



PREFACE

The District Governors are the BACKBONE of UNICO National. As the only link between the Chapters in their District and National, upon their shoulders lies the success or failure of UNICO National. To accept the office of District Governor solely for the prestige the office contains is to perpetrate a grave injustice to that Office, the District and to UNICO National in general. No person should seek this office without a plan to fulfill the various obligations and duties that the office demands.

The election of a capable and committed District Governor is essential. All seeking this position must understand and be willing to fulfill the requirements as set down. District Chapters are obliged to select candidates that will provide quality leadership.

WHAT EVERY DISTRICT GOVERNOR SHOULD KNOW

I. COMPOSITION OF A DISTRICT

In each state in which there are two (2) member Chapters, the National Board of Directors shall create a District and in each state where there are five (5) or more member Chapters, the Board of Directors may create one (1) District for every five (5) Chapters or fraction thereof over one. A District should always consist of at least two (2) Chapters, but not more than nine (9) Chapters. In any state in which there is only one (1) member Chapter comprising the District, the Board of Directors shall, at its Annual Meeting, inform the District Governor that that District will be placed on probation for a period of one year. Within said period of time, that District will be expected to comply with the minimum requirements stated above. Failure to do so will result in the dissolution of said District. The Board of Directors shall further assign that Chapter to the nearest District in the nearest state, if practical. The National President shall have the power to assign new Chapters to Districts, pending action by the Board of Directors.

The District shall be composed of the President and Delegates of each member Chapter in the District. Each member Chapter shall be represented at every District meeting, by President only if total membership, per certified membership list, is between one and ten members; by one (1) delegate or one (1) alternate, if total membership, per certified membership list, be between eleven and nineteen members; two (2) delegates or two (2) alternates if total membership, per certified membership list, be between twenty to fifty members; and if membership exceeds fifty members, there shall be an additional delegate or alternate for every additional twenty-five members, or part thereof. The President of the member Chapter shall be an additional Delegate by virtue of his office.

<u>MEMBERS</u>	<u>NUMBER OF DELEGATES OR ALTERNATES</u>
1-10	President
11-19	President +1 Delegate or 1 Alternate
20-50	President +2 Delegates or 2 Alternates
51-75	President +3 Delegates or 3 Alternates
76-100	President +4 Delegates or 4 Alternates
101-125	President +5 Delegates or 5 Alternates
126-150	President +6 Delegates or 6 Alternates
151-175	President +7 Delegates or 7 Alternates
176-200	President +8 Delegates or 8 Alternates

The District shall be administered by (1) District Governor, (2) First Deputy District Governor, (3) Second Deputy District Governor, (4) First Alternate Deputy District Governor and (5) Second Alternate Deputy District Governor, who are to be elected by the member Chapters at a District meeting, held prior to the Annual National Convention and Board of Directors meetings, but not before June 1. Certification of said election signed by the outgoing District Governor and District Secretary must be filed with the National Office at least fifteen (15) days prior to the Annual National Board of Directors meeting. Failure to do so will result in the loss of all voting privileges at this meeting. Further, if certification of said election is not filed with the National Office at least fifteen (15) days prior to the Mid-Year Board of Directors meeting, the District will also forfeit its right to vote at that meeting as well. It should be further noted that voting privileges will also be removed if those District Officers, specifically referred to above, are not members in good standing in their member Chapter and/or if their Chapter is not in good standing with UNICO National.

II. QUALIFICATIONS AND TERM OF OFFICE

A. Candidates for the Office of District Governor shall have the following qualifications:

1. They shall be a member in good standing of a member Chapter in the District for at least two (2) years.
2. Their Chapter must be in good standing with UNICO National.
3. They shall have served as the President of a Chapter.

B. Candidates for the Office of Deputy District Governor or Alternate Deputy District Governor shall have the following qualifications:

1. They shall be a member in good standing of a member Chapter in the District for at least two (2) years.
2. Their Chapter must be in good standing with UNICO National.
3. They shall be either a Chapter President or a Chapter Delegate or Alternate of a member Chapter in this District.

C. The term of office of the District Governor shall be one (1) year beginning immediately after the adjournment of the Annual National Convention next succeeding his/her election to office and shall terminate at the adjournment of the following Annual National Convention or until his/her successor has been elected and qualified. Under no circumstances shall the member serve more than two (2) consecutive terms.

D. The term of office of the Deputy District Governors and Alternate Deputy District Governors shall run concurrently with that of the District Governor. Under no circumstances shall a person serve more than two (2) consecutive terms as First Deputy District Governor, Second Deputy District Governor, First Alternate Deputy District Governor or Second Alternate Deputy District Governor. No member Chapter shall have more than one member serving concurrently in the capacity of District Governor, Deputy District Governor or Alternate Deputy District Governor, except in a District having less than three Chapters.

There seems to be some confusion as to who has the voting power at the Annual National Convention, the outgoing District Governor, or the incoming District Governor. Remember, the newly elected District Governor does not officially take office until after the adjournment of the Annual National Convention; therefore, the voting power during the Convention is in the hands of the outgoing District Governor. The newly elected District Governor and Deputy District Governors receive voting rights when the Annual National Board of Directors meeting convenes immediately after the adjournment of the Annual National Convention.

III. DUTIES OF THE DISTRICT GOVERNOR

The duties of the District Governor are varied. Some are clearly defined by the Constitution in **Article IX** and **Article VI**, and others are not. The latter have been included to provide you with a complete picture of what is expected of the working District Governor, during tenure in office. You must become acquainted with them to be an effective District Governor.

A. ATTENDANCE AT NATIONAL MEETINGS

1. Two (2) National Board of Directors Meetings
2. Annual National Convention
3. Regional Meetings
4. District Governor Seminars
5. District Governors Conferences

B. CALLING OF DISTRICT MEETINGS

1. At least four (4) District Meetings annually
 - a. First to be held on or before October 15
 - b. Second to be held on or before January 15
 - c. Third to be held on or before April 15
 - d. Fourth to be held on or before July 15, but not before June 1

District meetings should be called upon 10 days notice, in writing, to all: Chapter Presidents, Chapter Delegates and their Alternates, Deputy and Alternate Deputy District Governors, the Immediate Past District Governor, and the Regional District Governor Representative, specifying the date, time, location, and the agenda to be covered.

The voting power at a District Meeting is vested ONLY in the Chapter President and Chapter Delegates or Alternates. The only District Officer eligible to vote at the District Meeting is the District Governor who will cast a vote ONLY in case of a tie.

DISTRICT MEETING AGENDA

1. Call to Order
2. UNICO Prayer
3. Salute to the Flag
4. Roll Call of District Delegates
5. Reading of the minutes of previous District Meeting
6. Bills and Communications
7. Read and discuss National Correspondence
8. Reports of District Officers:
 - a. District Governor
 - b. First Deputy District Governor
 - c. Second Deputy District Governor
 - d. First Alternate Deputy District Governor
 - e. Second Alternate Deputy District Governor
9. Unfinished Business
10. New Business
11. Introduction of Invited Guest(s)
12. Good and Welfare
13. Treasurer's Report
14. Adjournment

C. APPOINTMENT OF DISTRICT OFFICERS AND CHAIRPERSONS

The first duty of the newly elected District Governor is to appoint his/her District Officers and Chairpersons for the ensuing year. This task must be completed by July 15.

1. District Secretary
2. District Treasurer
3. General Counsel
4. Sergeant-at-Arms
5. District Scholarship Chairperson
6. District Expansion Chairperson
7. District Membership/Retention & Development Chairperson
8. District Mental Health Chairperson
9. District Cooley's Anemia Chairperson
10. District Athletic Awards Chairperson
11. District Chairperson for National Awards Programs:
 - a. Vastola Award
 - b. Rizzuto Award
 - c. Cianci Award
 - d. Americanism Award
 - e. Athletic Award
12. District Publicity Chairperson
13. Any other chairperson he deems necessary to assist him in running an effective District

It may prove beneficial to the District if the District Governor would form a "Past District Governor's Advisory Committee", on the same pattern as the "Past National President's Advisory Committee". It always helps to seek the guidance and assistance of those people who have already had experience in the position you now hold.

D. CHAPTER VISITATIONS

1. Make at least one (1) personal visitation to each Chapter in the District at its Business Meeting.
2. Encourage your Deputy and Alternate Deputy District Governors to visit Chapters during the year.
3. Visitations should be planned and instructional.
4. Be aware of weaknesses and be prepared to give constructive criticism and suggestions for improvement.
5. Have available a sample "Business Meeting Agenda" to give to a Chapter President, if needed. When visiting a Chapter in your District, you should be prepared to answer any questions put to you pertaining to:
 - a. The History of UNICO National
 - b. Rules and Regulations of UNICO National
 - c. Structure of UNICO National
 - d. Ongoing programs of UNICO National
 - e. Encourage Chapter participation in ongoing UNICO National programs
 - f. UNICO Foundation, Inc.
6. If a Chapter in your District is having problems, it is incumbent upon you, as the District Governor, to attend every meeting, if necessary, to determine where the Chapter is having the problem and what you can do to alleviate it. If you find that additional help is needed, it is incumbent upon you to notify the First National Vice President, seeking his/her assistance as soon as possible. You should also make use of the other agencies within UNICO National, such as:
 - a. The Regional District Governor Representative
 - b. The Regional Director of Expansion
 - c. The Regional Director of Membership/Retention & Development
 - d. The National Vice Presidents
 - e. The Executive Administrator of UNICO National
 - f. The National President

IV. DUTIES OF THE DEPUTIES AND ALTERNATE DEPUTIES

A. The First Deputy District Governor shall assist the District Governor by supervising the following National Program preoccupations on the local Chapter and District levels:

1. Mental Health
2. Cooley's Anemia
3. Scholarship

He/she will also perform such other duties as may be assigned him/her by the District Governor.

B. The Second Deputy District Governor shall assist the District Governor by supervising the following local Chapter and District programs:

1. Membership/Retention & Development
2. Expansion
3. National, District and Local Awards:
 - a. Vastola
 - b. Rizzuto
 - c. Cianci
 - d. Americanism
 - e. Athletic

He/She will also perform such other duties as may be assigned him/her by the District Governor.

C. The First Alternate Deputy District Governor shall assist the District Governor by supervising the activities of:

1. Chapter and District Achievement Programs
2. Chapter and District Scrapbook Awards Programs
3. Chapter and District Special Projects Programs

He/she will also perform such other duties as may be assigned him/her by the District Governor.

D. The Second Alternate Deputy District Governor shall assist the District Governor by supervising the activities of:

1. Local and District Public Relations Programs
2. Local and District Community Activities Programs
3. Local and District Columbus Day Activities

He/she will also perform such other duties as may be assigned him/her by the District Governor.

V. ROLE OF THE DISTRICT GOVERNOR, DEPUTIES AND ALTERNATES IN EXPANSION, MEMBERSHIP RETENTION AND DEVELOPMENT

Since the future of any organization is based on its ability to grow and retain what it possesses, this area should be of primary concern to the District Governor. For all intents and purposes, the District Governor and his/her staff are the key Expansion and Retention Officers in a District. They should be constantly aware of the possibilities for Expansion and, certainly, should be aware of the problems of Membership Retention and Development within their District.

Expansion

- A. The District Governor shall appoint his/her Second Deputy Governor to oversee District Expansion.
- B. The name, address and telephone number should be forwarded to the National Expansion Director, the Regional Expansion Director and the National Office.
- C. The District Governor should assist his/her appointed Expansion Director in a study to determine in what areas new Chapters could possibly be formed.
- D. Once the area is selected, inquiries should be made (either to nearest Chapter, or through the telephone directory) to find several people who may be able to spearhead the drive to form a new Chapter.
- E. Names, addresses and telephone numbers of leads should be forwarded to the National Expansion Director, Regional Expansion Director and the National Office.
- F. Set up several meetings to orient these members about our organization; the District Governor should be present at these preliminary meetings.
- G. After groundwork is laid out, the National Expansion team should be called in to finalize the formation of the Chapter.

There is no reason why a District cannot produce at least one (1) new Chapter a year. We must all be cognizant of the fact that expansion is everyone's job.

Membership and Retention

Membership growth and retention in existing Chapters is equally important. As was pointed out in the section on "Chapter Visitations", the District Governor should be aware of the lack of growth in his/her Chapters, and should have knowledge of the reasons for this lack of growth and retention. Being aware of the reasons, he/she should proceed as was indicated, in trying to help eliminate these reasons. He/she should be absolutely sure that the Membership and Retention Director is kept abreast of the problems, what is being done about them and how the Director can do to help. When we speak of Expansion and Retention, the usual question is always asked "What do we work on first, expanding in new Chapters or work on the retention and growth of our existing Chapters?" There is no reason why both areas cannot be cultivated at the same time. The District Governor and National have two teams -- one is Expansion, the other is Membership and Retention - each has its own job to do and each should work to achieve that end.

VI. CONDUCTING DISTRICT SEMINARS

Many of our problems arise because of our lack of knowledge concerning the office we seek, and the responsibilities pertaining to that office. It is the duty of the District Governor to see that all Chapter officers are aware of their duties. The most efficient way for a District Governor to do this is to conduct a District Seminar for all Chapter officers, after the Chapter elections have been held and the Chapter officers elected. Of primary concern in this Seminar are the offices of Chapter President and Chapter Secretary; however, all Chapter Officers should be invited, as well as any member who wishes to attend – he/she may be your next officer.

During the Seminar, the District Governor should discuss and illustrate, with printed samples, how to conduct a meeting. They shall include standard items on the agenda, how to prepare and follow the agenda, the difference between a Board of Directors Meeting and a General Membership Meeting and what business is conducted at each meeting. The Chapter Secretary should be instructed as to what the duties and responsibilities of that position are; the taking of the minutes and how to prepare them for the next meeting. Accuracy should be stressed. Also, how to prepare the monthly reports and where and when they are to be sent.

It would be most beneficial if the District Governor were to prepare some samples of these items and have them distributed at the Seminar, so that all could see how a well-prepared report or agenda looks like.

A question and answer period should follow the general presentation to clear up any confusion or to entertain any suggestions that anyone in attendance may want to present.

The District Governor should follow the general presentation to clear up any confusion or to entertain any suggestions that anyone in attendance may want to present.

The District Governor should follow up on his/her Seminar through his Chapter Visitations to see if everything was clearly understood or if another Seminary is necessary.

UNICO Talking Points at District Seminars

At many district meetings, members have asked the question “What does UNICO National do for us?” The answer is complex and varied which is best summed up in a set of UNICO Talking Points to assist District Governors and Chapter Presidents in answering this question.

1. The UNICO National Banner provides:

- a. The chapter and district National recognition, as one of the leading three Italian American organizations in the United States. For example, UNICO has received several invitations to the White House and Italian Government press conferences.
- b. The chapter and district with the use of the name and reputation of UNICO National which has been providing service to communities and fostering a proud, respectable image of Italian Americans throughout the United States for over eighty years.
- c. The chapter and district the freedom to support those charities or activities that are most important to their local community.
- d. The ability to raise funds under UNICO’s name.
- e. Camaraderie with fellow members throughout the United States
- f. Participation in National Programs such as Scholarship, Chapter Achievement and Award Programs.

2. Support Mechanisms and Systems that are made available:

- a. Seminars to assist in running a more efficient and successful chapter or district.
- b. Membership and expansion materials.
- c. Pre-approved funds available to chapters and districts in support of membership drives.
- d. Manuals for events such as fundraising.
- e. Office staff support to answer questions, provide forms, etc.
- f. National officer visitation upon request.
- g. National magazine that supports UNICO and its chapter and district activities.
- h. National computer website with links to chapter and district sites.
- i. Strength of numbers in combating discrimination and defamation.

3. The Charitable Identity of UNICO National is indicative of:

- a. The Scholarship Program, which was the first charity undertaken by UNICO when it was established in 1922 and since that time, millions of dollars in scholarship awards have been provided to worthy students throughout the country. National scholarships are provided at the undergraduate, graduate, and medical school level.
- b. Grants which have been provided to areas in the mental health field, such as Special Olympics.
- c. The remarkable advancements in the treatment of children with Cooley’s Anemia, which could not have occurred without the concerted effort of UNICO chapters and districts throughout the United States. When UNICO first became involved with Cooley’s Anemia, the life expectancy of afflicted children was four years old. They now live into their forty’s and fifties.
- d. Cancer Research Grants of \$50,000 each, which were underwritten by UNICO members, with the partnership of the Jimmy V Foundation. Some Medical Institutes that have received these grants are Yale University for Hodgkin’s Disease, University of Chicago for Breast Cancer, University of Connecticut for Prostate Cancer, the Cancer Research Center of New Jersey for Carcinoma and Columbia University Hospital for Lung Cancer.
- e. Italian Studies Chairs that have been established at universities throughout the country. They include The University of Connecticut, Seton Hall University, Stony Brook University and Montclair State University.
- f. The response to National Disasters in the United States and Italy which enabled UNICO to provide support to those in need in Florida and Louisiana after disastrous hurricanes and in California and Italy due to devastating earthquakes. UNICO also responded in New York City after the 9/11 terrorist attacks.
- g. The offering of Advanced Placement of Italian Language in high schools throughout the United States which was coordinated by UNICO National in conjunction with the other two leading Italian American organizations. All three organizations financially supported the effort with the College Board.

INFORMATION IN IRS REGULATION FOR UNICO NATIONAL DISTRICTS

1. An organization whose gross receipts are normally **\$50,000 or less** is required to complete and file Form 990-N (Postcard) with the IRS. This must be done online at www.epostcard.org . You must first register and get a login and password and then file your 990-N.
2. An organization whose gross receipts are normally **over \$50,000 but less than \$200,000** is required to complete and file Form 990 EZ with the IRS and may have to file it with one or more states.
3. An organization whose gross receipts are normally **over \$200,000** is required to complete and file Form 990 with the IRS and may have to file it with one or more states.

NOTE: In certain states, it may be required to use a copy of the Form 990 to satisfy state reporting requirements. Districts and Chapters may contact the appropriate officials of all states in which they conduct business to determine their specific filing requirements. These requirements vary from state to state.

4. Gross receipts are the total amount the chapter received from all sources during its annual accounting period, without deducting any costs or expenses.

The above summary is just a small capsule of information necessary to understand the filing of Form 990.

The following is a list of some points that each chapter should perform immediately to insure that the districts and chapters are in compliance with IRS and State regulations:

1. Itemize prior year's Revenue and Expenses to establish the criteria of filing Form 990. For example: less than \$50,000, more than \$50,000, etc.
2. Prepare a budget (if not already done) of Revenue and Expenses to forecast what criteria of filing status it will fall into for the current and future years.
3. Obtain a copy of all prior year's Returns filed with the IRS and respective states. This is to update the records of the filing status.
4. Obtain a Federal Employer Identification Number (www.irs.gov) and a State Registration Number; and if applicable also a State Sale Tax Exemption Number.

VII. COMMUNICATION WITH THE NATIONAL OFFICE

Communication is the only link we have between Chapters, Districts and National. Once this line of communication breaks down, contact with all levels of our organization ceases. It is imperative that communication remains open at all times.

VIII. DISTRICT PUBLICITY AND PUBLIC RELATIONS

Everything that has been mentioned to this point is for naught unless we make the Community around us aware of who we are, what we are and what we are doing. This can be accomplished only with a good publicity campaign in your District and on a National level.

It may not be generally known that there is a FCC ruling that a percentage of Air Time must be devoted to Public Service Announcements. It may be very advantageous to UNICO if Chapters and Districts would contact their local Radio and Television Stations and inquire as to what the procedure is to get a Public Service Announcement on the air. Then, when an affair or special event is to take place, a press release can be prepared and sent to the Stations several weeks before and it will be announced on the air.

IX. ADDITIONAL DUTIES OF THE DISTRICT GOVERNOR

A. It shall be the duty of the District Governor to program, direct and supervise the activities of that district. The District Governor shall be further charged with the responsibility of seeing that the following tasks are completed before leaving office:

1. That the District Transition of Officers Questionnaire and the District Governors Directory Information are completed and submitted to the National Office on or before July 15 each year.
2. That the incoming District Governor appoints his District Chairpersons for all ongoing National and District programs and said information be included on the proper forms. This material is to be forwarded to the National Office on or before July 15.
3. That the necessary cards and bank forms are filled out, indicating the new officers for the ensuing year.
4. That the year-end report of the District Governor's activities is filed with the National Office on or before July 15.
5. That the incoming District Governor completes the following:
 - a. Send a letter of Welcome to the newly elected Chapter Presidents in the member Chapters of the District, informing them of any plans for the year.
 - b. Set the date, time and location of each District Meeting for the year, giving advance notice in writing to all Chapter Presidents and Delegates.
 - c. With the District Officers and/ or District Budget Committee, prepare and budget for funding the office. The District Delegates should place said budget on the agenda for the First District Meeting of the new year for action.
 - d. District budget must be filed with the National Office no later than November 30.
6. That each member Chapter in the District had filed their certified membership lists and National Dues with the National Office by the July 15 deadline.
 - a. During your term of office you will compile and record data on each member Chapter in your District. All this information must be placed on the appropriate reporting form, which is to be forwarded to the National Office by the end of the first week of each succeeding month. The information submitted will be disseminated to the Chairperson of the District and Chapter Achievements and Awards Committee to be included as part of the record to assist them in their deliberations and selection process for the outstanding Chapter and District Governor's Awards.
 - b. Prepare a written report of your activities for the first half of your term in office. This report must be filed with the National Office no later than 15 days prior to the convening of the Mid-Year meeting of the National Board of Directors in March.
 - c. You will see to it that all Chapters in your District reply to all written communications requiring a response within a two-week period of time or from the date of first knowledge. In turn, you will be expected to do the same to insure that the lines of communication remain open at all times.

As a National Officer, your job is not an easy one. There are numerous duties and responsibilities that go with the territory. The office of District Governor is one that will take up a great deal of your time and effort. If you are unable to make a firm commitment to the position, then do not seek it. If, on the other hand, you are ready to accept the challenge, then WELCOME ABOARD. UNICO National NEEDS YOU!

**DISTRICT ELECTION RESULTS
20XX-20XY**

DISTRICT GOVERNOR

NAME _____

ADDRESS _____

CITY _____

STATE ZIP _____

CHAPTER _____

BUS. # _____

RES. # _____

e-mail _____

DEPUTY DISTRICT GOVERNORS

NAME _____

NAME _____

ADDRESS _____

ADDRESS _____

CITY _____

CITY _____

STATE ZIP _____

STATE ZIP _____

CHAPTER _____

CHAPTER _____

BUS. # _____

BUS. # _____

RES. # _____

RES. # _____

e-mail _____

e-mail _____

ALTERNATE DEPUTY DISTRICT GOVERNORS

NAME _____

NAME _____

ADDRESS _____

ADDRESS _____

CITY _____

CITY _____

STATE ZIP _____

STATE ZIP _____

CHAPTER _____

CHAPTER _____

BUS. # _____

BUS. # _____

RES. # _____

RES. # _____

e-mail _____

e-mail _____

DISTRICT COMMITTEE CHAIRPERSONS

SCHOLARSHIP

NAME _____

ADDRESS _____

CITY _____

STATE ZIP _____

CHAPTER _____

BUS. # _____

RES. # _____

e-mail _____

COOLEY'S ANEMIA

NAME _____

ADDRESS _____

CITY _____

STATE ZIP _____

CHAPTER _____

BUS. # _____

RES. # _____

e-mail _____

ITALIAN HERITAGE AND CULTURE

NAME _____

ADDRESS _____

CITY _____

STATE ZIP _____

CHAPTER _____

BUS. # _____

RES. # _____

e-mail _____

ANTI BIAS COMMITTEE

NAME _____

ADDRESS _____

CITY _____

STATE ZIP _____

CHAPTER _____

BUS. # _____

RES. # _____

e-mail _____

MENTAL HEALTH

NAME _____

ADDRESS _____

CITY _____

STATE ZIP _____

CHAPTER _____

BUS. # _____

RES. # _____

e-mail _____

MEMBERSHIP AND RETENTION

NAME _____

ADDRESS _____

CITY _____

STATE ZIP _____

CHAPTER _____

BUS. # _____

RES. # _____

e-mail _____

EXPANSION

NAME _____

ADDRESS _____

CITY _____

STATE ZIP _____

CHAPTER _____

BUS. # _____

RES. # _____

e-mail _____

DISTRICT MEETING ATTENDANCE FORM

DATE _____

LOCATION _____

NAME

CHAPTER

POSITION HELD

RITUAL FOR DECEASED MEMBERS

Dearest members, let us faithfully and lovingly remember our Fellow UNICAN _____, whom God has taken to Himself from the trials of this world.

(PAUSE)

U - UNITY - United with him/her in life, we shall not forget him/her in departure.

N - NEIGHBORLINESS – He/she was noted for his/her striving force to do good for his/her others in serving worthy causes.

I - INTEGRITY – His/her sincerity and ideals were above reproach in his/her service to humanity.

C - CHARITY – His/her love of God, Country and others was an outstanding inspiration to us all.

O - OPPORTUNITY – He/she was forever seeking the opportunity to benefit mankind and was the personification of SERVICE ABOVE SELF.

(PAUSE)

Let us pray, Oh, God most kind, the Father of mercy and the God of all consolation, it is Your will that no one who believes and hopes in You should perish. In Your boundless mercy, look with kindness on our Fellow UNICAN for true faith commends him to You. Grant that the soul having left this life may find You a most favorable Judge and may enter into life everlasting. Amen.

RITUAL FOR INSTALLING NEW MEMBERS

Mr. / Ms. President, I am pleased to present to you (names of new members) for induction into the _____ Chapter of UNICO National. Each of these new members all have been duly screened and accepted for membership by the committee, the Board of Directors of _____ Chapter, and the general membership.

INSTALLING OFFICERS:

My fellow members, you have been voted in as members in the _____ Chapter of UNICO National by the unanimous vote of the membership committee, the Board of Directors of _____ Chapter and the general membership. Your membership is a sacred trust and a grave responsibility. Guard well that trust and responsibility. Remember that the success of this Chapter lies in the hands of its entire membership, for upon us all rests the responsibility, by word and deed, to increase an interest in social, cultural, charitable, educational and civic work, and those activities which will make UNICO National outstanding in our community.

PLEASE REPEAT WITH ME THE FOLLOWING OATH:

I, _____ having been voted membership in the _____ Chapter of UNICO National, do solemnly swear that I will faithfully and impartially perform the duties required of all members and will do my best to preserve, protect and defend the Constitution of the United States, the Constitution, By-Laws and Rules and Regulations of UNICO National and the _____ Chapter, as they are now in force, and which may hereafter be enacted and promulgated.

So help me God.

I now declare you duly installed.

CONGRATULATIONS!

RITUAL FOR INSTALLATION OF BOARD OF DIRECTORS

Will the Secretary please present the officers-elect of this Chapter, with the exception of the President, for installation?

My Fellow Unicans, as members of the Board of Directors, to which you have been elected, it shall be your duty to pay constant attention to the affairs of your Chapter and to those of UNICO National.

You are charged to exercise prudence and to use your best judgment in conducting matters, which so intimately concern the success and growth of your Chapter and of UNICO National. If you are a member of the Regional or Sectional Board, you should attend all meetings. Make your part of the administration of this organization a personal duty, and by your faithful diligence, you will gain not only the approval of your fellow members, but also their gratitude. May you be faithful to your trust.

Please raise your right hand and repeat with me the following:

I (give your name) having been elected to the office of (give name of office) of the _____ Chapter of UNICO National, do solemnly swear that I will faithfully and impartially perform the duties of the office to which I have been elected and will do my best to preserve, protect and defend the Constitution of the United States, the Constitution of UNICO National, By-Laws, Rules and Regulations of UNICO National, and the _____ Chapter, as they are now in force, and which may hereafter be enacted and promulgated. So help me God.

I now declare you duly installed and qualified to take your respective offices.

CONGRATULATIONS!

RITUAL FOR INSTALLATION OF OFFICERS

Will the secretary please present the officers-elect of this Chapter, with the exception of the President, for installation?

My fellow members, you have been elected to fill the various offices of this Chapter and you are entrusted with the responsibility of guiding its course for the coming year. It is a sacred trust and a grave responsibility. Guard well that trust! Remember that the success of this Chapter lies entirely in your hands. It is your duty to become familiar with the Constitution, By-Laws, Rules and Regulations of UNICO and of your Chapter. Become fully acquainted with the duties of your office, for upon you rests the responsibility by word and deed to increase an interest in Social, Cultural, Charitable, Educational and Civic work, and those activities which will make UNICO outstanding in your community.

Please raise your right hand and repeat with me the following oath:

I (give your name) having been elected to the office of (give the name of office) of the _____ Chapter of UNICO National, do solemnly swear that I will faithfully and impartially perform the duties of the office to which I have been elected and will do my best to preserve, protect and defend the Constitution, By-Laws, Rules and Regulations of UNICO National and the _____ Chapter as they are now in force, and which may hereafter be enacted and promulgated.

So help me God.

I now declare you duly installed and qualified to take your respective offices.

CONGRATULATIONS!

RITUAL FOR INSTALLATION OF CHAPTER PRESIDENT

Mr. / Ms. _____, as President, you have been elected to the highest office a Chapter may confer upon any of its members. The Chapter reposes a great trust and confidence in you as its leader. You will be responsible for the advancement of the principles of UNICO through the programs of Civic, Cultural, Charitable and Welfare activities.

You will preside at all meetings and perform all other duties described by the Constitution and the laws of parliamentary procedure pertaining to your office. You shall appoint all committees and conduct yourself, at all times, in a manner which will bring credit and admiration to your Chapter and to UNICO National.

You are entrusted with the Charter granted by UNICO National, with all of the rights and privileges conferred by it, as well as all of the duties and obligation imposed by it. You shall consider this your most sacred charge. Guard it as evidence of the faith and trust shown by your fellow members, and at the end of your term, pass it on to your successor in office as the most cherished possession of your Chapter.

Mr. / Ms. President, I present you this gavel, the symbol of your authority. Use it with impartiality, firmness and decision in the best interests of your Chapter. May wisdom and discretion guide you, and may you be faithful to your trust. If you will, raise your right hand and repeat after me:

I _____, having been elected to the office of President, of the _____ Chapter of UNICO National, do solemnly swear that I will faithfully and impartially perform the duties of the office to which I have been elected and will do my best to preserve, protect and defend the Constitution of the United States, the Constitution of UNICO National, By-Laws, Rules and Regulations of UNICO National and the _____ Chapter, as they are now in force and which may hereafter be enacted and promulgated.

So help me God.

I now declare you duly installed and qualified to take your respective office.

CONGRATULATIONS!

* On the National website, an alternate swearing-in ceremony, etc., created by Andre`DiMino, is available. *

UNICO PRAYERS

INVOCATION

Bless us, Oh Lord, our Heavenly Father.
Bless this food we are about to partake through thy grace!
Bless this meeting and the work we are engaged in!
Bless UNICO and all those who contribute to its cause!

Make us, Oh Lord, Strong in our Unity,
Constant in our love for our Neighbor,
Honest in our Integrity.
Unselfish in our Charity,
and Grateful for the Opportunity to serve.
We ask it in Thy Name.

Amen

BENEDICTION

We give Thee thanks, Oh Lord, for these Thy gifts and this Spirit of Unity that has made this gathering pleasing to
Thine eyes and all our associates.

We ask that this Spirit of Unity, Neighborliness, Integrity, Charity and Opportunity, as practiced by UNICO, be
preserved and may we, in our endeavors, always be mindful of our duties toward Thee and all our fellowmen.

And keep uppermost in our hearts and minds that we are here and in our service that we be blessed with all Thy bounties.

Amen

UNICO NATIONAL DEADLINES FOR REPORTS AND PROGRAMS

<u>SUBMISSION DATE</u>	<u>REPORT ON PROGRAM</u>
July 1	Certified List Minimum half of National Dues Officers - Delegates - National Program Chairs Monthly Chapter Report
Aug. 1	Monthly Chapter Report
Sept. 1	Monthly Chapter Report
Oct. 1	Monthly Chapter Report
Oct. 5	District Quarterly Report
Nov. 1	Monthly Chapter Report
Nov. 30	Adjustments to Certified List Balance of National Dues
Dec. 1	Monthly Chapter Report
Jan. 1	Monthly Chapter Report
Jan. 5	District Quarterly Report
Feb. 1	Monthly Chapter Report Vastola Award Rizzuto Award Cianci Award Americanism Awards National Athletic Awards a. Vincent T. Lombardo - Professional b. Dr. D. M. Nigro – Amateur Marconi Award
March 1	Monthly Chapter Report
April	Cooley's Anemia Month
April 1	Monthly Chapter Report
April 5	District Quarterly Report
April 15	Deadline Scholarship Awards Ella T. Grasso Literary Deadline
May	Mental Health Month
May 1	Monthly Chapter Report
May 15	Matching Grant Award
June 1	Monthly Chapter Report
July 1	Monthly Chapter Report
July 5	District Quarterly
July 15	Chapter Achievement and Award (needed early to close out year) Tally and Score Sheet (final) for Chapter Achievement Award District Achievement Award

NATIONAL PRESIDENTS

- 1947 WILLIAM C. DAVINI, St. Paul, MN
1948 JOHN A. PAOLERCIO, Newark, NJ
1949 WILLIAM C. CALVANO, Esq., Milwaukee, WI
1950 JOHN CERVASE, Esq., Newark, NJ
1951 JOHN P. MAINELLI, Omaha, NE
1952 JOHN P. MAINELLI, Omaha, NE
1953 M. EDWARD DE FAZIO, Esq., Hoboken, NJ
1954 THEODORE MAZZA, Milwaukee, WI
1955 ALPHONSE A. MIELE, Newark, NJ
1956 DR. D.M. NIGRO, Kansas City, MO
1957 EUGENE R. BOFFA, Jersey City, NJ
1958 EMIL SANTACROSE, Milwaukee, WI
1959 BERNARD TORRACO, Jersey City, NJ
1960 DOMINIC H. FRINZI, Esq., Milwaukee, WI
1961 CHARLES F. FIUMEFREDDO, Bayonne, NJ
1962 ANTHONY J. CREA, St. Paul, MN
1963 JOSEPH NAPOLITANO, Bloomfield, NJ
1964 DR. JAMES A. DI RENNA, Kansas City, MO
1965 AUGUSTINE LA CORTE, Esq., Clifton, NJ
1966 MICHAEL J. FERRARA, Esq., Hackensack, NJ
1967 DR. MARIO DI GIOVANNI, Los Angeles, CA
1968 STEPHEN MASTROPIETRO, Englewood Cliffs, NJ
1969 FRANK C. CASTELLANO, Esq., Brooklyn, NY
1970 DR. AUGUSTINE MARTINUCCI, Joliet, IL
1971 DR. BENJAMIN J. COTTONE, Scranton, PA
1972 DR. JOHN X.R. BASILE, Hartford, CT
1973 ANTHONY J. FORNELLI, Esq., Chicago, IL
1974 MARIO ALBI, Oceanside, L.I. NY
1975 PAUL ALONGI, Esq., Bloomfield, NJ
1976 JOSEPH COCCIA, Kearny, NJ
1977 DR. LOUIS BADEEN, Kansas City, MO
1978 JOSEPH J. MICCICHE, Los Angeles, CA
1979 ALFRED F. DANTE, JR., Scranton, PA
1980 RENATO R. BIRIBIN, Esq., S. Plainfield, NJ
1981 HAROLD J. FERRESE, Houston, TX.
1982 President-Elect Emeritus JOSEPH P. CIANCI, Esq., New Britain, CT
1982 ANTHONY P. GIAMPAPA, Saddle Brook, NJ
1983 VINCENT LUPO, Canoga Park, CA
1984 ANTHONY GAGLIOTI, Maywood, NJ
1985 JOSEPH ANDREIS, Ludlow, MA
1986 NICHOLAS QUERCETTI, Mainline, PA
1987 FRANK P. LICATO, S. Plainfield, NJ
1988 FRANK CASTRIGNANO, Wilkes-Barre, PA
1989 DR. ALFRED MAGLIO, Milwaukee, WI
1990 MICHAEL J. D'ARMINIO, Hackensack, NJ
1991 JAMES MELO, Newington, CT
1992 MARTIN G. PICILLO, Orange NJ
1993 JOHN A. BOTTI, Rutherford NJ
1994 FRANK G. CANNATA, Glastonbury, CT
1995 JOSEPH MANGANARO, Berwick, PA
1996 LEO DIANA, Manchester, CT
1997 SALVATORE MANGANO, Saddle Brook, NJ
1998 ANGELO SITA, St. Louis, MO
1999 VINCENT DE SANTIS, Grt. Westchester, NY
2000 WILLIAM ROCCO, Worcester, MA
2001 FRANK TIDONA, Rutherford, NJ
2002 JOHN ALATI, Verona, NJ
2003 FRANK CAPERINO, San Diego, CA
2004 MICHAEL MARIENELLO, Hackensack, NJ
2005 ANTHONY BRAICO, Avon, CT
2006 MICHAEL SPANO, Memphis, TN
2007 JOSEPH AGRESTI, Passaic Valley, NJ
2008 KATHLEEN STROZZA, Temecula, CA
2009 ANDRE' DIMINO, Wood Cliff Lake, NJ
2010 CHRISTOPHER DIMATTIO, Scranton, PA
2011 GLENN P. PETTINATO, Carbondale, PA
2012 DAVID DONNINI, Los Angeles, CA
2013 MICHAEL VESELKA, Chicago, IL

SECRETARY CHECK OFF LIST

- Certified Membership List - please review, update addresses, telephone numbers.
- Have you indicated - clergy, life members, exempt, new members?
- Half of National Dues on dues paying members;
- Complete forms of all officers, delegates, chairpersons of National programs.
- New Member applications - review for completeness, make and retain copy.
- \$_____Initiation fee.
- Are all your members receiving our *ComUnico* magazine? Any member not receiving, please indicate name, address, etc. on additional sheet.
- Have you taken an inventory of Chapter supplies?
- Has all pertinent material been transferred to the incoming president, *i.e.* manual - gavel - Chapter - National Constitution?
- If "no" to the above question, request these items from outgoing president and secretary.
- Has all pertinent material been transferred to the incoming Secretary, *i.e.* previous certified list, etc?

WE ACKNOWLEDGE RECEIPT OF THE FOLLOWING:

- Certified member list for 20XX-20XY.
- National Dues in the amount of \$ _____, leaving a balance due of \$ _____ as indicated in the enclosed invoice.
- List of New Officers
- List of New Delegates
- List of New Alternate Delegates
- Your ____ new member applications and initiation fees of \$50 each. Membership kits are enclosed for their use.
- Your ____ new members, which cannot be processed until we are in receipt of
 - initiation fee
 - completed application
- We have noted your life paid members and your exempt life members; no National Dues are due.
- Clergy are exempt from National Dues

IN ORDER TO COMPLETE OUR FILE FOR YOUR CHAPTER FOR THE FIRST HALF OF OUR 20XX- 20XY FISCAL YEAR, WE NEED THE FOLLOWING:

- Certified Membership List
- National Dues Payment
- List of New Officers
- List of New Delegates
- List of New Alternate Delegates
- Payment of initiation fees and/or completed applications.

BE ADVISED THAT YOUR CHAPTER WILL BE INELIGIBLE TO VOTE AT THE CONVENTION, UNLESS WE ARE IN RECEIPT OF ALL THESE ITEMS.

CHAPTER ACHIEVEMENT AND AWARD PLAN

To operate efficiently within the framework of our National organization, it is important that each Chapter be cognizant of what is expected of it during its administrative year. Moreover, a yardstick is required to measure the performance of the Chapter during the same year and reward the Chapter for outstanding accomplishment.

A Chapter achievement and award program, reflecting adherence to UNICO principles, is awarded Nationally each year. The phases of activity in which a Chapter must participate to qualify are:

- a. Membership
- b. Attendance
- c. National and district relations
- d. New Chapter Expansion
- e. Civic and Welfare
- f. Local Project

1. Membership - To qualify for membership achievement a Chapter must
 - a. Gain or exceed a membership increase of 5 during the year or
 - b. Obtain one life membership and two new members.
2. Attendance - To qualify for attendance achievement, the Chapter must attain or exceed an average attendance quota of 60 percent for the year.
3. National and District Relations - To qualify, each Chapter must:
 - a. Send delegates to National Convention.
 - b. Attend all District meetings.
 - c. Submit all reports on time to National and District.
 - d. Submit to National required per capita tax by July 1.
 - e. Submit names and addresses of new officers to National by July 1.
4. New Chapter Expansion - To qualify each Chapter must:
 - a. Sponsor, or co-sponsor with another Chapter, a new UNICO Chapter within the administrative year; charter application to be approved by Expansion Director not later than July 1.
 - b. In lieu of a new Chapter, credit will be given to an existing Chapter, which gains 20 new members, by July 1.
5. Civic and Welfare - To qualify, each Chapter must participate in:
 - a. National Scholarship Competition
 - b. Vastola Award
 - c. Rizzuto Award
 - d. Major local civic project such as Columbus Day, I Am an American Day, or similar observances.
 - e. Charitable, cultural or civic programs such as Mental Health, etc.
6. Local Project - To qualify, a Chapter must participate in local civic programs.
7. Classification - Method of classification is accomplished by point award summation. To become an "Honor Chapter" requires 1000 points for fulfilling requirements in all areas except expansion. The "Distinguished Chapter" award requires 1500 points and must include new Chapter expansion.
8. Additional Credit - Special points are given for special accomplishments, such as donating to the National UNICO Foundation, the National Convention Souvenir Journal, etc.
9. Administration & Awards - The Achievement and Awards Committee is responsible for the supervision of this program. It shall be the committee's duty to select not only the Honor and Distinguished Chapter, but also the Chapter with the highest rating in the country, which will be singled out for a special award at the National Convention. It shall be the responsibility of this Committee to give distinctive awards to deserving Chapters and individuals. All "Honor & Distinguished Chapters" will receive a ribbon or badge which will be fastened to Chapter banners as evidence of achievement. Presidents of the top three Chapters will receive, in addition, a tangible gift, such as a plaque, from the National President.

**DISTRICT GOVERNOR AWARDS PROGRAM
OUTSTANDING AWARD CATEGORY
DISTINGUISHED AWARD CATEGORY**

A good District Governor can be the catalyst in helping Chapters of UNICO National become more effective in their communities. All Chapters within a district should understand that the individual they elect to fill this most important office is one they feel is capable of carrying out the duties of the office effectively.

Please help us by evaluating the job done by your District Governor during the past year.

Chapter _____

Chapter Address _____

Chapter President _____

1. Who is your District Governor?
2. What District is your Chapter in?
3. How many Chapters are in your district?
4. How many district meetings are scheduled?
5. How many delegates does your Chapter allow?
6. Do those delegates attend meetings? If so, how many?
7. Does your District Governor conduct effective meetings?
8. Is the District Governor knowledgeable of UNICO National Programs? If not, please explain.
9. How many times has your District Governor attended one of your Chapter's meetings this year (does not include social gatherings)?
10. Have other District Officers attended with the District Governor?
11. Has your District Governor emphasized the importance of attending National meetings?
12. Has your District Governor encouraged Chapter responses in the National projects, such as the Rizzuto and Vastola Awards, National Scholarships and athletic awards, as well as participation in National Mental Health Projects?
13. What role has your District Governor played in expansion and development?
14. Has your District Governor conducted any district seminars for Chapter Officers? If so, what was covered at these seminars?
15. Do your District Governor and 1st and 2nd Deputy District Governors attend:
 - Regional District Governor Meetings
 - Regional Meetings
 - National Board Meetings
 - National Convention
16. Has your District Governor attended your Chapter's social functions when invited?

17. Does your District fund the expenses of the District Governor to attend Regional and Board meetings and the National Convention?
18. Do you consider your District Governor as a possible candidate for the office of National President?
19. Are you now a District officer? If so, what office?
20. Do you see yourself as a possible candidate for the office of District Governor?
21. What recommendations can you make concerning the office of District Governor?

NATIONAL AWARDS

On the National level, UNICO presents the following awards:

1. Four Undergraduate Scholarship grants per year over 4 years, submission deadline April 15
2. One Post-Graduate Scholarship grant per year over 4 years, submission deadline April 15
3. Medical School Scholarship, submission deadline April 15
4. Two Athletic Awards, submission deadline February 1
5. The Anthony P. Vastola Award to a UNICAN, submission deadline February 1
6. The Antonio Rizzuto Award to a non-UNICAN, submission deadline February 1
7. Joseph Cianci Humanitarian Award, submission deadline February 1
8. Marconi Science Award, submission deadline February 1
9. Ella T. Grasso Award, submission deadline April 15
10. Americanism Award, submission deadline February 1

In addition, many Chapters award their own individual scholarships to deserving students of Italian heritage. The four National Scholarship Awards, each of which is worth \$6,000, are designated as follows for youth of Italian American heritage who are United States citizens:

MAJOR DON S. GENTILE MEMORIAL SCHOLARSHIP - Established 1953

Dominic Salvatore Gentile was born in Piqua, Ohio, in 1920. As a teenager, he showed an unquenchable desire to be a pilot. At the beginning of World War II, he enlisted in the Canadian Air Force, earned his wings and was sent to England where he flew with the Eagle Squadrons. When the U.S. declared war against Germany, he was transferred to the U.S. Eighth Air Force, along with other American airmen.

Don Gentile made his first combat victories in 1942 and on April 5, 1944, was the first to break Capt. Eddie Rickenbacker's record of 26 victories and actually left the European theater with a total of 30 wins. President Roosevelt affectionately dubbed him "Captain Courageous" in appropriate recognition of the valor that was to bring him worldwide recognition.

Yet, with all the dangers he faced in combat missions, Major Gentile was killed in a routine two-seater jet trainer flight in Michigan in 1951. But he had amassed many decorations including the Distinguished Flying Cross with 7 Oak Leaf Clusters, the British DFC and the Italian War Cross. A shy, though personable young man, he was proud of his Italian heritage and demonstrated that pride at the UNICO Conventions he attended before his death.

The Major Don S. Gentile Scholarship memorializes a young man with high ideals who was an inspiration to all he met. An unrestricted scholarship, unconcerned with any passing theories or philosophies, it adheres to the basic principle that enlightenment of the people will eventually bring about better government, better conditions, to the ultimate benefit of all the people of this country and the world.

WILLIAM C. DAVINI MEMORIAL SCHOLARSHIP- Established 1960

William C. Davini, a prominent educator of St. Paul, Minnesota, was UNICO NATIONAL'S first president following the 1946 East-West merger. At his death, Mrs. Davini sought to perpetuate his memory by establishing a scholarship program in his name.

He was the founder and first president of the St. Paul Chapter with a deep concern for the welfare of our youth. He fathered the UNICO NATIONAL Scholarship plan because he believed in the importance of education for everyone, including those without the necessary financial means to achieve that goal.

A man of outstanding integrity and unshakable independence of thought, he refused to be bound by narrow customs and insisted upon making his decisions in accordance with that great tradition of our country -- freedom of speech. William C. Davini rests in the bosom of eternity but his memory continues to live in the generations of recipients who carry the torch of education in his name.

ALPHONSE A. MIELE MEMORIAL SCHOLARSHIP AWARD - Established 1970

UNICO National, for many years, has awarded National scholarships, which were granted under various restrictive guidelines. The Alphonse A. Miele award is a new dimension: for the first time, UNICO honored a recipient "regardless of race, color, sex or creed."

Alphonse A. Miele, a Past National President who joined the organization in 1942, served in every elective capacity in his own Newark, NJ Chapter and, additionally, in the National organization. After his term as president in 1955, he took over the reins of the National Office as Business Administrator and Executive Secretary.

He gave far beyond the demands made by the organization, so much so that in 1961; he was awarded the Dr. Anthony P. Vastola Gold Medal Award - UNICO's highest honor. And he continued giving of himself, until 1983 when his untimely passing left a bereaved community of fellow UNICANS and friends. The Scholarship perpetuates his memory and every recipient will face life's challenges a little easier because of Alphonse A. Miele.

THEODORE MAZZA MEMORIAL SCHOLARSHIP AWARD - Established 1971

No reference to any history of UNICO could be complete without the name of Theodore Mazza of Milwaukee, WI, whose participation spans more than five decades of active membership.

His unselfish service began when he authored, in 1946, the Merger of the National Civic League in the West and the UNICO Clubs organized in the East by Dr. Anthony P. Vastola. He continued a most active role in the growth of UNICO National: Executive Secretary from 1936 to 1951, National Historian, writing the first complete "History of UNICO," National Treasurer; Scholarship Director; Executive Vice President; National President and other responsibilities.

He was also the author of many important documents and guidelines that included several expansion brochures, National meeting protocol, Vastola and Rizzuto Awards, Past President's Advisory Council, and the criteria for presenting charters to new Chapters.

He and Mrs. Mazza were familiar figures at more than forty National Conventions, crisscrossing the country for the annual conclaves. In 1957, he was the recipient of the Dr. Anthony P. Vastola Gold Medal Award - UNICO's highest honor - which recognized the many years of dedicated and devoted service to UNICO and to his home community.

JOHN BASILONE POST GRADUATE SCHOLARSHIP - Established 1986

John Basilone, of Raritan, New Jersey, son of an Italian immigrant, was one of 10 children. His father, born near Naples, came to the United States at an early age, as so many immigrants did, and became the operator of a one-man tailor shop near Raritan, where he married and settled down.

In 1942, on Guadalcanal, John's actions contributed to the defeat of an entire Japanese regiment. He was in charge of two sections of heavy machine guns. Under almost continuous attack for three days with no sleep or food, fighting against terrific odds, he helped to successfully defend Lunga Ridge, blocking Japanese access to the vital Henderson Airfield.

During the battle, Basilone repaired machine guns, crossed hostile lines for badly needed ammunition, and held his position, as others fell, until replacements arrived. He killed at least 38 Japanese soldiers.

For this uncommon valor, the 26-year-old Basilone was the first enlisted Marine in World War II awarded the Congressional Medal of Honor. He returned home to a hero's welcome. A parade in his hometown attracted 20,000 people.

DR. BENJAMIN COTTONE MEMORIAL SCHOLARSHIP- Established 2000

Dr. Benjamin J. Cottoned served as UNICO National President in 1971-72. He was born in Scranton, PA and was graduated from Temple University, Muhlenberg College, Allentown; and St. Thomas College, now the University of Scranton; and was graduated in 1931 from Hahnemann Medical College, Philadelphia. After graduation, he served and internship at Hahnemann Hospital, now Community Medical Center.

He began general practice in 1932 in the office of Dr. J. L. Peck, and continued his family medical practice while studying a specialty in eye, ear, nose and throat at the Manhattan Eye, Ear, Nose, and Throat Hospital, New York City. This was followed by ophthalmology training at Hahnemann Medical Center. In 1937, he attended the University of Vienna, Austria, to continue eye, ear, nose and throat post-graduate studies. He continued his specialty in the field until 1965, and then limited his practice to ophthalmology. He retired as an eye specialist in 1974.

Past National President Benjamin Cottoned passed away in May 1998, leaving behind a bequest to UNICO Foundation for the establishment of this medical school scholarship.

DISTINGUISHED AWARDS

1. The Anthony P. Vastola Award

Given to the person who must have been a member of UNICO for at least ten years and must have performed exceptional service above and beyond the call of duty and who has shown initiative and originality and performed such service without monetary reimbursement. Such a person must have demonstrated the belief in and practiced the ideals of UNICO.

2. The Antonio R. Rizzuto Memorial Award

Basis: Must be an individual, not a UNICAN, who had made a definite contribution in services and otherwise to UNICO; or may have contributed to the general betterment of mankind through sciences, music, drama, etc., or may have contributed in some way to the welfare and advancement of Italians in our country or abroad; has shown service to all Americans regardless of race, creed or religion. Basically, those persons who have upheld, believe in, and practiced the fundamentals and principles embodied in the UNICO creed.

1. The Joseph P. Cianci Humanitarian Award

This Award was established to honor the efforts of a young man who proved his dedication to UNICO, its principles and its obligations by his constant and untiring service to the local and the National organizations. Joseph P. Cianci, a young and forceful Connecticut attorney, was about to become National President when he was stricken by a most serious fatal illness. The Humanitarian Award, named in his honor, is presented to a person in recognition of many years of dedication and exceptional service, without remuneration or recompense.

He must have demonstrated by word and deed his definite concern for, and his commitment to, serving his fellowman; that unselfish dedication must have touched all people without regard to race, color, creed or national origin.

4. The Marconi Award

UNICO created this award to celebrate the centennial (1895-1995) of the first wireless transmission and to recognize the great scientific contribution to the world. Eligibility requirements are:

- a. Must be a living U.S. citizen of Italian descent
- b. Must be involved in the Physical Sciences (electronics, physics, chemistry, geology, etc.)
- c. Must be nominated by a UNICO Chapter in good standing. Applications must be received by February 1st

5. Ella T. Grasso Award

Any living U.S. citizens, over 18, are eligible to submit entrees. Cash awards will be given to the winning entrant and the second and third place awardees. The deadline for submissions is April 1st.

6. Americanism Award

Grand Patriot- In recognition of fostering freedom and good will to mankind

William Paca - For that area of researching historical facts and contributions by many unsung heroes whose lives were expended in making our country the beacon of freedom in the world today

Civis Illustris - For achievement in the arts and sciences that will benefit humanity, working for the interest of their fellow man in civil, social, commercial and industrial development

ATHLETIC AWARDS

Two National Athletic Awards are presented as follows:

2. The **Vincent T. Lombardi Professional Memorial Award**, named after the late-distinguished coach of the Green Bay Packers, and first awarded in 1957.
 - A. Presented to the Pro Athlete of the Year of Italian Extraction, either man or woman, and in any sport.
3. The **Dr. D.M. Nigro Amateur Athlete Award** for the College Athlete of the Year.
 - A. Must be of Italian Ancestry, and can be won by either a man or a woman in any sport.

UNICO NATIONAL – PROPOSED CONSTITUTIONAL AMENDMENT

TO BE TAKEN UP AT: _____ UNICO NATIONAL CONVENTION

TO BE HELD ON: _____

TO BE HELD AT: _____

SUBMITTED BY: _____

AFFECTING: ARTICLE (S) _____ SECTION (S) _____

NOTE: Include the entire language of the present provision indicating the proposed deletions enclosed in brackets: 0; and the proposed additions as CAPITALIZED or underlined where appropriate.

NOTE: At the bottom or end-signed proposed amendments: if by a Chapter, with signature of President and Secretary; if by a District, by the District Governor or one of the alternates; if by National Board of Directors, by National President and National Secretary.

ARTICLE(S) _____ SECTION(S) _____ PAGE(S) _____

Is hereby amended as follows:

We hereby certify that the above Proposed Amendment has been duly and properly submitted and voted upon.

President/Governor

CERTIFICATION

I hereby certify to _____, National Executive Secretary, that the Amendment is proper as to form, legality and consistency, and that the Purpose herein describes the nature and reasoning for said Amendment.

NATIONAL GENERAL COUNSEL

PURPOSE

The purpose of this Constitutional Amendment is: