



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

Series 17 – 18
SERVICE NOT SELF

September 2017

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

1. The next meeting of the Council of Administration will be held on October 7, 2017 at Camden on the Lake at the Lake of the Ozarks, beginning at 8:00 a.m. All members of the Council, as well as Committees and Chairpersons, should make every effort to attend and be prepared to report in accordance with the agenda, which will be provided prior to the meeting. Room reservations must be made through the hotel by calling 573-365-5620. A room rate of \$95.00 (plus tax) has been given to the VFW. Please be sure to tell the reservationist that you are with the *VFW group* to receive this rate. A testimonial banquet will be held Saturday evening in honor of the State Commander and State President. Cost of a ticket is \$27 dollars. To reserve your ticket, please submit the Attached form to Department Headquarters no later than September 19.
2. The annual trip to the National Home for Children will be 29 - 31 October. **We are asking every post to provide a tentative headcount to the National Home Chairman so she can reserve a block of hotel rooms.** The cost to participate is \$195 per person. Typically, posts have paid for the cost of their commander and guest to go on the trip. We're asking that you would continue this tradition. This is an important and enduring program supported by the VFW. Deadline to sign-up is 1 October. For further information, contact Marilyn Archuleta at 660-473-3223 or e-mail: natlhomechrm@mo.vfwwebmail.com.
3. The 2017 Big 10 Conference will be hosted by the Department of Minnesota on October 13-15, at the Marriot Airport, 2020 American Blvd, Bloomington, MN 55425I. Room rates are \$109.00 per night, plus tax. Group rate will be available until September 15, 2017. Advance registration is \$115.00 per person and is good through October 1, 2017. The late registration fee is \$125.00. Those wishing to attend should contact Department Headquarters for information on registration and events. Big 10 registration and hotel registration forms are attachments to this General Order.
4. Several Posts have Officer Vacancies. Post needs to correct this deficiency immediately and submit a revised election report to National. Be sure your officers maintain their dues and remain a member in good standing through-out their term. Officers removed for failure to pay dues may not serve in any office for the remainder of the Administrative year. Headquarters and we will enter it for you. Also, if you have changed officers since June 2017, please notify Department Headquarters and National HQ. You can submit another Post Election Report.
5. 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 2016. If your gross income (from all sources) is less than \$50,000.00 per year, you will file the form 990N online from now on. Go online to the IRS site, <http://www.ephcard.form99.org/> and follow the three (3) steps to sign up and file.

6. **Post Commanders:** Every Post chartered by the Veterans of Foreign Wars of the United States will be expected to participate in the following programs during the 2017-2018 year: Voice of Democracy, Patriots Pen, Smart/Maher VFW National Citizenship Education Teachers' Awards, "Buddy"® Poppy and National Military Services. Additionally, it is necessary that all Post and Department Commanders comply with all provisions of the National By-Laws and the Manual of Procedure and Ritual.

PROGRAMS ARE IN DESPERATE NEED OF FUNDS - Reminder to Posts and Districts: The Voice of Democracy and Patriots Pen Scholarship as well as the Teacher of the Year programs need your support. Your District, Post or Auxiliary should (co)sponsor a scholarship. Please forward \$500.00 to Department Headquarters.. Payments will be accepted in full amount or monthly installments. Scholarships will be paid out over a five year period to district winners. Scholarship sponsor's name(s) will be listed in the banquet program each year.

7. The 2018 Membership Campaign is now underway. All 2017 members are urged to renew as soon as possible.

8. **Post Commanders – Post Reserve:** Due to the passage of By-Law Amendment B-13 at the 118th National Convention, it is no longer necessary for Posts to maintain a dues reserve fund effective August 25, 2017.

9. **Post Commanders:** Posts are urged to start planning suitable programs now for the observance of Veterans Day (see section 223 of the Manual of Procedure).

10. **Attention of Post Commanders:** Is directed to Section 1001(25) of the Manual of Procedure concerning alcoholic beverages in the Post meeting room during the Post meeting: "The presence, dispensation, and/or consumption of alcoholic beverages in VFW meeting rooms during VFW meetings is unacceptable and is prohibited."

11. **District Commanders:** A thorough program of Post inspection is necessary to ensure compliance with National and Department By-Laws and directives. Department and District Inspectors shall make every effort to inspect every Post under their cognizance on an annual basis and correct such discrepancies as may be disclosed.

12. **Post Commanders:** U.S. Army ARDEC has issued new guidance on the operation and maintenance of the M1 Garand. The new manual can be found in the VFW Training & Support section at www.vfw.org or you can visit the M1 Garand Associated Website: www.m1garandtraining.com.

13. The distribution of VFW "Buddy"® Poppies will be conducted according to the provisions set forth in sections 711 of the National By-Laws and the Manual of Procedure. Department, District, County Council and Post Commanders should arrange now for the distribution of "Buddy"® Poppies in their respective areas. All profits accruing from the distribution of "Buddy"® Poppies shall be used in accordance with section 704 of the National By-Laws and the Manual of Procedure. 4

14. **CoA and Committee Members:** District Commanders are reminded that in case you are unable to attend the CoA meeting that a representative be present in your place. All CoA and Committee members are advised that you should notify both the State Commander and the State Adjutant if you are unable to attend a Council of Administration (CoA) meeting for the year 2017-18. Also, a copy of your report **MUST** be forwarded to the State Adjutant office prior to the CoA meeting for presentation at the meeting and inclusion in the minutes.

15. **2018 VFW National By-Laws and Manual of Procedures:** Each and every Post in the Department should order the 2018 edition once published by National Headquarters. Information, as revised, will be published. Contact the VFW Supply Store for your book.

16. **Patriot Day, September 11:** Per Presidential Proclamation, September 11 is designated as "**Patriot Day.**" The President requests the flag of the United States be flown at half-staff (sunrise to sunset) and a moment of silence observed in honor of the individuals who lost their lives on that day due to the terrorist attacks on the United States.

17. **Dates to Remember:**

- 2 Sep V-J Day
- 4 Sep Labor Day
- 11 Sep Patriots Day and National Day of Service and Remembrance
- 12 Sep Commander Armenta Visits Post 4101 Marshfield for their Anniversary 6pm
- 15 Sep POW/MIA Remembrance
- 16 Sep Commander Armenta at Cape Girardeau for their Anniversary
- 19 Sep Missouri Association of Veterans Organizations Meeting, Jefferson City
- 24 Sep Gold Star Mother's Day
- 29 Sep VFW Day
- 01 Oct Commander Armenta Visits Warrensburg for Memorial Service
- 6-8 Oct Department Council of Administration Meeting/ Homecoming Dinner, Camden on the Lake
- 14-15 Oct Big 10 Conference Meeting, Bloomington, MN

18. Anyone requesting a Department Officer to attend a function must submit an electronic or **written request** to Department Headquarters at least 30 days prior to the date of the function.

19. The only District meeting announced for the month of September is District 2, 9/23/17 in Moberly, MO at Post 2654. Lunch starts at 1130 and the meeting begins at 1300 and will be attended by the State Commander.

20. **ALL MEMBERS:** The VFW National Convention will be in Kansas July 21-25, 2018. The Big 10 Conference meeting will be in St Louis, October 2018. Many volunteers and lots of donations will be needed to make these successful. Please get every Post and District involved to make these memorable to all who visit our beautiful State.

21. **Membership:** We all need to stop the loss of membership in our Posts, Departments and the VFW. Let's contact all our members and get them on board for 100% membership. Posts should have a representative at all local functions. Every Reserve and National Guard unit in this state should have a VFW point of contact at every meeting. We must be ready and willing to bring new members on board and to welcome them into our organization. Personal contact cannot be stressed enough.

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Official:
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By Order of
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Commander