

# School of Instruction 2023-2024

Welcome aboard the 102  
to Louisville



# Bad TeamWork

↓ [https://youtu.be/fUXdrl9ch\\_Q](https://youtu.be/fUXdrl9ch_Q)

# Agenda

Vision and  
Core Values

Membership  
Mission

All State  
Criteria

National  
Membership  
Program

Quartermaster  
Training

Judge  
Advocate:  
Bylaws

Question and  
Answers

AAR



## Department of North Carolina Veterans of Foreign Wars Membership Program 2023-2024

Department Commander Helen Nelson



# VFW's Vision and Core Values

■ VFW's vision statement is **“Ensure that veterans are respected for their service, always receive their earned entitlements, and are recognized for the sacrifices they and their loved ones have made on behalf of this great country.”**

■ VFW's core values are to **“Always put the interests of our members first: Treat donors as partners in our cause, promote patriotism, honor military service, ensure the care of veterans and their families, serve our communities, promote a positive image of the VFW, respect the diversity of veteran opinions.”** It is a reflection of the work and principles of the association that makes it a success in its advocacy. It has the following main components:

- Donor partnership
- Patriotism support
- Military honor
- Veteran care
- Community service
- Positive self-image
- Respect for diversity



## ■ **Membership Mission**

■ To Retain, Mentor, and Recruit a stable membership base including all generations of Veterans. To cultivate a membership that is well versed in institutional knowledge at all levels of the organization. To establish and grow Posts with a strong tradition of service, leadership, and community outreach.

## ■ **Membership Objectives**

■ Retain and mentor; recruit new members; recover unpaid members; develop new posts; revitalize Posts; increase Life Membership; Increase Legacy Members

## ■ **Recruiting Awards**

- 10 to 15 Members-Commander's pin
- 25 Members -Commander's Coin
- 50 Members -VFW Pad-folio
- 100 Members -\$100 VFW Store gift card
- 150 Members-Custom K-Bar

### **Post increasing life membership by 30**

- Division A = posts with 665 to 1000 plus members
- Division B = posts with 332 to 664 members
- Division C = posts with 10 to 321 members

### **Post increasing new membership by 30**

- Division A = posts with 665 to 1000 plus members
- Division B = posts with 332 to 664 members
- Division C = posts with 10 to 321 members

### **Membership Award**

Top Commander in each division will receive 2 nights stay at the Hotel for the Department Convention.

### **District “First to Finish” incentive to attain 102% by February 1, 2024**

A \$500 check will be issued to the District quartermaster for the Districts General Fund.

## **Honor Post 102%**

- Divisions 8, 9, 10, and 11 must be 102% plus one and over 50 members by 12/31/2023.
- Divisions 4, 5, 6, and 7 must be 102% plus one by 1/31/2024.
- Divisions 1, 2, and 3 must be 102% plus one by 2/29/2024.

## **Honor Post Award**

- All Honor Posts will receive a pennant/plaque designating it as such.
- Honor Posts will be entered into a drawing by Divisions 8, 9, 10, and 11 for a \$100 VFW Store Gift Card after 12/31/23
- Honor Posts will be entered into a drawing by Divisions 4, 5, 6, and 7 for a \$100 VFW Store Gift Card after 01/31/24
- Honor Posts will be entered into a drawing by Divisions 1, 2, and 3 for a \$100 VFW Store Gift Card after 02/29/24



## ALL STATE CRITERIA

The all state program exists to recognize exceptional leadership and teamwork, authentic accomplishments in membership growth and VFW core programs.

### All State Post Criteria

- Membership greater than 102%
- Voice of Democracy- minimum of one entry advanced to district.
- Patriots Pen- minimum of one entry advanced to district
- Teacher of the Year- minimum of one entry in any category (k-5, 6-8, 9-12) advanced to district.
- JROTC of the year- minimum of one entry advanced to district.
- Police, Fire, Dispatcher, or EMS of the year- minimum of one entry advance to district.
- Business of the Year- one entry advance to District
- Comrade of the Year- minimum of one entry sent to department.
- **Commander, adjutant, quartermaster, and minimum of one trustee must attend Department School of Instruction (the Senior Vice may attend in place of the Commander and the Junior Vice may attend in place of the Senior Vice).**

## All State Post Criteria Cont.

- Commander and Quartermaster must attend all district meetings and conventions (the Senior Vice may attend in place of the Commander and the Junior Vice may attend in place of the Senior Vice).
- All canteen fees must be paid by August 31 (Waived for this year)
- All bond applications (Aug 31), trustee audits and 990 IRS filings must be submitted prior to established deadlines.
- Must complete Post inspections, Bingo inspections (if applicable) and 1<sup>st</sup> canteen inspections (if applicable) prior to the Fall Council of Administration (C of A); Must complete 2<sup>nd</sup> canteen inspection prior to the Mid-Winter C of A.
- Must submit Post Election reports within 30 days of election (May). Reports must be complete to include a Post Service Officer.
- Must conduct at least (1) membership drive between July 1 and December 31, 2023. Written report must be submitted to Department Dashboard.
- Must conduct at least (1) membership drive between January 1 and June 1, 2024. Written report must be submitted to Department Dashboard.

## All State Post Criteria Cont.

- Must purchase allotment Buddy Poppies (3 per member) as of June 30<sup>th</sup> membership totals.
- Post Commander must submit monthly reports to District Commander.
- Post must sell allotment of Department Raffle tickets (1 tickets per members on roll as of June 30<sup>th</sup> 2023). As an incentive, If Post sells 1-500 Tickets ***over allotted amount*** post will get \$2/ticket anything over 501 Tickets will receive \$3/tickets.
- Post to donate \$25 to the Billy Ray Cameron Open (Option –host an event that raises \$25 for the scholarship or provide a donation of \$25 to the Billy Ray/Otis Brown Scholarship).
- Buddy Poppy King, Queen, Prince and or Princess Entry-minimum of one entry in any category to District. *(Post can donate \$300 in lieu of entry).*



## **ALL-STATE POST AWARDS**

All post that meets the 102% qualifying requirement and meet the program participation criteria by June 30, 2024 will receive:

- An All-State Post citation
- All State Cap (Commander and QM only)
- Acknowledgement in the VFW Leader Magazine



## ALL STATE DISTRICT CRITERIA

- Membership greater than 102%
- Voice of Democracy- minimum of one entry advanced to Department.
- Patriots Pen- minimum of one entry advanced to Department.
- Teacher of the Year- minimum of one entry in either category (k-5, 6-8, 9-12) advanced to Department.
- JROTC of the year- minimum of one entry advanced to Department.
- Police, Fire, Dispatcher, or EMS of the year- minimum of one entry advance to Department.
- Business of the Year- one entry advance to Department
- Commander, Adjutant, Quartermaster, and minimum of one Trustee must attend Department School of Instruction (the Senior Vice may attend in place of the Commander and the Junior Vice may attend in place of the Senior Vice).
- Commander and Quartermaster must attend all district meetings and conventions (the Senior Vice may attend in place of the Commander and the Junior Vice may attend in place of the Senior Vice).

## ALL STATE DISTRICT CRITERIA CONT.

- All bond applications, trustee audits and 990 IRS filings must be submitted prior to established deadlines.
- Must submit District Election reports within 30 days of election. Reports must be complete to include a District Service Officer.
- Must conduct at least (1) membership/buddy poppy drive between July 1 and December 31, 2023. Written report must be submitted to Department Dashboard.
- Must conduct at least (1) membership/buddy poppy drive between January 1 and June 1, 2024. Written report must be submitted to Department Dashboard.
- Each District must sell allotment of 250 Department Raffle Tickets.
- District Commander must submit quarterly reports to Department Adjutant. (10 days prior to the C of A and Department convention).
- Post to donate \$25 to the Billy Ray Cameron Open (Option –host an event that raises \$25 for the scholarship or provide a donation of \$25 to the Billy Ray/Otis Brown Scholarship).
- Buddy Poppy King, Queen, Prince, Princess Entry-minimum of one entry in any category to Department chairperson.

## ALL STATE DISTRICT CRITERIA CONT.

- Must conduct all required Post inspections prior to Fall C of A, a second canteen inspection prior to Mid-Winter C of A.
- District Commander, QM, and (1) trustee must attend one of the four school of instructions (Senior Vice may attend in place of commander and Junior vice in place of the Senior Vice).

### **All- State District Awards**

All Districts that meets the 102% qualifying requirement and meet the program participation criteria by June 30, 2024 will receive:

- An All-State District citation
- All State Cap (Commander and QM only)
- Acknowledgement in the VFW Leader Magazine
- Acknowledgement during the All-State Awards Ceremony at the Fall Council of Administration meeting.





# Commander's Challenge

- IF EVERY POST AND EVERY DISTRICT IN THE DEPARTMENT MAKES 102% BY May 31, 2024 THE DEPARTMENT HOSPITALITY WILL BE FREE OF CHARGE FOR THE JUNE CONVENTION FOR COMRADES MEMBERS ONLY



# Good TeamWork

↓ <https://youtu.be/9MO1aY1xC80>

↓ One Team One Goal

Questions



# VFW National Membership Program

MEET THE CHALLENGE



2023-2024

Commander in Chief Duane T. Sarmiento



## **Membership Mission**

To recruit, retain and mentor a stable membership base including all generations of veterans. To cultivate a membership that is well versed in institutional knowledge and actively involved at all levels of the organization and in the local community. To establish Posts with an established vision of service, leadership, and community outreach.

## **Membership Goals**

1. Build a strong organization through recruiting new members while retaining our current membership, creating a solid baseline for the future.
2. Work together to achieve VFW's goals. The VFW National Headquarters staff is available to assist in coordinating programs, developing membership initiatives, and building awareness among our membership and the entire veteran community.



## Membership Objectives

- Achieve 102% in Membership
- For everyone to recruit at least one new member and then mentor that member.
- Increase membership drives and/or events.
- Develop new Posts and/or revitalize existing Posts.
- Increase Life Membership and Legacy Life Membership



## Membership Resources

In order to assist our Posts, Districts, and Departments in meeting the goals set out by the Commander-in-Chief in this membership program, the National Headquarters has a wealth of resources at your disposal. Many of those are available free of charge to our members.

- Membership materials ranging from applications, recruiting brochures, posters, and benefits brochures can be ordered directly from the Membership Department using the Membership Order Form (located under Membership Quick Links once you log into [vfw.org](http://vfw.org))
- Resources for Post Development, Membership Campaigns, and Mentorship such as training guides, videos, and webinars are available in the Training & Support section on [vfw.org](http://vfw.org)



## Membership Resources Cont.

- Promotional tools such as radio spots, sample advertisements, public service announcements, and media kits are all available through the Media Room on [vfw.org](http://vfw.org)  
See the trend? Just about anything you will need is at [vfw.org](http://vfw.org), check it out.

The VFW National Headquarters staff is ready and trained to answer any questions you may have concerning membership, VFW programs, or other issues. You can contact our **Member Service Center directly at 1.833.VFW.VETS**, or the **Membership Department at 1.888.JOIN.VFW**.



## Triple Crown Award

Any commander who achieves All-American at the Post, District and Department level will receive a Triple Crown pin and recognition at the National Convention.

## Recruiting Awards

- **1,5, 10, 15** Corresponding numbered member pin
- **25** CIC coin and Citation
- **50** National Aide-De-Camp cap and Citation
- **75** CIC Medallion Set
- **100** Century cap or \$50 VFW Store credit & Citation
- **150** CIC Custom Desk Name Plate





## **Department “102 Percent” Incentive**

Any Department that attains 102% in membership by close of business on June 30th, 2024, will be entered into a random drawing. The commander and quartermaster that is selected will each receive:

- \$2500 voucher through Veterans Travel Services (VTS) applied towards airfare, accommodations, and transportation for a trip of their choice.

## **Early Bird Award—VFW Legislative Conference**

The top three Post commanders and quartermasters in each division on Jan. 1, 2024, will receive:

- A \$1,000 stipend to be used toward attending the VFW Legislative Conference, Washington D.C.

## **Post Commander and Quartermaster – New & Reinstated Member Award**

The top 10 Post commanders and quartermasters in each division who report more than 50 new and/or reinstated members by Jan. 1, 2024, will each be awarded:

- A travel charger with the official VFW Commander-in-Chief logo.

## **Meeting the Challenge Award**

The top two Post commanders and the top two District commanders in each division who achieve 102% membership by April 1, 2024, will each be awarded:

- Five-night hotel accommodation at the National Convention.

## **102% Post, District & Department**

A distinctive streamer will be awarded to every Post, District and State/Department that achieves 102% or greater in membership before July 1, 2024.

## **102% Commander Drawing**

Each Post and District commander that exceeds 102% in membership by June 1, 2024, will receive an entry in this drawing. Twenty Post commanders and Twelve District commanders will receive:

- A \$1,000 stipend to be used toward attending the VFW National Convention.

## **Post Commander and Quartermaster Division Challenge**

For every 10 new/reinstated members recruited between July 1, 2023, and April 1, 2024, Posts will earn one entry for both Post commander and quartermaster entered into a drawing. One Post per division will receive:

- A \$1,000 stipend each for commander and quartermaster to be used toward attending the VFW National Convention.



## **Legacy Life Membership Acquisition**

Each Post that achieves the designated benchmarks of 25, 50 and 75 Legacy Life Members will be awarded:

- A Legacy Society Post Proclamation.

Each Post that achieves the distinctive benchmark of 100 Legacy Life members by July 1, 2024, commander or Post representative will receive:

- A \$1,000 stipend to be used toward attending the VFW National Convention.
- Reserved seating at the VFW National Convention joint opening session.
- Legacy Society Post Proclamation.

## **Top Department Recruiter**

The top Recruiter in every Department on July 1, 2024, will receive:


- Engraved Navy Cutlass

Note: Minimum of 25 new/reinstated members required to win this award.

## **Elite Recruiter**

Any VFW member who signs up 250 or more new and/or reinstated members by July 1, 2024, will receive:

- A \$1,000 stipend to be used toward attending the VFW National Convention.
- Distinctive cap, citation, and name badge.



## **Recruiter of the Year**

The VFW member who signs up the greatest number of new and/or reinstated members greater than 250 by July 1, 2024, will receive:

- A \$1,000 stipend to be used toward attending the VFW National Convention.
- Reserved seating at the VFW National Convention joint opening session.
- Distinctive cap, citation, and name badge.
- Commander-in-Chief's Crystal Eagle.

## **New Post Development and Post Revitalization Department Award**

For each new Post chartered, and/or revitalized, the Department Quartermaster will receive:

- A \$250 credit from the VFW Store to be used towards necessary materials for the new Post.



## **All-American Criteria**

***The All-American program exists to recognize exceptional leadership and teamwork, authentic accomplishment in membership growth and VFW core programs.***

### **All-American Post Criteria**

- Membership must be at least 102%
- Must conduct two Membership recruiting events, submit reports through All American Dashboard
- Post-Election Report must be submitted to National Headquarters
- Meet all the following Program Participation Criteria:

## All-American Criteria Cont.

- Voice of Democracy - minimum of one entry advanced to District judging (Overseas Post can donate \$100 to National in lieu of entry)
- Patriots Pen - minimum of one entry advanced to District judging (Overseas Post can donate \$100 to National in lieu of entry)
- Hold a fundraiser with the proceeds going to Veterans & Military
- Support Programs Services, minimum of \$100.
- National Citizenship Education Teachers Award – one entry advanced to Department judging (Overseas Post donate \$100 to National in lieu of entry)
- A Post must submit a community service report quarterly to their department for submission to the All-American Dashboard. The quarters are July-Sept, Oct-Dec, Jan-March, and April-June.
- Buddy Poppy- Purchase Three per member in the Post






## All-American Post Award

- All Posts that meet the Qualifying Percentage and the program participation criteria will receive an All-American Post Citation, Post Streamer and be recognized in the VFW magazine.

- The Top **25** Posts in each Division will receive:

- Acknowledgment in VFW Magazine
- Acknowledgement during the All-American Awards Ceremony at the National Convention
- All-American Post citation
- All-American Post streamer
- All-American citation - commander
- All-American name badge - commander

- 
- All-American cap (commander only, quartermaster and Post members may purchase “Post Member” cap)
  - All-American lapel pin (commander only, quartermaster may purchase pin) • All-American Team Post Member lapel pin (25 pack)
  - The top ***five*** commanders in each division will also receive:
    - A \$1,000 stipend to be used toward attending the VFW National Convention.
    - Reserved seating at the VFW National Convention joint opening session.

### **All-American District Criteria**

- Membership must be at least 102%
- Conduct two Membership recruiting events, submit report through the dashboard.
- District-Election Report must be submitted to National Headquarters.

Meet all the following Program Participation criteria:

- Voice of Democracy - minimum of one entry advanced to Department judging (Overseas District donate \$100 to National in lieu of entry)
- Patriots Pen - minimum of one entry advanced to Department judging (Overseas District donate \$100 to National in lieu of entry\*see last page)
- National Citizenship Education Teachers Award – one entry advanced to Department judging (Overseas District donate \$100 to National in lieu of entry)

### **All-American District Award**

- All Districts that meet the Qualifying Percentage and the program participation criteria will receive an All-American District Commander Citation, All-American Streamer and be recognized in the VFW magazine.



- The Top **15 All-American** Districts in each Division will receive:

- All-American District streamer
- All-American District citation - commander
- All-American name badge - commander
- All-American cap (commander only, quartermaster may purchase cap) • All-American lapel pin (commander only, quartermaster may purchase pin)

• The top **two** District commanders in each division will also receive:

- A \$1,000 stipend to be used toward attending the VFW National Convention.
- Reserved seating at the VFW National Convention joint opening session.



## **All-American Department Criteria**

- Membership must be at least 102%.
- Must conduct two Membership recruiting events, report of these events must be submitted through the All-American dashboard.
- Conduct a Department Commander's "Official Visit or Round Up" prior to Jan 1, 2024, with a report submitted through the All-American dashboard.

## **National Legislative Service**

- Monthly National Legislative Service committee member reports submitted to National Legislative Service in Washington, D.C.



## **All-American Department Criteria Cont.**

### **National Veterans Services**

- Must have a State/Department service officer and submit his or her name and contact information to National Veterans Services in Washington, D.C. by July 31, 2023.
- Department Service Officer successfully completes NVS training requirements with a passing grade.
- Department Service Officer or appropriate designee reports hosting Post Service Officer training to NVS. Reports due by 30 June 2024.



## All-American Department Criteria Cont.

### Programs

- Voice of Democracy - An entry advanced to National judging
- Patriot's Pen - An entry advanced to National judging
- Veterans & Military Support Programs – Must complete State/Department fundraiser and proceeds donated to Veterans & Military Support Programs, Kansas City, Mo. (see last page)
- Must have at least One teacher submitted for the Teacher of the Year competition. (One entry from one of the three categories).
- Must enter one Employer of the Year Nomination (see last page)
- Must enter one JROTC Cadet of the Year Nomination (see last page)
- Must enter one VFW Member of the Year Nomination (see last Page)



## All-American Department Award

- All-American Department streamer
- All-American Department citation - commander
- All-American name badge - commander
- All-American cap - commander - *quartermaster may purchase cap.*
- All-American lapel pin - commander - *quartermaster may purchase pin.*
- \$1,000 stipend to be used toward attending the VFW National Convention
- Reserved seating at the VFW National Convention Joint Opening Session





## **Conference Membership Award**

The Conference with the highest membership percentage of the four Conferences will receive a \$1500 award and have their name and year engraved on a traveling trophy presented by the Commander-in-Chief to the Conference Chairman at the National Convention. The 2023-2024 Conference Chairman will return the trophy to the membership booth at National Convention in Louisville, KY no later than COB on Saturday to ensure placement of the new nameplate. This trophy will be presented to the 2023-2024 Conference Chairman on stage during the Joint Opening Session\*\*.



## Post Membership Divisions and Minimum Qualifying Percentages

Division Total Membership Qualifying Percentage		
1	951+	102%
2	750 950	102%
3	356 749	102%
4	246 355	102%
5	185 245	102%
6	143 184	102%
7	112 142	102%
8	88 111	102%
9	68 87	102%
10	51 67	102%
11	10 50	102%

## District Membership Divisions and Minimum Qualifying Percentages

Division Total Membership Qualifying Percentage		
1	5,000 14,000	102%
2	3,282 4,999	102%
3	2,172 3,281	102%
4	1,447 2,171	102%
5	906 1,446	102%
6	1 905	102%



## Important Notes

- Awards are transferable inside the Post, Districts or Department.
- **Post/District/Department:** Membership must be at least 102 percent.
- **Post member cap**, any member in a Post that achieves All-American status can purchase a “Post Member” cap. Those members must be in the Post during the membership year.
- The *Department Commander’s “Official Visit or Round Up”* is for Department commanders to visit Posts in their Department to get face-to-face time with their Post and District leadership and assist with membership and Programs. For further information about the *Commander’s “Official Visit or Round Up”*, please contact the Membership Department by calling **1.888.JOIN.VFW** or email [membership@vfw.org](mailto:membership@vfw.org)
- Donations made to replace Voice of Democracy and Patriot’s Pen (By eligible overseas Post). **Do not donate through your Department or by any other means.** Use the dashboard for your donation.

## Important Notes Cont.

- Veterans & Military Support Programs Services Donations for Post/District/Department as listed above will only be accepted only through the following link: Use the dashboard for online donation.
- \*\*For the Conference Membership Award traveling trophy, the Conference Chairman will be responsible for the return of the trophy to the Membership Department booth at the National Convention each year.
- Employer of the Year nomination link:  
[https://VFWPrograms.formstack.com/forms/vfw\\_employer\\_of\\_the\\_year\\_award](https://VFWPrograms.formstack.com/forms/vfw_employer_of_the_year_award) •
- JROTC Cadet of the Year nomination link:  
[https://VFWPrograms.formstack.com/forms/vfw\\_jrotc\\_cadet\\_of\\_the\\_year\\_award](https://VFWPrograms.formstack.com/forms/vfw_jrotc_cadet_of_the_year_award) •
- VFW Member of the Year nomination link:  
[https://VFWPrograms.formstack.com/forms/vfw\\_member\\_of\\_the\\_year\\_award](https://VFWPrograms.formstack.com/forms/vfw_member_of_the_year_award) •



# A message from the Chief

<https://youtu.be/fJz99hsNiFI?si=R3CqA3URNIUk3OsX>



# How many Gamers in the House?

<https://youtu.be/STCnJ6ckPVE?si=zh0dMj0QmAuPluD1>





# VFW Launches Exclusive Gaming League for Veterans

- To kick off this exciting endeavor, Combat Tested Gaming's debut season will feature leagues for popular competitive video games Call of Duty®: Warzone and Rocket League. League winners will go on to compete in the 2024 VFW National Gaming Championship at the 125th VFW National Convention in Louisville, Kentucky, next July.



- Combat Tested Gaming registration is completely free. The first league play registration closes Oct. 20, with weekly matches set to begin the week of Oct. 23. All matches will be streamed live to the [VFW's Twitch](#) and [YouTube](#) accounts.

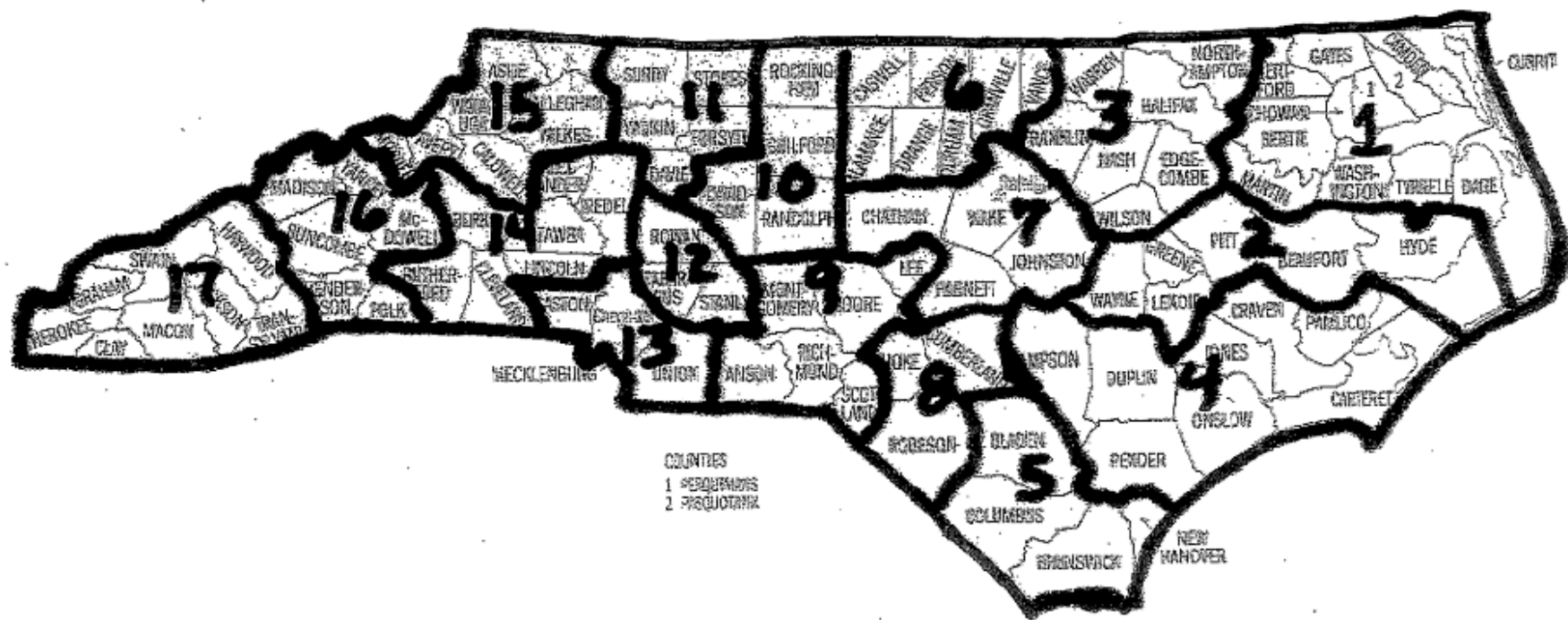


- Whether you game solo or have a brigade of battle buddies, service members and veterans from all branches of the military are encouraged to join Combat Tested Gaming for the chance to connect with their fellow veterans and experience the positive impact of esports.



- For more information about Combat Tested Gaming leagues or to register, visit [vfw.org/Gaming](https://vfw.org/Gaming).







# Questions



# LUNCH

Thank you to our Humana Sponsor

# Dashboard Training

[www.vfw.org](http://www.vfw.org)



<http://WWW.vfwnc.com>

[https://vfwnc.com/di/vfw/v2/default.a  
sp?nid=3](https://vfwnc.com/di/vfw/v2/default.asp?nid=3)




# Quartermaster Training



# 2023 Quartermaster Guide

[https://vfworg-cdn.azureedge.net/-/media/VFWSite/Files/MY\\_VFW/Training-and-Support/Member-and-Officer-Training/QM-Guide.pdf?la=en&v=1&d=20230710T032419](https://vfworg-cdn.azureedge.net/-/media/VFWSite/Files/MY_VFW/Training-and-Support/Member-and-Officer-Training/QM-Guide.pdf?la=en&v=1&d=20230710T032419)

Z





# Judge Advocate

Bylaws

# DEPARTMENT OF NC VFW SCHOOL OF INSTRUCTION

## Bylaws, Managing Meetings and other useful information

Presented By:

Joshua Holt – Judge Advocate

[judge@vfwnc.com](mailto:judge@vfwnc.com)

443-309-7322



# BYLAWS

- District and Post Bylaws should be review at least once a year to ensure accuracy and that it does not conflict with Department and National Bylaws.
- Use already created templates that are provided for on both the National and Department website
- Collaborate with your District Adjutant and Judge Advocate prior to submitting them to Department for review

# BYLAWS – ARTICLE II-SEC 220-VACANCIES AND REMOVAL OF ELECTED OFFICERS OR COMMITTEE MEMBERS

- Post may upon a duly passed motion at any meeting, propose the removal of an officer or committee member at the next regular meeting or special meeting.
  - Officer or Committee member must be notified at least 7 days prior by certified or registered mail.
  - Department Commander must be notified at least 7 days prior to the meeting.
- At the next regular or special meeting may by 2/3 vote of the members present and voting declare vacant the position of any elected officer or elected chairman or elected committee member.
  - Reasons for Removal:
    - 1. Absented themselves from 2 consecutive meetings or who has
    - 2. Failed to fulfill the duties of the office specified in section 218 of the Bylaws and Manual of Procedure.

# BYLAWS – ARTICLE IX-DISCIPLINE

- Sec. 902-Offenses
- Sec. 903-Procedure for Disciplinary Actions.
  - (b) Authority to Initiate Disciplinary Action:
    - I.A Post may, acting by two-thirds vote at a regular or special meeting, instruct the Post Commander to initiate an actions with respect to a member of the Post
  - Forms:
    - DA1-Special Order Initiating Disciplinary Action
    - DA2-Charges and Specifications
    - DA6-Request for Hearing
    - DA8-Request for Summary Disposition

# MANAGING MEETINGS

- Agenda
  - Traditional or Contemporary
- Motions
  - If a motion comes from a Committee it does not require a second
  - Ensure discussion is relevant to the motion on the floor
  - Call for the Question (Previous Question)
- Point of Order
  - Well Taken or Not Well Taken

# REFERENCES

1. 2023 National Bylaws and Manual of Procedure
2. Department of NC Bylaws
3. Robert's Rules of Order

# USEFUL LINKS

## Bylaws: Training, Forms & Templates:

<https://www.vfw.org/my-vfw/vfw-training-and-support/bylaws-training-forms-and-templates>

## VFW Training & Support:

<https://www.vfw.org/my-vfw/vfw-training-and-support/bylaws-training-forms-and-templates>

## Document Repository:

<https://www.vfw.org/my-vfw/vfw-training-and-support/bylaws-training-forms-and-templates>

## Department Bylaws and Templates:

<https://vfwnc.com/di/vfw/v2/default.asp?pid=122642>

[www.vfw.org](http://www.vfw.org)

[www.vfwnc.com](http://www.vfwnc.com)

# Question and Answers on SOI



# The AAR







<https://youtu.be/b9434BoGkNQ>