



**Department of South Carolina  
Marine Corps League  
Department Convention  
June 11-14, 2026**

**Hosted by  
H.E. "Speedy" Wilson Detachment 1141**

**August 22, 2025**

## Introduction

The annual convention of the Department of South Carolina is being held from June 11 through June 14, 2026 at the Hilton Garden Inn, 8910 Farrow Road, Columbia, SC.

Our Detachment has been designated as the local host Detachment responsible for the ancillary activities associated with the convention. We will have that designation for the 2026 Convention and the 2027 Convention.

This is a great opportunity to show others the strength and dedication of the members of our Detachment as well as being a source of income that is only limited by our efforts.

## Areas of Responsibility

There are several functions/areas of responsibility with which members of our Detachment can be associated.

They include:

- Hotel facilities coordination
- Convention booklet creation
- Color Guard and vocalist
- Outside Colors
- Registration
- 50/50 raffle
- Hospitality Room management
- Coordination with the Marine Corps Auxiliary for the spouses' paint party
- Silent auction
- Red Cup raffle
- Outside vendor table sales
- Financial management
- After Action Report creation

## Hotel Facilities Coordination

This is an activity that began in February of this year as possible locations were identified and evaluated. In May, 2025, the Department entered into an agreement with the Hilton Garden Inn for the availability for a certain number of room nights and convention room availability.

Coordination with the hotel is in progress and will continue through the conclusion of the convention. This includes meeting space setups, availability of colors in the appropriate rooms, specialty equipment availability and setup, etc.

This function also includes coordination with Department officers and the 2<sup>nd</sup> Year Trustee.

For the 2026 convention the person responsible for this function is Tim Callahan.

## Convention Booklet Creation

This is a multi-headed functional area. It includes coordinating the external sales of advertising space, assessing the number of booklets needed, working with a vendor for the creation and publication of the convention booklet, and working with the Detachment Paymaster to ensure that each submitted advertisement has been paid for.

When working on the construction of the booklet this person needs to be certain that all advertisements, Department information, agenda items, hotel layout schematic and other items are properly and completely accounted for.

A cutoff date needs to be determined so that a timely production of the booklet could be met.

For the 2026 convention the person responsible for this function is

## Color Guard and Vocalist

A color guard for the opening of the business session at 10 o'clock on Saturday morning needs to be secured. It can come from any number of sources, the local I&I staff, a fire department, a JROTC unit, a police department, etc.

If possible, a vocalist to sing the national anthem would be nice to include as well.

For the 2026 convention the person responsible for this function is

## Outside Colors

In the past it has been the practice that at 0800 on Friday morning attendees would gather at a flagpole outside of the convention hotel for the raising of our national colors.

It was not done at the 2025 convention so we need to determine if it will be included for 2026.

If it is to be included the person responsible for this function is

## Convention Attendance Registration

While the Department is responsible for the collection of registration fees and the creation of the official attendee list, our Detachment is responsible for:

- Obtaining an electronic listing of all attendees for the convention from the Department Adjutant.
- Preparing a registration record in alphabetical order by Detachment, allowing for potential late registration within each Detachment. This record will be used to check individuals for authorized entry to the convention as well as accounting for the actual attendee count by Detachment.
- Preparing name tags for each attendee and guest. Those tags are placed in a lanyard which attendees wear during the convention. Nametags are to indicate meeting attendance, dinner attendance, or both and need to be able to identify Voting Delegates.
- Receive any unpaid registration fees (unpaid online and late shows).

- Prepare Welcome Bags.
- Staff the registration table during all designated registration timeframes.
- Verify validity to attend. (Must provide proof of ID, must be registered, must have paid)

This is one of the most critical functions of the convention and needs to be as seamless as possible.

For the 2026 convention the person responsible for this function is Cheri Fish.

## 50/50 Raffle

A 50/50 raffle is a pure moneymaker for the Detachment.

It is best if we were to hold two different raffles, one on Friday and one on Saturday.

We need to determine the best way to sell tickets – walking around, a dedicated table next to registration, etc.?

For the 2026 convention the person responsible for this function is Ernest Matzinger.

## Hospitality Room Management

At each convention there is a Hospitality Room where attendees may gather after hours to relax, share memories with fellow League members, or even grab a quick snack if they may have missed a meal due to other demands.

We need to solicit local food, beverage and other businesses for contributions. Since the convention attendees are not charged for anything offered in the room, other than contributing to a donations jar, every effort needs to be made to have items contributed vs being purchased.

For the 2026 convention the person responsible for this function is

## Spouses' Paint Party

Over the last several years the Marine Corps Auxiliary has hosted a paint party on Saturday morning. While this is not a function that our Detachment would host, we do need to interface with the individual that is doing this so that any snack or beverage needs could be accommodated.

Lynn Cortright of the Auxiliary hosts this party and for the 2026 convention our point person is

## Silent Auction and Red Cup Raffle

A silent auction is always another good avenue for the hosting Detachment to generate income. Items for the silent auction should be solicited from local businesses so that there is an interest in the items being presented. It is preferable that all items be new items and that we refrain from spending Detachment money to purchase items when we may not recoup that cost.

In addition to the silent auction a red cup raffle is also conducted. In this option red Solo cups are placed in front of certain items. Attendees can purchase tickets and drop one or more of those tickets into the cups of their choice, where one ticket is then selected as the winner of that item.

For the 2026 convention the person responsible for these functions is Cheri Fish.

## Outside Vendor Table Sales

Depending upon available space and interest, tables for external vendors could be made available for a fee (\$100 per table).

Non-profit organizations (Young Marines, Marines For Life, Veterans Affairs, etc.) should not be charged for a table if they desire to have one and space is available.

For the 2026 convention the person responsible for these functions is

## Financial Management and After-Action Reporting

These are the administrative functions that our Detachment needs to provide.

Butch Jacobs would handle our side of the finances and Beulah Scott would work with Tim Callahan to see that these functions are properly addressed.