

Motion made to NOT consider the recommended revisions to the National Bylaws. Motion carried.

The Bylaws and Resolutions Committee hereby makes the following recommended revisions to the National Bylaws.

NOT ADOPTED

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Amend the Objects by deleting the language and inserting the Mission of the VFW Auxiliary, to read as follows:

MISSION

The Veterans of Foreign Wars of the United States Auxiliary is a unified service organization dedicated to all Veterans, military personnel and their families; with a strong voice for legislation aiding Veterans, promoting patriotism, inspiring volunteerism in the community and youth programs while assisting the Veterans of Foreign Wars through “Unwavering Support for Uncommon Heroes.”

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Amend Procedural Changes to read as follows:

PROCEDURAL CHANGES

~~Internal policy procedure is not necessary for inclusion in the National Bylaws. Upon the recommendation of the Veterans of Foreign Wars, Resolution No. 5, as approved at the 2006 National Convention, is deemed an internal policy procedure and not necessary for inclusion in the National Bylaws. Therefore, “any changes to the procedure of handling dues or communications will be directed by the National Secretary/Treasurer through the Treasurer’s Guide, Secretary’s book, or special communications sent by National.”~~

The Booklet of Instruction contains operating procedures and instructions that are determined by the National Secretary/Treasurer.

Sec. 102—Application—New Members

Amend Section 102 as follows:

- Every person desiring to join the VFW Auxiliary shall submit an application ~~Every application for membership shall be submitted~~ using the procedures outlined by Auxiliary National Headquarters.
- An Application must be accompanied by:
 - Proof of eligibility, which means:
 - -VFW membership of person in whose right the application is made, or that the person was a member of the VFW at the time of their death,
 - Proof of honorable service making them eligible to membership in the Veterans of Foreign Wars of the United States VFW, or
 - Or that Proof they person died in such service making them eligible for the VFW.
- Admission fee fixed by the Auxiliary to be paid when initially joining, which entitles each new member to
 - A membership pin.
 - A copy of the current “Podium Edition Bylaws and Ritual.”
 - Required membership dues or life membership fee (which
 - All money shall be placed in the hands of the Auxiliary Treasurer.)
- Applicants whose eligibility is already a member of that Post need not show proof of eligibility.
- National Members At Large
 - Any person ~~otherwise~~ eligible may complete the online application and sign up as a National At Large Life or Annual Member. The following must be

furnished before the National At Large Life or Annual membership card is forwarded to the new member:

- A completed application
- Proof of eligibility
- Payment of the annual dues of fifty dollars (\$50.00).

- Department Members At Large

- ~~The Department Treasurer shall transmit to the National Treasurer ten dollars (\$10.00) of the dues collected for each Member At Large.~~

- Anyone eligible for membership ~~who is unable to join or does not desire membership in an Auxiliary~~ may become a Department Member At Large ~~of the Department~~ upon:

- Submitting an Application to the Department Treasurer,
 - Proof of eligibility,
 - Payment of annual dues or life membership fee, and
 - Admission fees in the amounts determined by the Department Council of Administration.

- The applicant becomes a Department Member At Large upon the Department Treasurer determining the applicant is eligible.

- The Department Treasurer shall transmit to the National Treasurer ten dollars (\$10.00) of the dues collected for each Member At Large.

- Each Auxiliary shall fix the amount of annual dues to be charged each member, which ÷

- ~~shall never to~~ be less than the amount required to cover ~~the~~ Department and National dues.

~~The Auxiliary may fix an admission fee.~~

- ~~The d~~Dues shall be paid annually in advance in accordance with the calendar year.
- No additional fees may be assessed.
- National records and dues covering the membership of the Auxiliary shall be in the hands of the National Treasurer by June 30 of each year.
- There will be no refund of annual dues.

● ~~The~~ application shall be presented at a regular meeting of the Auxiliary. -

• ~~On~~ recommendation of a member in good standing in an Auxiliary or the ~~Veterans of Foreign Wars of the United States~~ VFW.

• The member making the recommendation shall not be a member of the investigating committee.

● ~~Each~~ application shall be referred to an investigating committee of three (3); members

○ ~~A~~ppointed by the President.

○ ~~The~~ committee shall make a careful investigation of the facts set forth in the application and -

○ ~~The~~ committee shall see proof of honorable service of the eligible veteran, ~~unless he/she is a member of the VFW Post to which the applicant is applying for membership.~~

○ The signatures of at least two (2) persons who served on this committee are necessary.

○ The Auxiliary shall not take action on the application until the investigating committee report is made to the Auxiliary.

● After the report of the investigating committee and before voting on the applicant, members will be given an opportunity to state their objection to the admission of the applicant.

- Should there be no objection, several applicants for membership may be grouped and accepted by voice vote.
- Upon the request of one (1) member, any applicant shall be voted on separately by written ballot.
- A majority of the votes cast shall decide acceptance or rejection of the applicant.
 - ~~In~~—In case of a tie vote, the President shall cast the deciding vote, -
 - ~~P~~rovided the President has not previously voted.
- If the applicant is rejected, refer to Section 103.

Sec. 103—Notification and Obligation

Amend the fourth sub-bullet of the second bullet, as follows:

- ~~o~~ The Auxiliary Treasurer shall prepare a duplicate copy of the original application, writing across the top of ~~both the original~~ -applications and the copy the word “REJECTED” and the date.
- ~~o~~ The original application, like all applications, shall be retained in the Auxiliary’s application file until the member has been deceased for a period of six (6) years or has reached 120 years of age.
- The duplicate application shall be sent to the Department Treasurer.

Sec. 105—Life Membership

Amend the first and second sub-bullet of the sixth sub-bullet to the first bullet:

- Shall subsequently be found to be ineligible for membership shall forfeit their Life Membership, in which case, they shall be entitled to a proportionate refund of fess paid upon return of their Life Membership card.

- Becomes eligible for the VFW shall be entitled to a proportionate refund of fees paid by National Headquarters upon return of their Life Membership card.

Sec. 106A—Annual Transfer

Amend the first sub-bullet of the first bullet and the third sub-bullet of the fourth bullet, as follows:

- Any member in good standing may transfer to any Auxiliary or to or from Member At Large
 - Upon presentation of a completed and executed application. Proof of eligibility is not required on an application to transfer. However, any membership may be challenged in accordance with Section 108.
 - This statement must:
 - Advise that continuous membership was held at the time of transfer
 - Give the date of election to membership
 - Certify continuous years of membership
 - Be signed by the Auxiliary President and Treasurer ~~with the Auxiliary Seal affixed.~~

Sec. 201—Formation of Auxiliaries

Insert a new fourth bullet just ahead of last bullet,

- The Department President shall appoint a Committee of not less than three members to work with the Auxiliary for at least one year from institution.

Sec. 210—Meetings, Regular and Special

Amend the 6th bullet, as follows:

- Members should make every effort to attend meetings in person. If a member is unable to attend, video conferencing or teleconferencing is permitted—~~for members unable to attend the meeting provided a~~

quorum is present at the meeting site if the Auxiliary votes to make such attendance possible.

- The minutes of the meeting shall state which members were at the meeting site and which members were attending via video conferencing or teleconferencing.
- Members attending via video conferencing or teleconferencing have the same rights as members at the meeting site and shall be counted in determining a quorum.

Sec. 511—District Arrearages

Amend the third sub-bullet of the first bullet, as follows:

- For failure to submit audits to the Department Treasurer within thirty (30) calendar days ~~of after~~ each meeting ~~(or quarterly, if monthly meetings are held).~~

Sec. 602—Composition

Amend the second sub-bullet of the first bullet, as follows:

- A Department Convention shall consist of:
 - The National President and Past National Presidents, elected National Officers and the National Council Member, who are members in good standing in an Auxiliary within the Department
 - The Department President, and all Past Department Presidents, as long as they remain a member in good standing in an ~~the~~ Auxiliary in the Department of which they were President;

Sec. 606A Department Committees

Amend the first bullet as follows:

- The Department President shall appoint the following ~~Convention~~ Committees:
 - Credentials/Registration
 - Resolutions
 - Convention/Meeting Rules

Amend the seventh sub-bullet under the Resolutions Committee to read as follows:

- If approved by the Department, the resolution must be postmarked or electronically sent (scanned or faxed) to National Headquarters within ten (10) calendar days following the Department Convention/Meeting.

Sec. 606C—Audit Committee

Amend the first bullet as follows:

- The Department President shall appoint an Audit Committee
 - ~~Consisting of a Chairman and a minimum of two (2) members of the Council of Administration or any Past Department President~~The Committee shall have a Chairman, and a minimum of two (2) members, appointed by the Department President.

Sec. 606D—Budget Committee

Delete the last sub-bullet and amend the fourth sub-bullet of the first bullet, as follows:

- The Budget Committee
 - ...
 - When adopted the budget shall not be changed, except by vote of the Council of Administration for a significant reason or error.
 - ...
 - ~~Once the Council of Administration approves the budget it cannot be changed.~~

Sec. 609—Official Visit

- The Department President may request further examination of any Auxiliary, its records and property whenever it is felt the good of the order demands it.

- The District Presidents shall have charge of and supervise the work of the annual visit of Auxiliaries in their Districts. All books, papers, accounts, records and proceedings pertaining to the Auxiliaries shall be subject to inspection during an Official Visit and at all times on order of the National or Department President.

- For this purpose, the District President may appoint members to assist in this work
- Said appointment subject to the approval of the Department President

Sec. 710—Council of Administration, Composition and Duties

Amend the second bullet by inserting the word “member” as follows:

- The National Council of Administration member shall

Sec. 801—Eligibility

Amend the first bullet to conform to Section 608, to read as follows:

- Any member in good standing in an Auxiliary shall be eligible to any office at any level of the Organization. ~~in the Auxiliary, County Council, District, Department, or the National Organization, in which they are a member.~~

Sec. 806A—Auxiliary

Amend the fifth and eighth sub-bullets of the first bullet, as follows:

- ~~Installation warrants shall be obtained using the procedures outlined by National Headquarters~~Departments may issue installation warrants.
- Immediately after installation, the Installing Officer shall sign the ~~reports~~installation report and ~~the~~ submit the report to the Auxiliary Secretary, who shall enter the information required into MALTA or see that the reports are transmitted to the National Secretary ~~and send the report to~~ the Department Secretary.

Sec. 806D—Department

Amend the sixth bullet, as follows:

- The Installing Officer shall forward the Installation Report ~~to the National Secretary to the Department Secretary~~ within three (3) calendar days following the close of the Department Convention. The Department Secretary shall enter the information required into MALTA.

Sec. 812—Secretary, Duties of (All Levels)

Amend the eleventh sub-bullet of the first bullet, as follows:

- Shall ~~see that~~ enter the information required from the all installation reports in MALTA or have been submitted to Secretaries required to receive them within the appropriate time frames submit the installation reports to the Department Secretary for entry into ~~to enter the information required in MALTA.~~

Sec. 812A—Auxiliary Secretary

Amend the third sub-bullet of the first bullet, as follows:

- Immediately following installation, enter the required information into MALTA or submit the installation report to the ~~National Secretary and the~~ Department Secretary within the appropriate time frame.

Sec. 813—Treasurer, Duties of (All Levels)

Amend the fifth sub-bullet of the third bullet to read as follows:

- The Trustees or Audit Committee members shall sign the Audit and initial all pages of the Treasurer's records.

Sec. 813A—Auxiliary Treasurer

Amend the fifth and add a new seventh sub-bullets of the first bullet, as follows:

- After establishing procedures for proper usage, Auxiliaries may ~~not possess~~ vote to obtain and use credit cards, ATM (Automated Teller Machine) cards, and/or debit cards.
- Bills may not be paid electronically,
 - With the exception of money transferred to National Headquarters
 - Or for the purpose of paying taxes
- An Auxiliary may vote to accept payment by credit card, ATM card and/or debit card.

Sec. 814—Trustees, Duties of (All Levels)

Amend the section as follows:

- Trustees shall verify all expenditures and certify by their signatures to the correctness of each bill before payment may be made of same by the Treasurer.
- All audits are to be completed by a minimum of two of the elected Trustees in attendance. Under extenuating circumstances an audit may be conducted by at least one (1) elected Trustee and a pro tem.
- ~~With a minimum of two (2) in attendance. At least one (1) must be an elected Trustee.~~
- The President, Secretary, and Treasurer should attend the audit. They are not allowed to perform the audit.
- A signed copy of the accepted audit shall be forwarded to the Department Treasurer.
- ~~A pro tem can be appointed to audit the books under extenuating circumstances.~~
- It shall be the duty of the Trustees
 - ~~To~~ properly audit the books and records of the Auxiliary Treasurer and Secretary.
 - ~~No~~ later than the end of the month following the expiration of each quarterly period.

- If an Audit is not voted on and approved by the proper body, or not sent to the Department Treasurer by the dates shown on the subsequent table, the President of each level must contact the Department President for an extension.

		<u>Sent to Department Treasurer</u>
First	January, February, March	April 30, Annually <u>May 15</u>
Second	April, May, June	July 31, Annually <u>August 15</u> NOTE: <i>Both outgoing and incoming Treasurers and Trustees should be present.</i>
Third	July, August, September	October 31, Annually <u>November 15</u>
Fourth	October, November, December	January 31, Annually <u>February 15</u>

- Trustees or a pro tem shall sign the audit
- All pages of ~~attached to~~ the record books shall be initialed and dated ~~signed~~ by the Trustees at time of the audit.
- The Trustees shall submit and read the written report during an Auxiliary meeting.
- A motion to accept the audit is required.

- A copy of the accepted audit shall be included in the Secretary's minutes record book and a copy of said audit sent to the Department Treasurer within forty-five days of the calendar quarter end.
- ~~They shall quarterly record the date of audit made and certify by their signatures in all books that the books and records were found correct.~~
- ~~They shall verify all expenditures of the Auxiliary and certify by their signatures to the correctness of each bill before payment may be made of same by the Treasurer.~~
- They shall, in addition to the foregoing, audit the records and accounts of all committees, Officers and members, having to do with the receipt and expenditure of the Auxiliary funds and perform such other duties incident to their office as the Auxiliary or District may direct or the law require.
- The Senior Trustee whose term expires at the next election serves as Chairman and shall call the meetings for the audits.
- ~~Audit reports must be incorporated in the minutes, but the Secretary may read only the balances. When reading the minutes, the Secretary may read only the balances of audit reports incorporated in the minutes.~~
- Any negligence on the part of the Trustees in carrying out the mandates of this section, or in attending audits, shall make them individually and collectively responsible, with any others, for any discrepancy.
- It shall be the duty of the Trustees to see that the offices of the President and Treasurer are bonded with an indemnity company authorized by National Headquarters or the Department.
 - As surety in a sum at least double the amount of funds and value of property for which, so far as can be anticipated, the President and Treasurer may be accountable.
 - The amount shall be approved by the body and the bond premium paid from their funds.
 - The office of President shall hold the original bond of both offices.
 - A copy of both the President and Treasurer bonds shall be incorporated into the minutes each year.
- Should a Trustee resign, move away, etc. the Auxiliary will elect a member to fill the unexpired term of that particular Trustee.

Sec. 815B—National

- The Chief of Staff, under the direction of the President, shall, ~~if so appointed, have full charge of all extension work pertaining to the organizing of Auxiliaries and assisting Auxiliaries needing help.~~ assist National Headquarters staff upon request in performing tasks and issuing communications to establish and guide new Auxiliaries and assist with failing and weak Auxiliaries; engage in mentoring practices and provide assistance and direction to Department Chiefs of Staff; and perform other duties as requested by the President.

Sec. 916—Rules of Order

Amend the second bullet, as follows:

- ~~Demeter's Manual of Parliamentary Law and Procedures~~ Robert's Rules of Order, 11th Edition, shall govern on all points not covered in these Bylaws.