

**VETERANS OF FOREIGN WARS OF THE U.S.
DEPARTMENT OF NORTH CAROLINA**

GENERAL ORDER NO. 4

NOVEMBER 2011

1. Winter Council of Administration meeting: The Winter Council of Administration Meeting will be held at the North Raleigh Hilton in Raleigh, February 3-5, 2012. There will be two business sessions, one on Friday, February 3, beginning at 3:00 p.m. and the second on Sunday, February 5, beginning at 10:00 a.m. Various committee meetings and training will be held Saturday morning with conference meetings set for Saturday afternoon. Make reservations by contacting the **North Raleigh Hilton, 3415 Wake Forest Road, Raleigh, NC 27609, telephone (919) 872-2323**. Room rates are \$94 plus tax. Comrades are reminded that due to State By-Laws changes, no items can be introduced as new business unless those items have been advertised on the Department's website for at least 45 days. Council members wishing to introduce new business should send their proposal to the Department Headquarters as soon as possible.

2. Registration Fee at Council Meeting: In order to be more closely aligned with procedures at VFW National functions, State Commander Schoolcraft has determined that overall registration fees will be charged at the Council of Administration meetings and State Convention this year. The registration fee for the February council meeting is \$30 per person, payable in advance to VFWNC, P.O. Box 25337, Raleigh, NC 27611 or at the VFW Registration Desk. The registration fee will cover the food at the Friday evening Voice of Democracy/Patriot Pen Banquet, the Department Hospitality Room on Friday and Saturday, and the goody bag with program booklet. All hospitality rooms, to include candidate rooms, will be closed from 6 pm to 9 pm Friday night during the Banquet. For those who do not wish to attend VFW social functions, they do not need to pay a registration fee. For those who wish to attend only certain social functions, the charge is \$20 for just the banquet and \$10 for just the Hospitality Room.

3.VOD and Patriot Pen program changes: In an effort to follow the lead of the VFW National organization, State Commander Schoolcraft has continued the Voice of Democracy and Patriot Pen programs at Department level this year. The top three VOD winners and their parents, and the top three Patriot Pen winners and their parents will visit Raleigh in the spring to meet the governor, visit the legislature, visit the NC Museum of History, and attend the VOD/Patriot Pen Banquet at the North Raleigh Hilton Hotel on Friday, February 3. Winners will receive their actual awards at their schools, where the VFW will receive better and more widespread community publicity. The top three VOD winners and Patriot Pen winners will be awarded by Department line officers (who may be District Commanders), and the other 14 District-level winners will be awarded by the District Commander or his representative. Awards will be conducted by Department and District representatives in coat and tie attire.

4.Quartermaster Bond Information: The attention of all Post Officers is directed to Section 703 of the National Charter and By-Laws and Manual of Procedures, which requires that each accountable officer of the organization shall be bonded with an indemnity company as surety in the sum of at least equal the amount of funds and value

of property for which, so far as can be anticipated, he may be accountable. The minimum Quartermaster Bond through Department Headquarters is \$3000.00. The fee for \$3000.00 is \$9.00. Additional coverage is available at \$3.00 per thousand under \$25,000 and \$2.50 per thousand above \$25,000. Bond forms were distributed to all District Commanders in June, and are on line at www.vfwnc.org. All quartermasters must be bonded immediately. There are no exceptions. If the Post Quartermaster does not have the required forms to order his Quartermaster Bond, he should immediately contact this headquarters at 919-828-5058 or at qm@nc.vfwwebmail.com or at P.O. Box 25337, Raleigh, NC 27611. It is the Post Commander's ultimate responsibility to make sure that the bond, once issued, remains in force by insuring that the Trustees accomplish complete and thorough audits of the Quartermaster and other bonded officials. Failure to bond the Post Quartermaster by 1 January 2012 will result in suspension of a post's charter. Those posts whose Canteen Managers, Bartenders, Bingo Managers, or Kitchen Managers are insured under the Employee Dishonesty Clause of their liability insurance policies must submit to Department Headquarters copies of the policy pages which reflect the insurance company name, the post name/number, the dollar amount of employee dishonesty coverage, the inclusive dates of coverage, and page explaining the coverage. Posts which have this coverage do not need to bond those employees with the Department. This type of insurance' Employee Dishonest Clause does not cover the Quartermaster or the Men's Auxiliary Treasurer, who must have a surety bond.

As of 18 October, the following posts do not have a valid Quartermaster Bond:

1134 Winston-Salem	1707 Lincolnton	1957 Hickory
2573 Wilmington	2574 Eden	2756 Thomasville
2843 Pembroke	3702 Roanoke Rapids	4059 Mint Hill
4096 Norlina	4203 Rockingham	4208 Old Fort
4312 Seaboard	5204 Forest City	5206 Hendersonville
5305 Newton	5362 Morganton	5381 Lenoir
6064 Tabor City	6066 Nakina	6369 New London
6812 Hayesville	7314 Hamlet	7620 Andrews
7775 Charlotte	9116 Columbus	9136 Mount Holly
9158 Maxton	9245 Robbins	9281 Bryson City
9337 Gastonia	9418 Randleman	9514 Pink Hill
9736 Croft	9751 Marshville	9850 Tarboro
10000 Hiddenite	10001 Raleigh	10225 Garner
10226 Oak Island	10346 Hamptonville	10607 Burlington
10630 Hope Mills	11173 Walnut Cove	11222 State Road

Districts 9, 10, 14

5. Canteen fees: Posts operating a Canteen as defined in the department by-laws and which have not done so should remit immediately to Department Headquarters the annual Canteen Fee of \$50.00 for the 2011-12 year. Those posts that do not submit this fee will be considered to be in arrears to the Department. Failure to pay the Canteen Fee by 1 January 2012 will result in the closure of the post's canteen until the bill is paid. Posts which are operating a canteen without Department permission should immediately

obtain such permission or risk closure and disciplinary action. As of 18 October, the following posts had not paid their Canteen Fee:

1134 Winston-Salem	1160 Charlotte	1706 Lincolnton
2057 Rocky Mount	2401 Beaufort	2417 Henderson
2573 Wilmington	2908 Albemarle	3702 Roanoke Rapids
4066 Shelby	4203 Rockingham	5198 Canton
5206 Hendersonville	5305 Newton	6651 Wilson
6724 Paw Creek	7314 Hamlet	7339 Franklin
8866 Holden Beach	8986 Newport	9157 Black Mtn
9337 Gastonia	9899 Archadale	10225 Garner
10226 Oak Island	10607 Burlington	

6. Missing State Convention Delegate Fees: In accordance with Article VIII, Section 4, of the Department By-Laws, each post must pay a Convention registration fee of \$3.00 for each delegate and \$3.00 for the post commander. These fees must be paid whether the post attends the Convention or not. As of 18 October the following posts have not yet paid their 2011 convention fees, and therefore are in arrears to the Department. Failure to pay the 2011 State Convention Fee by 1 January 2012 will result in suspension of a post's charter. Quartermasters should pay these fees to the Department Headquarters as soon as possible.

1706 Lincolnton - \$21	4023 Plymouth - \$9	6369 New London- \$6
8969 Lumberton - \$6	8986 Newport - \$18	
9131 Salisbury - \$6	9136 Mt. Holly - \$6	9158 Maxton - \$6
9751 Marshville - \$6	10000 Hiddenite - \$9	

7. Change to Department By-Laws Concerning Canteens: The 81st Department Convention in June 2011 approved the following change to the Department By-Laws, Article XVI, Section 5: It now reads *"Hours during which the Canteen shall remain open must be prescribed in the Canteen By-Laws. All activities will cease at a time to be in accord with local and state laws. Every Post Canteen shall be closed to members of the Post during every Post meeting, and to members of the District during the Joint and Comrades' portions of the District meeting hosted by that Post. Similarly, every Post Canteen shall be closed to members of the Auxiliary during every Auxiliary meeting, and to Auxiliary members of the District during the Joint and Auxiliary portions of the District meeting hosted by that Post."*

8. Trustee's Audit: Attention of Post Commanders is directed to Section 218, Manual of Procedure, Duty of Trustees, which states that Post Trustees shall prepare and submit, through the Post Commander, a Trustees Report of Audit (Form P-113) at the close of each quarter. Such report is due to Department HQS by the end of October for the period July-August-September. In order to take advantage of electronic media, completed Trustee Reports of Audit may be faxed to Department Headquarters to 919-261-6771 or emailed as an attachment to qm@nc.vfwwebmail.com.

9. Note on Annual (Continuous) Dues: If a comrade pays his dues through the Post Quartermaster, the Quartermaster should send \$21.25 to VFW National Headquarters and keep the difference between the \$21.25 and whatever the post dues are. If a comrade pays his dues using his direct dues deposit form that he gets in the mail from National, he will pay the entire post dues amount to National. National will then deduct \$21.25 from that amount, and remit the remainder back to the Post Quartermaster.

10. New State By-Laws: 2011-2012 Department (State) By-Laws (paper version) are available for purchase from the department headquarters for the sum of \$2.00 per booklet, which includes postage. The State By-Laws are also available on a disk, which includes the by-laws, all department forms, the complete state directory, and all other department pamphlets. It is available from department headquarters for the sum of \$5.00, which includes postage.

11. New National By-Laws: 2011-2012 National By-Laws and Manual of Procedure (Podium Edition) will soon be available for sale at Department Headquarters. They have a black cover. The cost is \$10 per book, which includes postage.

12. Post Service Officer Guides: The most recent National Post Service Officer Guide (2011 edition) is available for purchase from the department headquarters for the sum of \$10 per guide, which includes postage.

13. Report Female Comrades: She Serves Committee Chairman Frances Crawford requests that all posts and districts report the names of all their female comrades to her at 910-860-2726 or sheserves@nc.vfwwebmail.com. This is in order for her to correct National's database.

BY ORDER OF:

**JASON SCHOOLCRAFT
STATE COMMANDER**

OFFICIAL:

M. Bruce Edwards

**M. BRUCE EDWARDS
STATE ADJUTANT/QUARTERMASTER**

**NOTE: THIS GENERAL ORDER CAN BE VIEWED AT THE
DEPARTMENT OF NORTH CAROLINA'S WEBSITE AT
WWW.VFWNC.ORG.**