence your phone (if you aren't using it to call in)
- If you're calling in on your phone, do not work on other projects on your computer. Stay focused on the meeting.
- If you're connecting on your computer, close down all other apps and browser windows to eliminate notifications.
- Avoid rustling papers, eating noisy foods or making other distracting noises in the background.
- Be careful not to interrupt others when they're speaking. Though, this can admittedly be difficult if lags in audio responsiveness or video streaming make it unclear when other participants start and stop speaking. This is a significant reason to invest in a conferencing solution with the highest quality HD audio and video.

Another great tip: mute your mic when you aren't speaking. We've all heard conference call horror stories about people who assumed they were on mute only to share private or unsavory information to an unintended audience.

Meeting manners don't go away just because you aren't physically present with the other participants. Put the golden rule to work here: do unto other online meeting attendees, as you would have them do in your meetings.

Tip #3 Start the Call Right

Meetings should always start with introductions. If you're hosting the call, make sure everyone is properly announced so that all attendees are aware of who's on the line. If people don't know each other, a round of brief introductions that

increases awareness of everyone's roles and responsibilities can make the rest of the call go more smoothly.

Once introductions have been made, briefly remind participants why you've gathered. Include the reason for the meeting and any necessary objectives or outcomes. This is also a great time to go over any housekeeping items or ground rules for the call. This can include asking participants to shut down notifications, but it's also a good idea to set expectations regarding questions. If you have a prepared presentation, for example, you may ask that attendees hold their questions until the end – rather than have a more informal discussion, where back-and-forth is appropriate.

Tip #4 Keep It Professional

Virtual meetings often feel less stressful than in-person meetings, which can make it feel tempting to relax, kick back and be more casual than you would around others in the same room. Even if participants can't see you at home with your bare feet kicked up on your desk, your casual attitude will carry across in the sound and tone of your voice.

Whether you're participating in an audio or video conference, maintain a professional posture and appearance. Dress the way you would as if you were meeting in person. Don't assume that pants are optional on a video call. Fellow attendees may only be able to see you from the waist up until you unexpectedly need to stand up!

Tip #5 Protect Sensitive Information

If you are sharing your screen while presenting to the other meeting attendees, make sure that only intended content is seen. Before you launch a video conference, close unnecessary tabs from your browser window and other apps you've been working on. When sharing your full desktop, searching in the browser's address bar could summon up potentially embarrassing auto-complete results. Launching a fresh browser window and preparing ahead of time will help keep sensitive or potentially embarrassing information confidential.

For extra control of what participants see during your presentation, choose the option to screen share only one screen or one app (i.e. only a Powerpoint presentation) instead of your full desktop. This way the focus is on you and your presentation, not on anything that will distract from your message.

Tip #6 Keep the Meeting Moving

While being respectful of everyone's time is always a best practice, keep in mind that many workers are now juggling unanticipated childcare or other care giving responsibilities on top of their usual workloads. The best thing you can do to support them as an organizer is to keep the meeting moving. First, limit

meeting attendees to only those who are truly necessary. Just because you can have dozens of meeting attendees doesn't mean that you should. Keeping the guest list limited to essential participants minimizes disruptions stemming from over-talking and can help keep the meeting's agenda on track.

It's also a good idea to encourage participants to use the chat and file transfer features in the video conference for side conversations or questions. This way, the main conversation can continue uninterrupted.

Tip #7 Plan an Effective Wrap-Up

At the end of the meeting, don't just log off and move on with your day. Instead, end with a quick recap providing decisions made and actions agreed on. In addition, let everyone know what to expect next, such as:

- That you'll send out meeting minutes and a link to the conference recording.
- You'll follow up with answers to questions that you weren't able to provide during the meeting.
- You'll make arrangements for the next video chat follow-up.

And of course, thank everyone for their time. A successful online meeting requires active participation by every attendee. Show your appreciation for their efforts by saying thank you before closing down the line.

Tip #8 Prioritize Security

Rapid increases in demand for video conferencing services have revealed the unfortunate fact that some services aren't as secure as assumed or required. When choosing a video conferencing company, make sure you do an apples-to-apples comparison of security features and prioritize which are right for your business needs.

Further, review the user-based features that allow added levels of protection such as meeting waiting rooms, dial-out capabilities, meeting locks to unauthorized attendees, password protection, and private recordings.

Tip #9 Give Some Grace

While the tips I've shared hopefully help transform what in the past were in-person meetings to successful online meetings, there's one additional note I'd like to leave you with. And that's to be patient with participants and allow some grace for any miscommunications that occur.

Video conferencing allows you to receive more of the physical cues that play a role in communication, but when you're on an audio call, you're essentially flying blind. As Drake Baer writes for Fast Company, "When people communicate face to face, there's a whole bunch of information being transferred that isn't even verbal. The way you hold your body shapes your

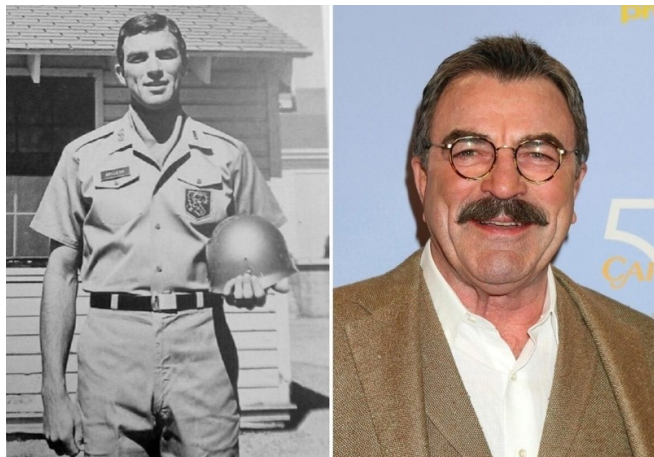
confidence, your eye contact indicates whether you look careless, creepy, or cool.”

Because you’re only receiving part of the full communication process on a conference call or a virtual meeting without video, comments may be misconstrued. Without the full context of body language and facial expressions, the tone can be misinterpreted. Subsequently, if you leave an online meeting feeling less than positive about what was said, take some time to investigate more thoroughly. You may be able to resolve potential issues by remaining open to the possibility that signals were missed during the call. Suggest a video conference next time.

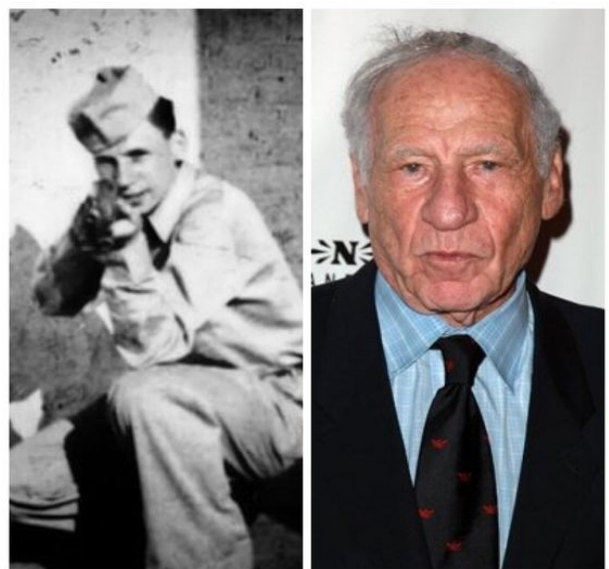
Putting it All Together

Online meetings and video conferences are an efficient means of communication and invaluable methods for bringing people together. But without preparation and processes intended to make them as effective as possible, they risk wasting participants’ time without actually achieving anything of value.

Follow these 9 video conference etiquette tips during your next meeting, and hold your team members to these same standards. By elevating your online meeting experience, you can ensure your next call runs smoothly and remains productive for everyone involved.



During the Vietnam War, Tom Selleck was issued draft orders. To take some measure of control over the situation, he joined the California National Guard in the 160th infantry regiment. He served from 1967 to 1973. He later appeared on California National Guard recruiting posters.



Mel Brooks served as a corporal in the 1104 Engineer Combat Battalion, 78th Infantry Division as a combat engineer. WWII



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