



**HEADQUARTERS  
DEPARTMENT OF MISSOURI  
VETERANS OF FOREIGN WARS OF THE U.S. INC  
GENERAL ORDERS NO. 7**

Series 2022-2023

January, 2023

**(To be read or distributed at a regular Post meeting and filed)**

1. The Winter Council of Administration Meeting and Voice of Democracy, Patriots Pen, and Teacher of the Year Banquet will be held on January 27<sup>th</sup>. and 28<sup>th</sup>. 2023, at Hilton St Louis Airport, St Louis, MO. All members of the Council, as well as Committee and Chairpersons, should make every effort to attend and be prepared to report in accordance with the agenda, which will be provided as we get closer to the meeting date. Room reservations can be made by calling the hotel at 314-426-5500 or by clicking on the link on attached flyer. It is highly recommended you use the link to make your reservations. Banquet Ticket Form for the Voice of Democracy Banquet is attached also.

2. Post and District Commanders are reminded that the Department pays the **cost of the meal only for the student to attend the Voice of Democracy banquet.** Meals and lodging for the parents and guests of the student must be arranged through Department Headquarters and paid for by the District or Post, depending on District by-laws or standing rules. A special form to make rooming and meal arrangements for students, their families, and guests will be distributed by the Voice of Democracy Chairman. **It is important that this form be used and returned to Department Headquarters by the date indicated on the form. Credit card information must be included to hold the room. If the hotel doesn't receive a District or Post check at the event, the room will be charged to the credit card listed on the form. DO NOT SEND PAYMENT TO DEPARTMENT FOR DISTRICT WINNER'S ROOM.** Please do not make room reservations for the district winner outside the special form explained above. A block of rooms has been set aside for this purpose. Please contact Angela at Department Headquarters if you have any questions.

3. Section 105 of the National By-Laws is clear on Members in Good Standing in the Post. Members that have not paid their 2023 dues by their expiration date are not in good standing until the dues are paid. Section 220 of the National By-Laws states, "Any elective Post Officer removed by the Department Commander, by reason of failure to pay current dues ---shall not be eligible to serve in any Post office in the same administrative year in which the officer is removed." **Post Commanders shall ensure that all their Post Officers have paid their 2023 dues by their expiration date. There's no reason to delay until the last minute. Post Officers failing to pay their 2023 dues by their expiration date will be removed from office and aren't allowed to serve in any office for the remainder of the administrative year. Post Commanders and Quartermasters are encouraged to check their rosters and make sure their officers renew on time. We currently have 13 Post with at least one (1) Officer's Dues Expiring prior to February 1, 2023.**

4. If your Post has not made a donation to the Veterans Service Officer Program or the Veteran and Military Support Program, please do so ASAP. These are requirements for your Post to earn All-State. **REMEMBER:** VSO checks must be mailed to Department HQs and VMS checks must be mailed to National HQs as stated in your Commander Handbook.

5. Quarterly Audit Report's for quarter ending December 31 2022 are due to Department Headquarters no later than January 31, 2023. Audits **MUST** be in by the designated date to qualify for All-State. Postmarks do not count as each Post has 30 days to conduct their audit and mail, fax or email the completed audit report to State Headquarters. **Per sec. 218 (11) b. it's the duty of the Trustee's to conduct the audit and submit the Trustee Report of the Audit to the Department Quartermaster. Any post failing to submit a Quarterly Audit Report will not be allowed to vote at the upcoming State Convention to be held in June 2023.**

6 I want to call your attention to the following section of the National By-Laws and Manual of Procedure. Any Post not in compliance is subject to suspension.

**Sec. 709 - Control of Units** - "Any Post owning and/or operating, directly or by reason of a holding company or other entity substantially controlled by the Post or its members, a canteen, clubroom or other facility available to members or guests must maintain general liability insurance, including, if necessary or appropriate, liquor liability insurance. **Such insurance must be of a type and amount sufficient to protect the Post and must name, as additional insured's, the Veterans of Foreign Wars of the United States and the Department in which such Post is located. Post shall ensure policies purchased include these additional insured statements.**

If the Liability and Dram Insurance Blocks on the State Dashboard are **RED** it means we do not have a current "Certificate of Insurance" on file for your Post. Please forward a copy, or have your agent send a copy, to Department ASAP. You can mail to 3401 Knipp Dr. Jefferson City, MO. 65109 or email to [adj@movfw.org](mailto:adj@movfw.org) or [hqangela@vfwmo.org](mailto:hqangela@vfwmo.org).

7. Posts are reminded that **ALL** Officer Changes must be reported to National and Department. You can email a copy of the Officer Change Form to me at [adj@movfw.org](mailto:adj@movfw.org) or Fax a copy to 1-573-636-2664 or mail a copy to: 3401 Knipp Dr, Jefferson City, MO 65109.

8 As of today, December 27, 2022 the Dept. of MO. is at 92.08% in Membership. We are ahead of where we normally are at this time but need to keep working hard on membership. **Now is the time to start calling your Annual Members to check on them and urge them to renew as soon as possible.**

Congratulations go out to all of the Post Commanders, Quartermasters, and Membership Chairmen that have achieved 100% membership to date.

9. Reminder to Posts and Districts: The Voice of Democracy and Patriots Pen Scholarship program needs your support. In order to continue to give scholarships to our District winners we need to build up our scholarship fund. Commander Kelb has initiated an incentive for Post that make a donation (**no donation is too small**) to this cause. Please forward your donation to Department Headquarters with VOD/PP Scholarship noted in memo section of the check. See attached sheet for incentive details.

10. The Veteran Service Officer Program is vital to our organization. Donations from Posts, Auxiliaries, and individuals on a continuing basis are critical to this program. Without your donations, we cannot continue to provide the service we are now providing and this program is what we are about. Remember, our Service Officers are employed by you, the VFW members in Missouri to assist your members and Veterans in your community in obtaining vital health care and VA benefits. **The State Commander's expectation is that every Post donate a minimum of \$3.00 per member.**

11. Anyone requesting a Department Officer to attend a function must submit a **written request** to Department Headquarters at least 30 days prior to the date of the function. An e-mail to the Adjutant at [adj@movfw.org](mailto:adj@movfw.org) is acceptable.

12. Prior to your monthly meeting, please review your All-State status and conduct your meeting so as to accomplish items to get your Post to that Honor. Please take a look at your 2022-2023 Post Commander Handbook to see what your Post needs to do. All State determination will be made from data collected by the Department Headquarters on May 1, 2023

13. **All Post are strongly encouraged to log onto the VFW Department of Missouri Webmail.** The Post account is post (your post #) @movfw.org; i.e., [postxxxx@movfw.org](mailto:postxxxx@movfw.org); Please see your predecessor for current password. You can then change the password to whatever you want. Access to webmail is through the State website, [www.movfw.org](http://www.movfw.org). Go to the top task bar and click on LOGIN and then click on Webmail. You will see in the middle "change email password". Once this is completed, go back to the Webmail login screen, and go to Check Your Email. Enter your email address and password on the next screen. You should be in your emails. If you have any issues, please contact Ken Allison at 636-448-3061.

14. If your Post has not ordered your quota of Buddy Poppies, you are encouraged to do so ASAP. Due to staffing issues at National Headquarters, we are experiencing some delays. Please see your Post Commander Handbook for order form and quota you need to order. If you wish to charge them on a Credit Card, please fill out the Credit Card information. Otherwise mail a check along with the form. **(Orders will not be taken over the Phone)**  
(When the order is placed with National your Post will be Cc'd on the email. If you do not see an email within a few days of sending your order to us, please give us a call to verify that we rec'd your order.)

15. On behalf of the Line Officers and Office Staff we wish you a Happy and Prosperous New Year.

16. These are the District Meetings scheduled in the months of January and February 2023

<b>DIST.</b>	<b>DATE</b>	<b>POST</b>	<b>LOCATION/TIME</b>	<b>OFFICER</b>	<b>REMARKS</b>
1	1/14/23	858	Chillicothe 9 am	Commander	District Meeting (PP & VOD)
2	1/21/23	1003	Jefferson City, 11 am	Sr. Vice	District Meeting
3	1/14/23	10906	Gladstone, <b>Time TBD</b>	Chief of Staff	District Meeting
5	1/14/23	5789	Lee's Summit 6 pm	Commander	VOD/PP/TOY Dinner
5	1/15/23	5789	Lee's Summit 1 pm	Commander	District Meeting
9	1/8/23	4182	Herman, 1 pm	Commander	District Meeting
14	1/15/23	3404	Springfield 12:30 pm		District Meeting
15	1/15/23	3174	Sikeston - 12 pm	Surgeon	Dist. Mtg. (PP/VOD/TOY)
17	1/15/23	4958	Memphis 12 pm	Jr. Vice	District Meeting
6	2/12/23	4288	Corder 12 pm	Commander	District Meeting
7	2/11/23	2590	Carthage 10 am	Commander	VOD/PP District Meeting
8	2/5/23	5896	Farmington, 1 pm	Commander	VOD/PP District Meeting
12	2/11/23	3500	Richmond Hts. 12 pm	Jr. Vice	District Meeting
18	2/18/23	473	Cabool, 10 am	Commander	District Meeting

Official:  
 Donald L. Hentges  
 Adjutant

By Order of:  
 Royce Kelb  
 Commander