



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

Series 18 – 19

SEPTEMBER 2018

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

1. The next meeting of the Council of Administration will be held at Chateau on the Lake, Branson, beginning at 9 am on September 29, 2018. All members of the Council, as well as Committees and Chairpersons, should attend and be prepared to report in accordance with the agenda, which is provided with these General Orders. Room reservations must be made through the hotel by calling 1-888-333-5253. A flat rate of \$98.00 (plus tax) has been given to the VFW. **Please be sure to tell the reservationist that you are with the *Missouri VFW State Homecoming group* to receive this rate.** A testimonial banquet will be held Saturday evening in honor of the State Commander and State President. Reservation form is attached. **A SPECIAL INFORMATION BRIEFING ON SUICIDE EDUCATION WILL BE CONDUCTED ON FRIDAY AFTERNOON FROM 2-3 PM.**
2. The National Commander-In-Chief's Homecoming is scheduled for September 20-23, 2018, in Albuquerque, NM. Those wishing to attend should contact Dept Hqtrs for information.
3. The 2018 Big 10 Conference will be hosted by the Department of Missouri, October 19-21, 2018, in St Louis, MO. Those wishing to attend should contact Dept Hqtrs for information. Room rate is \$89.00 per night plus tax. Reservations must be made by September 18, 2018.
4. The annual trip to the National Home for Children will be 26-27 October. The Department of Missouri will be hosting the Halloween Party for the children. **Tentative headcount must be given to the National Home Chairman by the 1 October 2018 so that rooms can be reserved.** The cost of the trip \$195 per person. Typically, posts have paid for the cost of their commander and guest to go on the trip. This is one of the most important and enduring programs supported by the VFW. For further information, contact Marilyn Archuletta at 660-473-3223, or e-mail: natlhomechrm@mo.vfwwebmail.com
5. Posts are reminded that ALL officer changes must be reported to National and Department. Fax a copy of your election report to 1-573-636-2664 or mail a copy to: P.O. Box 26, Jefferson City, MO 65102. The original should be submitted on-line via the National Website at www.vfw.org. **If you have submitted an incomplete form, you will need to contact National to make the additions or submit a new report on-line.**
6. 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 2018. 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.egovernment.gov> and follow the three (3) steps to sign up and file.

7. 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 section 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 Hqtrs 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.

8. All inspection reports should be mailed directly to the Department Inspector, Paul Frampton. His address is: 198 Stoney Pointe Dr, Hollister, MO 63672. If a Deputy Inspector wishes to claim mileage for travel in connection with the inspections, a voucher should be sent to the Department Inspector for approval.

9. The National By-Laws and the Missouri All-State Program require the Post Commander or a Post Representative attend all meetings **(including School of Instruction)** called by the District Commander. Post Commanders should familiarize themselves with Article II sec. 218 – Officers: Duties and Obligations and ensure they are meeting their obligations. **Missed meetings are carried forward from one year to the next for the purposes of disciplinary action recommendations. A copy of the Guide for Disciplinary Action is attached.**

10. The Voice of Democracy and Patriots Pen Scholarship program needs your continued support. If your Post or Auxiliary would be interested in (co)sponsoring a scholarship, please forward \$500.00 to Dept Hqtrs prior to September 10, 2018. 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.

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. **All representatives will be assigned by the State Commander.**

12.. Attached is a list of those posts and districts receiving ALL-STATE status and presented their awards during the State Convention. Congratulations to those listed!! Those who obtained All-State status after the convention but before the close of the membership year will receive their awards at the Council of Administration Meeting this month.

13. **Posts who have Ceremonial Rifles are reminded that these are ACCOUNTABLE weapons and must be SECURED! Leaving them in an unsecured locker or room is not proper security. Commanders' and Quartermasters' WILL BE HELD LIABLE if weapons and ammunition are not properly secured and are lost, stolen or misplaced. Posts are NOT AUTHORIZED to sell these weapons. If a post is dissolved, the rifles must be returned to TACOM.**

14. The following District meeting is announced for the month of September.

DIST	POST	LOCATION	DATE	TIME	REPRESENTATIVE
15	3838	Cape Girardeau	9/23/18	12 noon	Surgeon

Official:
Nancy L. Cowan
Department Adjutant

By Order Of:
James Thorpe
Commander