

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

GENERAL ORDER NO. 4

NOVEMBER 2013

1. Winter Council of Administration meeting: The Winter Council of Administration Meeting will be held at the Embassy Suites hotel at 204-201 Centreport Drive in Greensboro, February 7-9, 2014. There will be two business sessions, one on Friday, February 7, beginning at 3:00 p.m. and the second on Sunday, February 9, beginning at 10:00 a.m. The Joint Session, various committee meetings and training will be held Saturday morning with conference meetings set for Saturday afternoon. Make reservations by contacting the **Embassy Suites at 336-668-4535**. Room rates are \$115 plus tax. There are also 2-bedroom suites available at the co-owned **Homewood Suites** for \$182. 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. Social Fee at Council Meeting: There will not be a combined social fee at the February Council meeting. Separate tickets for the hospitality room on Friday and Saturday nights and the Voice of Democracy/Patriot Pen Banquet on Saturday night will be sold. If an individual does not desire to visit the hospitality room at all but wishes to go to the Banquet, the cost is \$25 per person. If an individual desires to visit the hospitality room but not the Banquet, the cost is \$10 per person. So, the most that any individual would pay would be \$35. All hospitality rooms will be closed from 7:00 pm to 9:00 pm Saturday night for the Banquet. If an individual does not desire any social events, there is no fee. Attendees may purchase one or both tickets in advance from the State Headquarters, or may purchase them at the hotel (if any remain). District Commanders and District Presidents are expected to attend the Banquet, and march in with their District VOD winner. Dress for the Banquet is formal (tuxedo/coat & tie for males, gown/cocktail dress/pantsuit for Ladies).

3. National Dues Increase: The VFW National Convention floor passed a \$10 dues increase for all continuous, reinstated, and new members at the convention in Louisville in July 2013. The increase will take effect on 1 January 2014, the same date that the Subscription Dues system will take effect. Posts do not need to take any action to increase their dues. This will be accomplished automatically by National. (For example, if post dues are now \$30 per year, they will automatically become \$40 per year on 1 January.). So, also beginning on 1 January, post quartermasters will submit \$31.25 to National as National and Department's share, as opposed to \$21.25.

4. Quartermaster Bonds Due: The attention of all Post Officers is directed to Section 709 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. Bond

forms are online at www.vfwnc.org, “Tools,” “Downloadable Forms.”. **All quartermasters must be bonded immediately. There are no exceptions.** 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. 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 surety bonds. Posts not bonded by 1 November will be suspended until the bond is paid. Posts currently unbonded are:

2019 Mt. Airy	3702 Roanoke Rapids	4203 Rockingham
4309 Brevard	4312 Seaboard	5464 Monroe
6088 Washington	7314 Hamlet	7620 Andrews
8013 Whittier	8635 Robbinsville	9493 Tuckasegee
9514 Pink Hill	9983 Holly Ridge	10485 Arcadia
10659 Columbia	10940 Mt. Gilead	12107 High Point
12132 Maggie Valley		

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 2013-14 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 November 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 16 October, the following posts had not paid their Canteen Fee:

1134 Winston-Salem	3702 Roanoke Rapids	4203 Rockingham
5362 Morganton	7314 Hamlet	9983 Holly Ridge

6. State Convention 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. The following posts have not yet paid their 2013 state convention fees as of 16 October, and therefore are in arrears to the Department. Quartermasters should pay these fees to the Department Headquarters as soon as possible. Continued failure to pay these fees by 1 November will result in post charter suspension until they are paid.

2031 Statesville-- \$39	2615 Goldsboro - \$24	3702 Roanoke Rapids - \$9
4312 Seaboard - \$9	5198 Canton - \$12	5204 Forest City - \$15
6983 Angier - \$6	7314 Hamlet - \$9	7620 Andrews - \$12

8635 Robbinsville -\$9
11222 State Road - \$9

9493 Tuckasegee - \$6

9811 Kings Mtn - \$15

7. Closing of Canteens During Meetings: 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 Audit Form Colors: Posts and Districts are informed that there are no more blue and yellow colored Trustee Report of Audit forms. Any color, including white, can be used. The downloadable form is found at the Department website at www.vfwnc.org, then click on Tools, then click on Downloadable Forms. Trustee audits may be sent to the Department Headquarters by mail, or faxed to 919-261-6771, or emailed as an attachment to qm@nc.vfwwebmail.com.

9. Trustee Reports of Audit Errors: Post Commanders and Quartermasters are cautioned that incorrect audits are still being received at Department Headquarters. The most common error is that quartermasters are not insuring that the dollar figure in Block 15 of the Trustee’s Report of Audit matches exactly the total dollar figure in Block 17. Usually, this is occurring because funds such as savings accounts, bonds, or CD’s are not being listed on Line 8, but are listed in Block 17. All funds of any kind, to include cash, checking accounts, savings accounts, bonds, stocks, and CD’s must be listed in both the Funds block (items 1-9) and in the Reconciliation of Fund Balances (Block 17). This is the only way that trustees can accurately view the disposition of all funds entrusted to the quartermaster. Another common error is not to divide the post’s portion of the annual dues in half, placing 1/2 in the general fund and 1/2 in the post dues reserve. A third common error is not showing any funds in the relief fund line even though the post has bought and/or sold Buddy Poppies.

10. 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 using ACH electronic money transfer only. Paper checks will no longer be issued to the post by National. Remember: As of 1 January, the Quartermaster will send \$31.25 to National Headquarters. The comrade, if paying on the direct dues form he gets in the mail from National, will pay the entire post dues amount, and National will deduct \$31.25 and remit the remainder to the post.

11. VOD and Patriot Pen program: State Commander Allis has determined that the following Voice of Democracy and Patriot Pen program policies will apply: the 17 District VOD winners and their parents, and the top three Patriot Pen winners and their parents will be invited to the Winter Conference/Council of Administration meeting in February at the Embassy Suites in Greensboro. Winners will receive recognition at the meeting, but their awards at their schools, where the VFW will receive better and more widespread community publicity. District or Department awards will not be awarded at a post, district, or department meetings. The top three VOD and Patriot Pen winners will be awarded by Department line officers, while the 14 other VOD and Patriot Pen District winners will be awarded by their District Commander at the school.

12. Men's Auxiliary Members at Meetings: Post and District Commanders are cautioned that Men's Auxiliary members may attend the Joint Sessions of meetings along with the Ladies and the Comrades, but may not attend the Comrades' business sessions, unless permitted by the Post or District Commander at that time. The meeting arrangements for the State Men's Auxiliary Council will be transitioned, so that they will have a schedule of their own at the Council meetings and the State Convention.

13. New State By-Laws: 2013-2014 Department (State) By-Laws (paper version) are available for purchase from the department headquarters for the sum of \$2.50 per booklet, which includes postage. The State By-Laws are also available for FREE online at www.vfwnc.org, then Tools.

14. New National By-Laws: 2013-2014 National By-Laws and Manual of Procedure (Podium Edition) is available for sale at Department Headquarters. They have a black cover. The cost is \$11 per book, which includes postage.

15. Post Service Officer Guides: The most recent National Post Service Officer Guide (2013 edition) is available for purchase from the department headquarters for the sum of \$11 per guide, which includes postage.

16. Roster Changes:

*Page 2: The new District 17 Commander is Larry Reid at 45 Hickory Hill Lane, Murphy, NC 28906. Phone 828-835-7405.

*Pages 30 and 31: Posts 9899 and 12120 have consolidated. The information on 9899 remains the same. Post 12120 information is eliminated.

*Page 35: Post 10485 is defunct.

*Pages 49 and 51: Posts 891 and 9939 have consolidated. The information on 891 remains the same. Post 9939 information is eliminated.

*Page 52: The new District 17 Commander is as shown on page 2. The new

District 17 Quartermaster is John Heber, 1007 Ed Graves Rd, Murphy, NC 28906. Phone 828-644-8102.

BY ORDER OF:

**ERNEST ALLIS
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.**