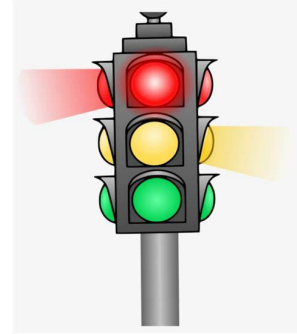


CHIEF OF STAFF EXTENSION & REVITALIZATION MENTORING FOR LEADERSHIP

Tessa Butcher
906 E 4th St, Newton, KS 67114
316-871-9637 butchert@hotmail.com



AUGUST 2024

As we begin our year there are a couple housekeeping things that need to be brought to our attention. The next important deadline is for the purchase of your Auxiliary **bond**. Per our Department President, it is being asked that you please have your bond purchased **on or before August 15, 2024**. For those Auxiliaries that choose to work towards the elite Circle of Achievement award, your **rosters** are due **on or before August 15, 2024** to the Department Secretary, Kathy McCandless. Also, if you have had a change in officer since filing your installation report, please fill out a change of officer form and send it to Kathy McCandless as well.

The **2nd Quarter audit** needs to be completed by the Trustees, voted to accept at your regular meeting, and mailed to the Department Treasurer, Jeanette Cox **no later than August 31, 2024**.

Communication is key to effective mentoring. So, this year, we will be working hand-in-hand with the District Presidents to feel out those Auxiliaries that may need a helping hand and some extra guidance through mentoring. Utilizing the resources and knowledge available to us through our seasoned members combined with ideas from newly recruited members will help ensure the success of your Auxiliary for the year to come.

There are five essentials of an Auxiliary:

- 1.)** Auxiliaries should have at least 10 business meetings per year (Sec. 210A). Five members in good standing (of that Auxiliary) shall constitute a quorum for the transaction of business (Sec. 212).
- 2.)** Dues should be paid by at least ten members on or before February 1 of the current year (Sec. 207C).
- 3.)** Quarterly Audits by Trustees must be submitted (sec 814).
- 4.)** Officers elected, installed, and reported to National Headquarters no later than June 30th (Sec. 804A & 806A).
- 5.)** The offices of Auxiliary President and Treasurer **MUST** be bonded by August 31st (Sec. 814E).

There are several resources available to help your Auxiliaries throughout the year. Be sure you're utilizing them all. Under your MALTA login, there's the **Extension & Revitalization** resources that are available by selecting **Member Resources** from the main menu and navigation to the Extension & revitalization tab. You'll also find the Building on the VFW Auxiliary Foundation Guidebooks, Podium Edition Bylaws & Ritual and the 2024-2025 National Program book on the Member Resources main page. Lastly, remember to always check the members only section of our Department website by visiting www.vfwauxks.org and clicking on Members Only under the Login tab.