

**DEPARTMENT OF COLORADO, VETERANS OF FOREIGN WARS OF THE U.S.**  
**GENERAL ORDERS NO. 4**  
**January 1, 2012      Series 2011-2012**

**1. All Post Quartermasters must be bonded and in the proper amount. Bonds can be purchased through Department Headquarters at \$4.00 per thousand. If your Bond is not in the proper amount on the Quarterly Audit report or Inspection Form you will be contacted to increase your Bond.**

**2. ALL Posts must have a Dues Reserve Fund and must show them on the Quarterly Audit report.**

**3. POST VOICE OF DEMOCRACY CHAIRMAN** should report the number of schools participating; number of students participating; total student monetary awards; and additional Voice of Democracy program expenses. This is the way the Department Voice of Democracy Chairman records our state\*s information with National.

**Department of Colorado Voice of Democracy Awards Banquet** will take place Jan. 28, 2012, 7:00 pm at Golden VFW Post 4171, 15625 W 10<sup>th</sup> Ave., Golden CO. Tickets will be available at the door for \$9.00 per person. Call 303-421-1630 for reservations.

**4. 2011 MEMBERS** who fail to pay their 2010 membership dues prior to or by December 31, 2011 will be considered delinquent. Delinquent members are not legally permitted to attend regular meetings of their Posts or any other unit of this organization until said delinquent member returns to good standing by payment of the 2012 membership dues.

**5. Attention of Post Commanders** is directed to Section 218 of the Manual of Procedure, "Duty of Trustees". Trustees Report of Audit must be completed in detail at the close of each quarter, one of which ended December 31, 2011. Commanders are reminded that accurate and complete records shall be kept by all persons handling Post funds, including the Club Manager and Bingo Chairman. These records shall be audited by Post Trustees in the same manner as the Post Quartermaster.

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

**7. The distribution of VFW Buddy Poppies** will be conducted according to the provisions set forth in sections 711 of the National By-Laws and Manual of Procedure. Department, District, Post Commanders, and Men's Auxiliary should arrange now for the distribution of Buddy Poppies for Memorial Day campaign in their respective areas. All profits from the distribution of Buddy Poppies shall be used in accordance with Section 704 of the Manual of Procedure.

**8. PLEASE BE ADVISED** that everyone who recruits a new member, or reinstates a former member, should sign and date the membership application on the front (lower left corner) so they may receive the awards they earn. Record your Membership Number, print and sign your name that you are the Recruiter. There are many awards from State and National that can be earned by recruiting. Everyone is eligible to earn the awards but we must have the name at Department. Anyone who has earned a recruiting award but has not received it should contact their Post Quartermaster for follow-up. The definition of a new life member is one who has never belonged to the VFW before. All **NEW** members must pay, to the Department, a \$1.00 admission fee and the name of the recruiter must be noted by the Post Quartermaster on the Recruiter form in order for Department to give proper recognition to the recruiter.

**9. OFFICERS PROOF OF ELIGIBILITY REQUIREMENTS:** All Posts and Districts are reminded of the Provisions of Section 216 (c), 414 (c) and 515(d) of the National By-Laws and Manual of Procedure that officers, elected and appointed, shall submit proof of eligibility to their respective Adjutant and that officers not be installed or assume the duties of their office until proof of eligibility has been submitted and received.

**10. LIFE MEMBERSHIP FEE:** Any applicant whose 31st, 41st, 51st, 61st, 71st or 81st birthday will occur after the date of application and on/or before December 31st of the current year shall pay only the fee that would be required on his next birthday.

**11. NATIONAL APPOINTMENTS:** The Department of Colorado VFW has been granted National appointments by Commander-in-Chief Richard DeNoyer. A Post requesting assistance from one of the National Appointees is directed to make such request in writing through their Post Commander to State Commander Ron Davies. All requests will be considered and acknowledged.

**12. ATTENTION OF POST COMMANDERS** is directed to the Commander-in-Chief's decision in response to questions raised concerning alcoholic beverages in the Post meeting room during the Post meeting as set forth below:

It is held to be objectionable and contrary to accepted rules of order and proper decorum implicit in the ritual of the Veterans of Foreign Wars to permit alcoholic beverages in the Post meeting room during the Post meeting. Accordingly, the presence, dispensation and/or consumption of alcoholic beverages in the Post meeting room during the Post meeting is completely unacceptable and any such practice known to exist shall be terminated.

**13. NATIONAL BY-LAWS PROVIDES FOR ONLY ONE TYPE OF MEMBERSHIP;** that is active membership. There are no provisions in the National By-Laws, nor is there any authority or justification for issuance of Club Membership cards, Associate Member cards, Honorary Membership cards, Courtesy Membership cards or any other special type of cards. Any Post issuing such unauthorized cards, or conducting club operations open to the general public, endangers its standing with the Internal

Revenue Service as a nonprofit organization. Officers signing outlaw cards admitting non-members to VFW premises are subject to disciplinary action. National and Department officers cannot defend practices that conflict with VFW By-Laws or procedure.

**14. PROGRAM CREDIT FOR COMMUNITY SERVICE** will be given to both Post and Auxiliary **regardless of which entity submits the report.** All Community Service reports will be submitted to Department Headquarters, 1400 Carr St., Lakewood, CO 80214.

BY COMMAND OF:

Ronald W. Davies  
State Commander

ATTESTED BY:

Richard L. Wellensiek  
State Adjutant