



**HEADQUARTERS
DEPARTMENT OF MISSOURI
VETERANS OF FOREIGN WARS OF THE U.S. INC
GENERAL ORDERS NO. 3**

Series 2024-2025

September 2024

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

1. The Fall Council of Administration Meeting will be held on September 27-28, 2024 at The Courtyard by Marriott, 3301 Lemone Industrial Blvd, Columbia, Missouri. All members of the Council, Chairman, as well as Committees, should make every effort to attend and be prepared to report in accordance with the agenda. For reservations you can call (417) 866-5253 or (888) 532-4338. The Commander and President's Homecoming Banquet, a Whodunit Mystery Dinner, will be held on Saturday evening. Dress the part, or just wear some accessories. The idea is to have fun. Please see attached form for more information and to order tickets. Banquet forms must be returned no later than September 13th, 2024.
2. Make sure to bring the diapers, wipes, and other baby amenities you've collected to the Fall Council of Administration Meeting. We will be collecting the items to support the Department Commander and President's joint Special Project: "Operation Bottom Cover". The flyer is on page 82 of the Commander's book.
3. The Big Ten Conference will be October 18-20, 2024 at the Marriott Indianapolis East, Indianapolis, Indiana. **Please see attached for more information.** The last day to book is September 25th 2024.
4. The annual trip to the National Home for Children is October 25-27, 2024. The Bus Trip and the Hotel are booked separately (**Please see the attached forms**). Reservations for the Bus is September 16th. If we don't have a minimum of 40 riders, this is the deadline for canceling the bus without penalties.
5. There has been a change to the All-State Program. Veterans Service Officer (VSO) donations are now \$3.00 per member based on what National has for your membership on July 1, 2024.
6. If you haven't already done it, make sure to order your quota of Buddy Poppies. (Either the traditional Poppy or the new Tin Tab Poppy). The order forms along with the quota sheet are on pages 55-57 of the Commander's Handbook.
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 or Fax a copy to 1-573-636-2664 or mail a copy to: 3401 Knipp Dr, Jefferson City, MO 65109.
8. All Posts are required to file a Federal Income Tax return. **NO EXCEPTIONS!** Posts

may obtain forms 990EZ, 990 and/or 990T from any IRS Office, or online at <http://www.irs.gov>. Posts with a year end of 30 June must file with the IRS prior to 15 November 2024, (most posts have a year end of 30 June). **Failure to file will result in the loss of your tax-exempt status.**

9. All inspection reports should be mailed directly to the Department Inspector, Randle Tolliver, 6689 Highway B, Ellington, MO, 63638-9219. If a Deputy Inspector wishes to claim mileage for travel in connection with the inspections, he/she must submit a voucher to the Department Inspector for approval.

10. All Posts and Districts are reminded that Annual Incorporation Reports to the Secretary of State were due in August. If you have not filed your report for this year, please do so immediately. If no report is filed, your Incorporation will lapse in November.

11. The Voice of Democracy and Patriots Pen Scholarship program needs your support. Department needs Posts, Districts, and Auxiliaries to donate to cover these scholarships. Besides helping the kids, there are some good incentives to donate. Please see attached flyer.

12. Reminder to Post Commanders: The National By-Laws and the Missouri All-State Program require the Post Commander attend, or have a Post Representative attend, all meetings called by the District Commander.

13. 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 is acceptable.

14. The attention of Post and District Commanders and Inspecting Officers is directed to section 703 of the National By-Laws - Bonds. Each accountable officer of this organization shall be bonded with an indemnity company as surety in a sum at least equal to the amount of the liquid assets for which he may be accountable. Liquid assets are defined as cash on hand or in the bank and other negotiable instruments readily convertible into cash.

15. All Posts should be using the Online Reporting Portal. If you have any member that cannot log on or have any questions or problems, please call Ken Allison at 636 448-3061.

16. **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; 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. 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.

17. Article VII sec. 704 of the National By-Laws and Manual of Procedures establishes the requirement for all Posts to establish and maintain a Relief Fund. Expenditures from the relief fund shall be as prescribed in sections 219 & 704 of the Manual of Procedures. Expenditures authorized include donations to Veteran Service, National Home, and support of the National Guard and their families. Audit Reports received at Dept Headquarters indicate that many Posts

may not be meeting this requirement. All Posts are to review their accounting practices and ensure they are meeting this requirement.

18. If you have not ordered the 2024 edition of the VFW National Bylaws and Manual of Procedure from the VFW Store, please do so ASAP. You are required to have the latest addition on hand at your Post and District.

18. There are no District Meetings scheduled for the month of September.

Official:
Susan Kelb
Adjutant

By Order of:
Ric DePontee
Commander