



Young Ladies' Grand Institute

A Catholic Women's Organization

Esther Vasquez, Grand President

Patricia McGuire, Grand Secretary

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April 2024

Dear Sisters:

NEWS FROM THE MARCH BOARD OF GRAND DIRECTORS' MEETING: As you know the March Board of Grand Directors' meeting was held on March 9, 2024. At that meeting, the Board of Grand Directors approved the following:

- The registration fee for the 120th Grand Institute Convention was set at \$50.00 for Grand Officers and All Delegates and an additional \$25.00 for Technology Connectivity for virtual Delegates and \$10.00 for the Visitor's packet.
- The 2024 Convention packets were distributed or mailed to all Institutes, Grand Officers and Past Grand Presidents.
- A final revision to the expense voucher was approved by the Board. See attached
- The *draft* minutes from the November Board of Grand Directors' meeting were approved. A final copy will be sent/emailed to all Institute Recording Secretaries, Grand Officers and Past Grand Presidents.
- Proceedings from the 119th Grand Institute Convention in Reno, Nevada will be distributed at the 120th Grand Institute Convention.

QUARTERLY REPORTS for the quarter ending March 31st are due in this office no later than April 30, 2024. Checks for the **Per Capita Tax of \$3.50 per member, Grand Institute Assessment of \$0.25 per member and Death Assessment of \$1.05 per Beneficial member** must accompany the reports. Please make checks payable to Young Ladies' Grand Institute and send it with two (2) copies of the report. This report is used by many committees to compile data for the upcoming convention. Therefore, it is extremely important that they are submitted in a timely manner.

FINANCE COMMITTEE REIMBURSEMENT GUIDELINES: The Finance Committee, with input from the Grand Treasurer and Grand Secretary, have written guidelines for reimbursements from Grand Institute, effective April 1, 2024. We hope these guidelines bring clarification to all members and committees. Please note that some reimbursements must be reviewed and approved prior to submission. We take into account the amount of funds available for Grand Institute operating expenses which includes reimbursements.

Attached are the Reimbursement Guidelines and the March 9, 2024 revised Expense Voucher which now includes a section for other/misc. These documents will be available on the YLI website ylineonline.org

If you have any questions contact chairman Elaine Brady.

DELEGATES AND ALTERNATES FOR THE 120th GRAND INSTITUTE CONVENTION are to be elected during the month of April after the reading of your quarterly report and assessments are paid. Instructions concerning notification of membership, number of delegates, eligibility etc., can be found in the Constitution, Article XV, pages 39-40. Credentials for Delegates and Alternates are included with this letter. Please review the "Instructions" from the Credential Committee. Convention packets were distributed at the March Board meeting. Packets were mailed to those not present.

IMPORTANT MESSAGE FROM CONVENTION 2024 CO-CHAIRMEN: "All masses will be held at the hotel. Because of this change, the bus has been cancelled. Please disregard the column on the reservation form. Thank you."

CANDIDATES FOR GRAND OFFICE must submit their Voice of YLI ad and photo by **April 30, 2024**. Candidates for the Office of Grand 2nd Vice President must include a 50-word vision statement. The cost of the ad with last year's picture is **\$15.00**. An ad with a new picture is **\$20.00**. Please make checks payable to **Young Ladies' Grand Institute** and send with your photo and information to the Grand Secretary. **Guidelines for Candidates** and a **YLI Candidate information** form may be obtained from this office or by visiting our website – ylionline.org. The **YLI Candidate Information** form must be one page, typed and copy ready.

990-N and CA FTB 199-N REMINDER: For those that have not contacted the IRS recently, please note that they now have a new process called ID.me. ID.me is a 2-step identification process that verifies your identify. When creating an account, an email address and multi-factor authentication is required.

Each Institute is required to complete a 990-N (or 990 if gross receipts are more than \$50,000.00) on an **annual** basis. All California Institutes must also file a CA FTB 199-N. Both forms must be filed online. When filing your 990-N and CA FTB 199-N, please make sure the reporting period is April 1, 2023 – March 31, 2024. Your **ACCEPTED 990-N & CONFIRMED 199-N** must be submitted to the Grand Secretary's office by **May 31, 2024**. Also, please send the name and contact information (telephone and e-mail) of the person in your Institute who is responsible for filing the information.

If you have any questions, please contact June McJunkin, Grand Treasurer or Pat McGuire, Grand Secretary.

GRAND PRESIDENT'S PROGRAM: Chairman Barbara hopes you have been enjoying learning more

about what a wonderful resource libraries are. She is looking forward to reading your reports. Please send them to Barbara by April 30, 2024.

Lastly, you can visit the website if you need another copy of the report form.

PGP DOLORES WILLIAMS: It is with much sadness that I report that PGP Dolores Williams passed away on March 14, 2024. Dolores was installed as Grand President in the Gold Coast Ballroom of the DoubleTree Hotel in Ventura, California on July 1, 1998. She presided at the 96th Grand Institute from June 28-30, 1999 at the DoubleTree Hotel in Rohnert Park, California. Dolores' Grand President's Program focused on arthritis. Condolences may be sent to the Williams Family. May she rest in peace.

COMMITTEE CHAIR AND MEMBER LIST” & DISTRICT & INSTITUTE DEPUTY LIST. Please make the following corrections:

- See Deputy Gram and Membership Committees - Kathy Augusta's email

- Crystal Conner's contact information

OFFICIAL VISITS OF GRAND PRESIDENT ESTHER VASQUEZ:

APRIL	1	Marie Dorion #230, Salem, OR	
	3	Tahoma #67, Tacoma, WA	
	8	Bishop Dougherty #214, Richland, WA	
	10	Queen of the Universe #216, Milwaukie, OR	
	16	Holy Disciples #253, Puyallup, WA	
MAY	2	Livermore #44, Livermore, CA	
	6	Our Lady of Hope #258, Martell, CA	
	13	Ana Malia #208, Kaneohe, HI	
	19	Antoinette #193, Hughson-Ceres, CA	75th Anniversary
	21	Mater Christi #140, Oakland, CA	

OFFICIAL VISITS OF GRAND SECOND VICE RESIDENT JULIE KERSTING:

APRIL	8	Yosemite #117, Merced, CA
	10	St. Bernard's #150, Tracy, CA

Wishing you a Happy and Blessed Easter!

With Sisterly Love,

Esther Vasquez
Grand President

Patricia McGuire
Grand Secretary

ENCLOSURES:

- Credential of Delegates and Alternates
- Certificate of Good Standing For Grand Officers and Past Grand Presidents
- Credential/Convention Forms Instructions
- Visitor Registration Form
- Revised expense voucher – effective 3/9/24
- Finance Committee Reimbursement Guidelines
- Deputy Gram