



Honoring the Dead, Serving the Living and Assisting the Community

March 1, 2012

Staunton, Virginia 24401

In Virginia 800-888-3521

NUMBER 9

403 Lee Jackson Highway

(540) 886-8112

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Website: www.vfwva.org

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GUIDE TO THE GO:

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1. COMMANDER'S MESSAGE:

Comrades, this month many of us will be at the Washington Conference to recognize our community activities and especially, our VOD winners. In addition, we will be meeting with our Senators and Representatives to insure that veterans do not lose any of the benefits we were promised and earned. When we are meeting with our Representatives, it is important to them to know our membership numbers and the amount of time and expense on what we have completed in the community.

This brings up the subject of recruiting and reporting, two very important functions we need to do regularly. As of February 20, we were short 2483 members for the year. I find it interesting that Virginia's members at large has the same percentage of members as the 5th place District. And their total members are only superseded by two districts. This could make one believe that the members who desire to belong to a local Post are not being made welcome. Another thought to ponder on the subject, why can one Post not be able to recruit any members and less than 10 miles away, a Post has recruited 11 members?

There are 20 Posts who did not report in all of the categories for the first half of the reporting year and there is only 2 months left in second half. There are many more that have not made ANY DONATIONS (no minimum amount required) to National Military Services.

Why has a third of our Posts not purchased and distributed Buddy Poppy's? Do we all realize what these funds can be used for? Do we have members that don't realized that you are not restricted to Veterans Day for the distribution of them?

Even though this year is ending quickly, there is still time to complete what we should have already started, being a VFW Post. Thanks to all the Posts that are doing that and maybe your example will rub off on some of the neighboring Posts.

Yours in Comradeship,
Charlie Absher
Department Commander

2. DISTRICT MEETINGS:

- 1ST - Date:** TBA
Meeting: 11:00 AM
Location: Post 3219, Phoebus
122 E. Mellon Street
Rep: Chris Birch
Department Jr. Vice Commander
- 2ND - Date:** 3/10/12
Lunch: Noon
Meeting: 1:00 PM
Location: Post 4411, Franklin
32414 John Beverly Rose Drive
Rep: Tom Gimble,
Department Chief of Staff
- 3RD - Date:** 3/17/2012
Meeting: 10 AM lunch to follow
Location: 3rd District Headquarters
10044 Pamunkey Rd,
Mechanicsville
Rep: Chris Birch
Department Jr. Vice Commander
- 4TH - Date:** 5/19/12
Meeting: 2:00 PM
Location: Post 8759, Amelia
Amelia City Veterans Center
Rep: Buddy Weekley,
Department Judge Advocate
- 5TH - Date:** 5/19/12
Meeting: 12:00 PM
Location: Post 4637, Martinsville
2327 Old Chatham Road
Rep: Charlie Absher,
Department Commander
- 6TH - Date:** 5/20/12
Meeting: 2:00 PM
Location: Post 5311, Christiansburg
490 High Street
Rep: Margo Sheridan,
Department Sr. Vice Commander
- 7th - Date:** 3/11/12
Lunch: 11:30 AM
Meeting: 1:00 PM
Location: Post 8613, Shenandoah
1103 Varina Ave
Rep: Charlie Absher,
Department Commander
- 8th - Date:** 4/22/12
Meeting: 1:00 PM
Location: Post 2524, Culpeper
12210 Sperryville Pike
Rep: Margo Sheridan,
Department Sr. Vice Commander
- 9th - Date:** 5/20/12
Registration: 10:00 AM
Lunch: 12:00 noon
Meeting: 1:00 PM
Location: Post 1115, Hillsville
701 W. Stuart Drive
Rep: Charlie Absher,
Department Commander
- 10th - Date:** 5/6/2012
Lunch: 11:30 AM
Meeting: 1:00 PM
Location: Post 1503, Dale City
Rep: Margo Sheridan,
Department Sr. Vice Commander
- 11th - Date:** 5/6/12
Lunch: 11:30 AM
Meeting: 12:30 PM
Location: Post 632, Harrisonburg
450 Waterman Drive
Rep: Kim DeShano,
Department ADJ/QM
- 12th - Date:** 2/25/12
Registration: 10:00 AM
Meeting: 11:00 AM
Location: Post 9830, Damascus
29489 Mountain City Hwy
Rep: Margo Sheridan,
Department Sr. Vice Commander
- 13th - Date:** 4/28/12
Lunch: 12:00 PM
Meeting: 1:00 PM
Location: Post 7638, Gordonsville
10271 Gordon Ave
Rep: Buddy Weekley,
Department Judge Advocate

3. GENERAL ORDERS:

The cut off for the General Orders is the 20th of the month. No EXCEPTIONS. If you received a hard copy of the General Orders and have the ability to print satisfactory copies from the internet please call us or email us at stateheadquarters@va.vfwwemail.com. Subscriptions for General Orders are \$24.00 for the year or \$2.00 per issue.

4. IMPORTANT DATES:

- June 7-10, 2012 State Convention, Williamsburg, VA Room Rate: \$85.00. The deadline for reservations is May 16, 2012, to insure group rates. Call 800-227-6963.
- July 21-25, 2012 National Convention, Reno, NV

5. LIFE MEMBERSHIP INSTALLMENT PLAN:

UNDERSTANDING THE LIFE MEMBERSHIP INSTALLMENT PAYMENT PLAN

The Life Membership Installment Plan allows a new member or current annual member to obtain a Life Membership by paying the fee in installments. The intent of this program is not to take the place of any existing time payment programs offered by Posts, but is another option in obtaining a Life Membership. A prospective member or a current annual member (at any time of the year) can join this plan by making an initial payment of \$35.00. The \$35 fee keeps the member in good standing during the installment period and is not applied towards the total amount due. After the initial payment, the member will have 11 payments for the 12-month plan remaining. The member may choose to have the payments automatically charged monthly to a bank account or credit card account. In this case, they will not receive a monthly billing statement. Instead the payments will be automatically debited or charged to their account until all payments have been made. Upon enrollment in the Life Membership Installment Plan, the member will receive a "Provisional Life" membership card, indicating membership in good standing with the installment plan. A permanent Life Membership card will be issued when the Life Membership fees have been paid in full.

To enroll in this plan, the Post Quartermaster should:

- Have the member complete the VFW Membership Application. Indicate "Life 12 Mo Install".
- If the member chooses to have payments automatically deducted from an account, have the member complete and sign the "Authorization Agreement for Automatic Payments."
- If paying with credit card, be sure to identify the card (M/C, Visa, Discover, or AMEX), the card number, expiration date and the amount of the payment. The form must be signed by the applicant in order to be processed.
- Forward the application (top copy), \$35 payment (check or credit card), and authorization agreement, if applicable, to the Life Membership Department at VFW National Headquarters.
- Billing reminders will be mailed monthly from National Headquarters directly to the member when the member has elected to be invoiced. No reminders are mailed for the automatic payment option.

Current annual members may also enroll in the Life Membership Installment Plan on-line at www.emem.vfw.org.

***This function is NOT available to Post Quartermasters.**

6. MEMBERSHIP:

We are now two months into the new year and still over one third of our continuous members have failed to renew their dues. The reasons for this vary. Some have passed away, some have moved on to a new job and some have moved into retirement in a location that they've thought about for years. These are understandable. The first is unfortunate but something we all face eventually. With the second reason we wish our former Comrades and their family good fortune and hope that they stay with the VFW in a new Post. As to the third reason, a lot of us are jealous because we haven't gotten there yet but we understand and wish them well. Our problem lies in the fact that a vast majority have not passed away or moved. They may have simply forgotten to renew. We need to contact these members and motivate them. They need to be told how important their membership is to the Post and to the VFW as a whole. Without membership we cannot carry out our programs. Without membership our ability to influence legislators concerning Veterans' needs falls by the wayside. Let's make some phone calls, send some e-mails and knock on some doors. Let's bring these folks back into our great organization NOW!

C. D. "Doc" Crouch
Membership Committee

7. NATIONAL CONVENTION:

Reservations for the 113th National Convention open in February.

All members who desire to make room reservations for the National Convention are directed to use one of the following procedures:

1) Telephone: 888-665-1375

801-505-5260 - International

2) Fax: 801-355-0250 (do not mail after faxing)

3) Mail: **The Housing Connection

175 S. West Temple Suite 140
Salt Lake City, UT 84101

4) Internet: Visit the VFW website at www.vfw.org to access an on-line registration form.

**Please note, we are using The Housing Connection out of Salt Lake City, UT as our central reservations system for the Reno convention.

In order to take advantage of the special VFW Convention rates, be sure to book your reservation by **June 15, 2012**. All reservations require a valid credit card or check deposit for guarantee at time of confirming reservations. **Reservations received without a valid guarantee will be returned and will not be processed.** If you choose to guarantee with a check deposit, please include it with your housing request form and mail to the address provided above. All check deposits must be in the amount of \$125.00

This housing procedure gives our membership the most efficient and effective method of making and ensuring room reservations in Reno. The enclosed Housing Form may be duplicated, as needed.

8. POST ELECTIONS:

As a reminder and as outlined in section 217 of the Manual of Procedure, Posts are to nominate in March and elect Post officers in April. This year, as in year's past, any election report submitted before April 1st will be returned to each Post. Additionally, those reports submitted that have a vacancy for a "required" field will also be returned as not properly completed.

Additionally, the on-line election report entry process through OMS will be available beginning April 1st.

9. RECRUITER CREDITS:

It is the Quartermaster's responsibility to ensure that all recruiter information is properly recorded. New/Reinstated memberships entered online, or submitted through National Headquarters, without recruiter information will not be changed afterward.

10. RECRUITING:

Spring will be back with us this month. That means outside recruiting at Giant, Food Lion or Wal-Mart will give you an opportunity to stretch and enjoy the fresh air. It's time to start planning your Post's recruiting campaign and to find locations that will give you a good chance to meet new Comrades. You can lay the ground work now and follow through in the weeks and months ahead. IF you don't start now you'll probably end up scrambling in your efforts to get your Post membership up to where it should be.

Another way to reach out to a potential new Post member is with "paying transfer". I asked all District Commanders to advise their Posts that I have a couple of listings available that their Posts could use in helping increase their membership. One is a listing of unpaid members who are Department Members At Large and the other is a listing of unpaid members who have moved from other states and now reside with us in Virginia. These former Comrades may not be aware of your Post, and might very well join your Post if you contact them and let them know where you are and what you're doing. I would be more than happy to provide each Post with a copy of these listings if they will provide me the list of Zip Codes that are within the Post's area of operations.

If I can be of any assistance or answer any of your questions about membership please do not hesitate to contact me at (703) 319-0845 or cqdc1@juno.com.

C. D. "Doc" Crouch
Membership

11. REPORTING:

Comrades to view whether your Post has submitted an Audit Report, Americanism, Community Service, Safety, Youth or Hospital report you will have to visit the Department website (www.vfwva.org).

We update the website weekly usually on Friday. We hope this will eliminate the confusion of whether or not your Post has been credited with submitting a report. Due to the delay of printing and mailing the monthly General Orders, sometimes, the information is over 3 weeks old in the General Orders. If you have any questions please call State Headquarters.

There will be no form for Homeless when reporting for assistance to a homeless veteran please put it on a Community Activity report under aid to others.

12. RESOLUTIONS:

It is that time of year to be thinking about any changes we would like to see in the operation of the VFW at the Department and National level. If a Post wishes to make a Resolution or By-Law change, Please note that Please a draft of the proposed new text to [address]it is not required to submit it through your District, however, by obtaining the support of your District and the other Posts within your District it can reinforce your Post's position.

The Resolutions Committee consists of Ron Link, Post 7589--Chair; Margo Sheridan, Post 3150---Dept. SVC; Mike Boehme, Post 9808; Doc Crouch, Post 3150; Tom Ferguson, Post 2239; Venner Milewski, Post 824andRick Raskin, Post 7589. Any member of the committee is available to assist in drafting of your resolution.

Please see additional information in the General Orders or ask any member of the Resolutions Committee about your thoughts.

The Deadline for Resolutions and By-Laws changes is 15 May 2012. Send all Resolutions to Department Headquarters either via US mail or electronically via Email.

Ron Link
Chair, Resolutions Committee

13. ROSTER CORRECTIONS AND CHANGES:

New Commander District 9
William Davis
PO Box 677
Woodlawn, VA 24381

New Sr. Vice Commander VFW Post 1211
John O'Grady
2100 Mediterranean Ave
Virginia Beach, VA 23451

Commander VFW Post 647
New Address
Benjamin Baker
830 Beck Road
Eden, NC 27288

New Sr. Vice Commander VFW Post 3782
Ronnie D. Counts
PO Box 313
Haysi, VA 24256
276-865-4749

New Commander VFW Post 1211
Walter Kreger
825 Maitland Drive
Virginia Beach, VA 23454

New Sr. Vice Commander VFW Post 4204
Jewell Anderson
PO Box 602
Hot Springs, VA 24445
Phone Number 540-839-2306

Correct Meeting Time VFW Post 8048
Meeting at Noon

New Quartermaster VFW Post 10295
George B Bauserman
15489 Rogers Clark Blvd
Bowling Glen, VA 22427
804-633-9362

Jr. Vice Commander VFW Post 10295
Correct Address
Donald L Pitts
20656 Penola Road
Ruther Glen, VA 22546

15. SCHLOARSHIP THEMES:

The VFW scholarship themes for 2012-13 are as follows:

Voice of Democracy – Is Our Constitution Still Relevant?
Patriot's Pen - What I Would Tell America's Founding Fathers

16. SPECIAL ORDERS:

Special Order # 172

His eligibility to membership having been questioned under the provisions of Section 108 of the National By-Laws and the veteran having failed to submit proof of campaign medal service which would qualify for membership, it is hereby ordered that the name of Phillip D. Durbin, Life Membership No. 9482592, be removed from the rolls of Tidewater, Post No. 4809, Norfolk, Virginia, and his membership in the Veterans of Foreign Wars of the United States terminated by reason of ineligibility.

By order of
Richard L. DeNoyer
Commander-in-Chief

17. STATE CONVENTION:

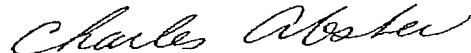
The State Convention will be held at the Crowne Plaza Fort Magruder in Williamsburg, VA on June 7-10, 2012.

Official:



Kim A. DeShano
State Adjutant

By Order of:



Charles Absher
State Commander

Commanders Club Luncheon

ATTENTION: All Past and Present Commanders

You are invited to attend the Annual Commanders Club Luncheon to be held on Friday, June 8, 2012, at the Crowne Plaza in Williamsburg from 11:30 am to 2:00 pm.

Commanders, please pass this information on to your Comrades.

COST: \$30.00 (includes tax & gratuity)

MENU: Mixed Greens Salad with assorted dressings
Prime Rib of Beef au Jus with horseradish sauce
Oven Roasted Potatoes
Seasonal Vegetables
Oven Fresh Rolls with Butter
Bread Pudding with Custard Sauce
Coffee, Decaffeinated Coffee, Herbal and Iced Teas, Ice Water

MAKE CHECK PAYABLE TO: Commanders Club

MAIL CHECK TO: Earle P. Weekley, Jr.
Commanders Club Treasurer
595 Bowman Road
Dayton, VA 22821

DEADLINE: June 1, 2012 ***PRE-REGISTRATION FOR MEAL IS REQUIRED.
PAYMENT MUST BE RECEIVED BY JUNE 1st, NO EXCEPTIONS.
NO MEALS WILL BE AVAILABLE UNLESS PRE-REGISTERED.***

REMEMBER: You can become a LIFE MEMBER for \$30.00; ANNUAL DUES are \$10.00.
All dues can be sent to Earle P. Weekley, Jr. at the above address.

Chris Birch, President

Buddy Weekley, Luncheon Chairman

.....
PLEASE SEND THE FORM BELOW ALONG WITH YOUR CHECK TO ASSURE ACCURACY.
.....

Post No. _____

Amount Enclosed _____

Name of each person attending luncheon (please print clearly)

NAME

DATE JOINED

Annual Dues for _____
Life Member Dues for _____

OUTSTANDING COMMUNITY SERVICE POST

RECORD BOOK ENTRY FORM

1. This form must be filled in and attached to the inside cover of the Community Activities Record Book that your Post enters in the Department Community activities Record Book Contest.
2. Be sure to provide the name, address and zip code of the person to whom the Record Book should be returned following the judging.
3. This form must be signed by the Post Commander

CATEGORIES FOR RECORDING PROJECTS

The Community Activities Program is divided into seven general categories:

- | | |
|---|---------------------------------|
| 1. Community Involvement | 4. School and Church Assistance |
| 2. Cooperation with other organizations | 5. Safety |
| 3. Aide to others | 6. Americanism |
| | 7. Youth and Voice of Democracy |

Post No. _____ City _____ State _____

Total Projects Since 5/1/11 Total Hours (Volunteered)

Total Funds Used/Donated

Total Post Members as of 4/1/12

Total Auxiliary Members as of 4/1/12 City Population

COMMUNITY ACTIVITIES CHAIRMEN

Post _____ Auxiliary _____
(Name of Chairman) (Name of Chairman)

JUDGES, NOTE THE FOLLOWING LEADING PROJECTS

Page _____, _____

Page _____, _____

Page _____, _____

Page _____, _____

RETURN RECORD BOOK TO:

Name _____

Address _____

City _____ State _____ Zip _____

Signature - Post Commander _____

Post Commander's Name (Print) _____

Address _____

City _____ State _____ Zip _____

COMMUNITY ACTIVITIES RECORD BOOK GUIDELINES

1. Record books should contain community service projects that are completed during the period May 1, through April 30.
2. **BOOK SIZE:** Should be no larger than 12 by 16 inches nor more than three inches thick. Make two or more volumes if thicker than three inches. Number each volume, e.g., Volume I; Volume II, etc.
3. **FASTENER and COVER:** If books have metal posts, steel is preferable to brass or aluminum. If covers have decals, place self-adhesive clear plastic over the decals so they will not be damaged during shipping and handling. Please use superior quality page dividers and index tabbing; the extensive handling that the record books experience must be considered.
4. **CLIPPINGS AND PHOTOGRAPHS:** Show dates and captions. Include supporting information.
5. **ACCOUNTING OF EXPENSES:** In a brief statement show how money was spent for each category (one or two pages at the most for each category).
6. **ARRANGEMENT OF BOOK:** Enter each project by category. (Chronological or month by month listing makes your entry more difficult for the judges to evaluate.)
7. **ENTRY FORM:** Complete and fasten inside front cover of volume one.
8. **MAIL OR SHIP RECORD BOOK ENTRY FOR THE DEPARTMENT CONTEST** to your Department Headquarters or the address they designate.
9. Avoid non-community service related items in your record book entry. Pictures of Post Officers, installation of officers, meeting, etc., will not be credited.

(This material should be assembled in a separate section and kept by the Post until the record book is returned after the competition, then it can be added to the record book for permanent reference).

PREPARING A RECORD BOOK

Posts and Auxiliaries carry on many projects which are of public service. The best way to tell the story of your Post and Auxiliary's work in the community is through a Community Activity record book that contains evidence of the many projects and programs your Post and Auxiliary perform.

The contents of your record book should be arranged and in such detail that it tells the story of each project, clearly and completely, to those who may read and judge it.

Posts and Auxiliaries should combine their community activity programs into one book or one set of books the Post and its Auxiliary are judged as a unit.

When making up a record book it is advisable to group your projects and programs into one of the seven categories. If a project qualifies for more than one category, select and list it under one category. It will be given credit, regardless of whether it is listed under the proper category.

For example:

Lite-a-Bike could be listed under categories five or seven.

Do not duplicate your efforts by placing them in each of the categories.

Remember, when compiling your community service record book you are telling a story of your work to judges who generally are not familiar with your efforts or community. The easier it is for the judges to read the facts, the easier it is for them to evaluate your work.

Some Community Activity record book entries have an additional index for each category which lists the subgroups within the categories. Some entries have an index only in the front of volume one.

Remember, also if you enter your record book in other competitions, the judges will be less likely to know about the VFW Community Activities Program. Just like composing a good letter, let your record book present the story so there will be no misunderstanding.

INSTRUCTIONS FOR PROPERLY SUBMITTING POST ELECTION REPORTS

The 2012-13 Post Election Report is to be completed by the outgoing Post Quartermaster during or immediately following the election meeting.

Information you will need to properly file your report:

- Elected Post Officers Membership Information to include current contact information and membership number.
- Post Meeting Information to include Address, Day and Time. The Day should be shown as "First Tuesday," "Third Wednesday," as appropriate. If a meeting is held more than once a month, show as "First and Third Monday" "Every Friday," as appropriate. Time should be shown as "11:00 am," "7:30 pm," as appropriate.
- Post Mailing Address, Post email and website information.
- Post Federal Employer Identification Number (EIN).
- Current Post dues amount.
- Commander's named appointments for Adjutant and Post Service Officer.

ONLINE ELECTION REPORT

Online reporting is the required method of submitting the Post's 2012-13 Election Report. As Post Quartermaster, you will log into www.vfw.org and access the "Online Membership System" (OMS) under "Post Quartermaster Tools & Resources", click on "Post Election Report"; you are now ready to use the newly enhanced reporting procedure. Follow the step by step process, verify your summary, make any necessary corrections, and submit. This is a 5-7 minute process for the average user.

Quartermasters who need assistance setting up their OMS account should view the following link to access training materials for the new OMS: <http://www.vfw.org/oms/TrainingMaterials.aspx>

Department Quartermasters have access to OMS and have the ability to enter Post Election results for a Post. Please utilize this resource if you do not have access to OMS.

In addition to the annual election report, this system will be utilized to make officer changes during the administrative year.

MAIL-IN OR FAXED ELECTION REPORT

Although a return, postage paid envelope has been included in this year's mailing, we ask that you make every attempt to use the online reporting method. Do not mail or fax your report if you have utilized the online reporting method. Your report can be submitted by mailing one copy to the Adjutant General in the enclosed envelope or fax to 816-968-1149.

This will be the last year that we will provide a postage paid envelope.

NOTIFICATION

Changes in Post Officers will also be acknowledged by email to the Post's V-mail account.

Post Quartermaster's will receive, via USPS, a "Post Record Acknowledgement", this card is used to show the reported change of the Post Commander, Post Quartermaster, and/or Post Dues Amount. Only return this card to correct erroneous information. Corrections can also be made by accessing the OMS.

National Headquarters will be providing Post and Officer Information to the Department Headquarters.

Questions regarding the Post Election Report can be answered by calling 816-756-3390 ext. 299



2012-2013 POST ELECTION REPORT

DATE OF ELECTION:

POST # *	DISTRICT #	DEPARTMENT *	POST NAME *	POST DUES * AMOUNT Includes	\$
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POST MEETING LOCATION (PHYSICAL ADDRESS)				POST MAILING ADDRESS			
BUILDING NAME (IF NOT POST NAME) *				STREET ADDRESS or PO BOX # *			
STREET ADDRESS *				ADDRESS LINE 2 *			
CITY *		STATE *	ZIP CODE *	CITY *		STATE *	ZIP CODE *
POST PHONE # * ()		POST MEETING DAY/ TIME *		CHECK ALL THAT APPLY: *			
FEDERAL EMPLOYER IDENTIFICATION # (EIN) *		PDST WEBSITE		<input type="checkbox"/> OWN <input type="checkbox"/> RENT <input type="checkbox"/> NO POST HOME <input type="checkbox"/> CANTEEN/CLUBROOM <input type="checkbox"/> PROVIDE HALL RENTALS <input type="checkbox"/> PROVIDE MILITARY FUNERAL HONORS			

COMMANDER *							
MEMBERSHIP #		NAME			STREET ADDRESS or PO BOX #		
PHONE # ()		EMAIL ADDRESS			CITY	STATE	ZIP CODE

SENIOR VICE COMMANDER *							
MEMBERSHIP #		NAME			STREET ADDRESS or PO BOX #		
PHONE # ()		EMAIL ADDRESS			CITY	STATE	ZIP CODE

JUNIOR VICE COMMANDER *							
MEMBERSHIP #		NAME			STREET ADDRESS or PO BOX #		
PHONE # ()		EMAIL ADDRESS			CITY	STATE	ZIP CODE

QUARTERMASTER *							
MEMBERSHIP #		NAME			STREET ADDRESS or PO BOX #		
PHONE # ()		EMAIL ADDRESS			CITY	STATE	ZIP CODE

CHAPLAIN							
MEMBERSHIP #		NAME			STREET ADDRESS or PO BOX #		
PHONE # ()		EMAIL ADDRESS			CITY	STATE	ZIP CODE

JUDGE ADVOCATE							
MEMBERSHIP #		NAME			STREET ADDRESS or PO BOX #		
PHONE # ()		EMAIL ADDRESS			CITY	STATE	ZIP CODE

SURGEON							
MEMBERSHIP #		NAME			STREET ADDRESS or PO BOX #		
PHONE # ()		EMAIL ADDRESS			CITY	STATE	ZIP CODE

1 YEAR TRUSTEE *							
MEMBERSHIP #		NAME			STREET ADDRESS or PO BOX #		
PHONE # ()		EMAIL ADDRESS			CITY	STATE	ZIP CODE

2 YEAR TRUSTEE *							
MEMBERSHIP #		NAME			STREET ADDRESS or PO BOX #		
PHONE # ()		EMAIL ADDRESS			CITY	STATE	ZIP CODE

3 YEAR TRUSTEE *							
MEMBERSHIP #		NAME			STREET ADDRESS or PO BOX #		
PHONE # ()		EMAIL ADDRESS			CITY	STATE	ZIP CODE

ADJUTANT (APPOINTED) *							
MEMBERSHIP #		NAME			STREET ADDRESS or PO BOX #		
PHONE # ()		EMAIL ADDRESS			CITY	STATE	ZIP CODE

SERVICE OFFICER (APPOINTED) *							
MEMBERSHIP #		NAME			STREET ADDRESS or PO BOX #		
PHONE # ()		EMAIL ADDRESS			CITY	STATE	ZIP CODE

PREPARING A RESOLUTION TO BE CONSIDERED BY THE NATIONAL CONVENTION

The policy of the Veterans of Foreign Wars is established by resolutions adopted by the delegates attending Department and National Conventions. Most such resolutions originate at the Post level and are passed through the District and Department before being acted upon at a National Convention. Many times, an otherwise worthy idea gets nowhere merely because it is not correctly presented.

A resolution contains two separate parts; a statement of the problem to be solved, and the proposed solution to the problem. The problem is outlined in the "WHEREAS" clauses, and the proposed solution is given in the "RESOLVED" section.

The "RESOLVED" section of a resolution should be complete in itself without depending on the "WHEREAS" clauses to give it meaning.

EXAMPLE

WHEREAS, the rising cost of living has created an intense hardship on those disabled veterans whose only income is a meager pension check; now, therefore

BE IT RESOLVED, that we petition Congress to enact legislation which would provide a substantial increase in non-service connected pension rates.

(Note: The "RESOLVED" section has a proposed solution that makes sense and can stand alone without the "WHEREAS" clause giving it meaning.)

A resolution may deal with a local problem. It needs no action on a level higher than that of the Post. If the problem concerns an area larger than that served by the Post, it should, after Post approval, be presented before the District or County Council. All resolutions of statewide, regional or national concern must be acted upon by the Department Convention. Those resolutions approved by a Department Convention, which affect persons or matters *outside the state boundaries*, must be forwarded to the National Convention for final disposition.

When submitting a resolution to the Department Convention, a notation on the bottom should show the previous action taken, such as, approval by Post and, if applicable, by the District. A Post or District submitting a resolution to its Department Convention must follow guidelines established by the Department, which may require submitting the resolution to the Department Adjutant prior to the convening of the convention.

Resolutions not in proper form, unclear as to meaning, or concerning matters clearly not within the scope and purpose of the Veterans of Foreign Wars cannot be considered by the National Convention.

Resolutions approved by a Department Convention, which affect matters outside state boundaries, must be forwarded by the Department Adjutant to the National Convention for final disposition. Approved resolutions should be sent to national headquarters at the close of the department convention. The Adjutant General requests all resolutions be forwarded to National Headquarters on or before the first working day of July. A resolution disapproved by the Department Convention or not acted upon by the Department Convention will not be considered by the National Convention.

Resolutions may also be originated by Department officers or by the Department Convention itself and acted upon by the Department Convention. A National Officer may originate a resolution concerning National affairs and submit it directly to the National Convention without Department action. Likewise, a National Convention Committee may originate a resolution and present it for approval during the National Convention.

Policy set by the National Convention is binding upon all subordinate units of the Veterans of Foreign Wars. No Post or Department is permitted to take any individual action or espouse any cause contrary to the National By-Laws or to the actions of the National Convention except that it may propose changes in policy by the preparation of a resolution for consideration as outlined herein.

PREPARING PROPOSED AMENDMENT TO THE NATIONAL BY-LAWS, MANUAL OF PROCEDURE OR RITUAL

By-Laws: Any member in good standing, a Post, a District, or a Department, may propose an amendment to the National By-Laws; provided, however, before consideration at the National Convention, the proposed amendment must be approved by a Department Convention. Immediately following a Department Convention, the proposed amendment(s) must be forwarded to National Headquarters.

Manual of Procedure and Ritual: Any Post, District, or Department may propose an amendment to the Manual of Procedure or Ritual; provided, however, before consideration at the National Convention, the proposed amendment must have been forwarded, through channel and have been properly approved. In order to meet National By-Law/Manual of Procedure Article XIV requirements, to provide 15 day notice to all Posts of all amendments, the Adjutant General requests all amendments be forwarded to National Headquarters on or before the first working day of July.

By-Law, Manual of Procedure or Ritual changes not in proper form, unclear as to meaning, or concerning matters clearly not within the scope and purpose of the Veterans of Foreign Wars cannot be considered by the National Convention.

A proposed change to the National By-Laws, Manual of Procedure or Ritual must be submitted as such, not as a resolution. Proposed amendments must be definite and specific as to the verbiage to be deleted or added. Use of the most recent amended copy of the National By-Laws, Manual of Procedure and Ritual is encouraged, as proposed changes considered by convention delegates cannot be amended on the floor.

EXAMPLE 1

Proposed Amendment to National By-Laws proposed by Department of _____.
Section 202 – By-Laws.

Amend Section 202, National By-Laws, by deleting the words “two-thirds (2/3)” in the first sentence of paragraph one, and inserting, in lieu thereof, the following:
“majority”.

EXAMPLE 2

Proposed Amendment to National Manual of Procedure proposed by Department of _____.
Section 518 – Officers: Duties and Obligations.

Amend Section 518, Manual of Procedure, by deleting paragraph (a) (1) d. in its entirety and inserting, in lieu thereof, the following:

“Plan and organize all social functions.”

EXAMPLE 3

Proposed Amendment to National Ritual proposed by Department of _____.

Amend the Ritual by deleting on page 48, in the last sentence of the Member’s Obligation, the words “and a citizen of our great republic.”

Further amend by placing a period after the word “comrade” in the same sentence.

If you require help composing a proposed change to the Bylaws, Manual of Procedure or Ritual, please contact Administrative Operations at National Headquarters for advice and assistance in properly preparing a proposed amendment to be voted upon by your department convention.



VETERANS OF FOREIGN WARS

2012 National Convention
July 21-25, 2012
Official Hotel Reservation Form

INSTRUCTIONS

Reservations can be made in one of the following ways:

INTERNET: Visit the VFW web site at www.vfw.org.

TELEPHONE:

888-665-1375 Toll-free
801-505-5260 International
7:00 a.m. to 6:00 p.m. MST, M-F

FAX:

801-355-0250

MAIL:

The Housing Connection
175 S. West Temple, Suite 140
Salt Lake City, UT 84101

EMAIL:

THC@housingregistration.com

DEADLINE

Reservations must be made by phone, fax, mail or internet by **June 15, 2012**. Reservations received after this date will be subject to space and rate availability.

CONFIRMATIONS

The Housing Connection will send you an e-mail confirmation of your reservation. Please review all information for accuracy. If you do not receive a confirmation or have questions, please call The Housing Connection at the above listed phone number. **You will not receive a confirmation from the hotel.**

TAX RATE and REQUESTS

All rates are per room and are subject to 13% tax (subject to change). Special requests cannot be guaranteed; however hotels will do their best to honor all requests. Hotels will assign specific rooms upon check-in, based on availability.

ROOM DEPOSIT REQUIRED TO SECURE RESERVATION:

Reservations will not be accepted without a Room Deposit of \$125 for each room reserved. Room Deposits will be accepted in the form of a valid credit card with signature authorizing the credit card guarantee to be charged for the Room Deposit. If the charge to the credit card is denied, we reserve the right to release your reservation. Room Deposits will be accepted in a form of a check until June 15, 2012.

CANCELLATION POLICY

Cancellations after June 15, 2012 will be subject to a \$50.00 service fee. One night's room and tax will be forfeited entirely if cancellation occurs within seventy-two (72) hours prior to the attendee arrival date and will be charged by your hotel.

GUEST INFORMATION (PLEASE PRINT)

FOR BEST AVAILABILITY, MAKE YOUR RESERVATION VIA INTERNET (www.vfw.org) OR BY PHONE AT (888) 665-1375

Arrival Date _____ **Departure Date** _____

First Name _____ M.I. _____ Last Name _____

E-mail Address: _____

Daytime Phone: _____ Fax _____

Company _____

Address _____

Address 2 _____

City/State/Province _____

Zip/Postal Code, Country _____

HOTEL SELECTION

Each state/department has been assigned a hotel with an allocation of rooms. In the event the allotment has been filled, a room will be reserved at another VFW hotel based on your preference of rates or proximity and availability.

If hotel assignment is sold out, which is more important? (check one) _____ Room Rate _____ Location

State you reside in: _____

Room Type Requested: _____ One Bed _____ Two Beds
(Submit only one room request per form. Should additional forms be needed, please make copies.)

List all room occupants:

Check here if you have special needs. Smoking Room
Most hotels are now non-smoking, please check with your assigned hotel for their smoking policy. We cannot guarantee smoking room requests

Special requests: _____

DEPOSIT INFORMATION

All reservations requests must be accompanied by a credit card guarantee or check for one night's deposit. Housing Forms received without a valid guarantee/deposit will not be processed. Faxed requests must include a valid credit card. Check deposits must be mailed with a completed housing form.

Visa American Express Discover MasterCard

Card Number _____ Exp. Date _____

Name on Credit Card _____

Cardholder's Signature* _____

*I hereby authorize any one of the participating hotels to process a charge to my credit card if I fail to cancel my reservation within 72 hours of my arrival.
 Check deposit of \$125 enclosed and made payable to The Housing Connection. Mail check with housing form to: The Housing Connection, 175 S. West Temple, Suite 140, Salt Lake City, UT 84101.

VFW 113th National Convention
Reno, Nevada
Reno/Sparks Convention Center
July 21-25, 2012

All meetings are held in the convention center unless otherwise noted.

Times for various functions are subject to change.

Meeting rooms will be posted closer to conference dates and are subject to change

Saturday, July 21, 2012

7:00 a.m.-2:30 p.m.	VFW Health Fair
8:00 a.m.-4:00 p.m.	VFW/Registration/Exhibits
8:00 a.m.	National Veterans Service Advisory Committee
10:30 a.m.	Budget and Finance Committee
12:00 p.m.	Vander Clute Memorial Ride - Check Presentation
1:30 p.m.-3:30 pm.	National Council of Administration Meeting
3:30 p.m.-5:30p.m.	Conference Meetings
6:00 p.m.	Catholic Mass
7:00 p.m.	Veterans Service Resolutions Committee (for Chairmen)
7:00 p.m.	Past CIC Dinner

Sunday, July 22, 2012

6:30 a.m.-8:00 a.m.	Membership Workshop
7:00 a.m.	Gold Star Families Reception
7:00 a.m.-2:30 p.m.	VFW Health Fair
8:00 a.m.-4:00 p.m.	VFW Registration/Exhibits
8:00 a.m.-4:00 p.m.	Field Competition
7:00 a.m.	Catholic Mass
7:00 a.m.	Protestant Service
8:30 a.m.	Annual Memorial Service
10:00 a.m. – 11:00 a.m.	NMS Committee meeting
10:00 a.m. – noon	Veterans Benefits Forum
10:00 a.m. – noon	National Legislative Service meeting

Committee Meetings:

1:45 p.m.	Resolutions Committees
1:00 p.m. – 4:00 p.m.	National Military Services Workshop
2:00 p.m.	National By-Laws, Manual of Procedure and Ritual

Resolutions Committees:

2:00 p.m.	Finance and Internal Organization (200 series)
2:00 p.m.	General Resolutions (300 Series)
2:00 p.m.	National Security and Foreign Affairs (400 series)

Sunday, July 22, 2012 (cont.)

2:00 p.m.	National Veterans Service Resolutions (600 series) Sub-committee – Medical Programs Sub-committee – Employment Sub-committee –Benefits/Entitlements
6:30 p.m.	VAC Dinner

Monday, July 23, 2012

7:00 a.m.-2:30 p.m.	VFW Health Fair
8:00 a.m.-4:00 p.m.	VFW Registration/Exhibits
8:00 a.m.-4:00 p.m.	Field Competition
8:00 a.m.-12:00 p.m.	Joint Opening Session
1:00-4:00 p.m.	Business Session
12:00-1:00 p.m.	National Outstanding Community Service Post Reception

Tuesday, July 24, 2012

6:30 a.m.-8:00 a.m.	Chaplains Workshop
6:30 a.m.-8:00 a.m.	All-American Commanders Breakfast
7:00 a.m.-12:00 p.m.	VFW Health Fair
6:30 a.m.-8:00 a.m.	VFW National Scouting Team Workshop
8:00 a.m.-4:00 p.m.	VFW Registration/Exhibits
8:00 a.m.-11:30 a.m.	VFW Business Session
11:30 a.m.-1:30 p.m.	Incoming CIC (Dept. Cmdrs.) Luncheon
2:00 p.m.	Business Session/Nomination of Officers
3:00 p.m.-5:00 p.m.	Workshops
	Communications & Public Affairs Workshop
	VFW Programs Workshop
	IAVC Committee meeting
	NWVC Committee meeting
	National Home
3:00 p.m. – 4:00 p.m.	Grants, Financial Assistance and Planned Giving
6:30 p.m.-8:30 p.m.	Patriotic Rally

Wednesday, July 25, 2012

8:00 a.m.	Business Session /Installation of Officers
11:00 a.m.	National Council of Administration (immediately following installation)
4:00 p.m.-6:00 p.m.	Commander-in-Chief's and National President's Reception (Ticketed Event)

Thursday, July 26, 2012

9:00 a.m.	CIC Assignment Meeting
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