

DEPARTMENT OF DELAWARE
VFW AUXILIARY

General Orders #1 ~ June 2020

(To be read at first meeting following receipt before filing for reference)

1. Bond applications are acquired through MALTA. The Offices of President and Treasurer must be bonded. Current Bond expires 8/31/2020. Make sure you are bonded for the correct amount.
2. The Second Quarter Audit, covering the period April 1 through June 30, shall be conducted by July 31 with both the outgoing and incoming Treasurer and Trustees present. A copy of this Audit must be sent to the Department Treasurer no later than August 31 annually. The Senior Trustee, whose term expires at the next election, serves as Chairman and shall call the meeting for the audit.
3. Auxiliary Secretaries should have either entered, or requested the Department Secretary to enter, their Report of Installation on MALTA, said Report having been sent to the Department Secretary per the instructions on the bottom.
4. Presidents at all levels are required to submit the last quarterly audit and membership status of the Auxiliary to the Commander of corresponding post within thirty (30) days of assuming office. Bylaws-Section 810.
5. All checks and money orders, intended for this Department, shall be made payable to the Department of Delaware VFW Auxiliary earmarked for the fund intended and forwarded to the Department Treasurer.
6. CANCER GRANTS- A member may be eligible to receive a Cancer Grant of \$550 provided the person has been a member for one full year prior to treatment for cancer, and current year's dues have been paid and received at National Headquarters before the application is made. Each member is eligible to receive two grants in their lifetime; they must be one year apart.
7. Correspondence **must** be forwarded through proper channels - see Booklet of Instructions.
8. *VFW **Auxiliary Mid-Year Conference** is a Western Caribbean Cruise Feb. 20-25, 2021 – deadline for reservations December 2, 2020. Reservations through VTS.
~~*8th Annual **Celebrating America's Freedom** will be Sept. 11th at VFW National Home for Children in Eaton Rapids, Michigan. \$10 for event. \$20 for transportation from hotel and back. If attending, you are asked to wear a white shirt.~~
~~*National President Celebration Friday September 11, 2020 at Crowne Plaza Lansing West Hotel. Cost is \$55.00. Dress is casual/Lumberjack.~~
~~Go to MALTA for information on either event~~
9. Checks received as Awards at the Department Convention **must** be cashed immediately. Do not hold them.
10. Department Scholarships Chairman Sherri Leslie asks that the Auxiliary Chairmen contact their Post counterpart and start planning for this year's (2020-2021) contests: Voice of Democracy and Patriot's Pen.
11. All Auxiliaries, **MUST** file 990 e postcard with IRS between July 1 and Nov.15 to maintain tax exempt status.
12. If Treasurer or Unit address has changed, IRS form 8822B must be filed.
13. **There is a new committee. Auxiliary Community Outreach. You must vote to have your members turn in their hours to your auxiliary.**
14. C.O.A. Meeting August 1,2020 10 a.m. at Post #3238 for the sole purpose to vote on the Budget and Standing Rules. Report training to immediately follow.
15. Health & Happiness Dues are payable through MALTA and **must** be paid by November 15, 2020.
16. If you move or change your phone number, remember to alert your auxiliary of the change.

By order of:

Tina M. Lucas

Department President

Attest:

Willard Russell

Department Secretary