



**STATE OF ILLINOIS**

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*2018-2019 Series*  
**General Orders No. 7**  
*January 2019*

**STATE CONVENTION**

*The Wyndham Springfield City Centre Hotel, located at 700 East Adams Street in Springfield, will be the Convention Headquarters for the VFW. The Auxiliary Headquarters is the President Abraham Lincoln Springfield a DoubleTree by Hilton Hotel; this hotel is located at 701 East Adams Street in Springfield.*

*Information on reserving your room for the President Abraham Lincoln Hotel or the Wyndham City Centre Hotel will be in the February General Orders.*

**ALL-STATE POST AWARDS**

The 2018-2019 Membership Program is designed so that if a Post qualifies to be All-State, both the Commander and the Quartermaster will be recognized for this achievement because they are a team!

The All State Team of Post Commanders and Post Quartermasters will be made up of Posts who achieve:

*100% plus 10 in membership*  
*Posts must be 100% reported on the X-sheet*  
*Post must order a minimum of 1000 poppies*  
*New Posts need to attain 50 members to become All-State*

The All-State Program runs through June 15, 2019. To receive All-State Awards at the State Convention, the deadline for completion of All-State Criteria is April 30, 2019. All-State Post Commanders will receive an All-State Post Commander's Cap and a Distinguished Service Lapel Pin. All-State Post Quartermasters will receive an All-State Post Quartermaster's Cap and a Distinguished Service Lapel Pin.

**ALL-STATE DISTRICT AWARD**

District Commanders who attain 100% plus 10 in membership will achieve All-State status. The All-State Program runs through June 15, 2019. To receive All-State Awards at the State Convention, the deadline for completion of All-State criteria is April 30, 2019. All-State District Commanders will receive an All-State District Commander's Cap and a Distinguished Service Lapel Pin

## **POST COMMANDER & QUARTERMASTER AWARD**

Posts recruiting 5% of their Prior Year Membership (as reported on Memstats) in new and reinstated members with a minimum of six members by January 15, 2019 ó the Post Commander and Quartermaster will receive a special embroidered State Commander's Jacket. (*Partial numbers will be rounded up to the next whole number*). Jacket size forms will be sent to qualifying Post Commanders and Quartermasters and must be sent to State Headquarters no later than February 15, 2019.

## **ALL AMERICAN POST LEADERSHIP CRITERIA**

To achieve All-American status, Posts must:

- Greater than 50 members on July 1, 2019
- Membership greater than 100%
- Finish in the top 50 Posts in your respective division
- Voice of Democracy ó minimum of one entry advanced to District Judging
- Patriot's Pen ó minimum of one entry advanced to District Judging
- National Citizenship Education Teachers Award ó one entry advanced to District judging
- Buddy Poppy ó must purchase Buddy Poppies during the membership year ó ***July 1 through June 30***
- Hold a fundraiser with the proceeds going to National Veterans & Military Support Services, minimum of \$50
- National Veterans Service ó Appoint a Post Service Officer

Check your Commander's Leadership Manual, page 18 for complete information on the criteria for All-American Posts and Districts.

## **FEBRUARY COUNCIL OF ADMINISTRATION**

February 7-10, 2019

President Abraham Lincoln Springfield ó a DoubleTree by Hilton Hotel  
701 East Adams Street, Springfield, IL 62701.

All persons assigned or called-in to report during the February Council of Administration will receive two complimentary room nights from State Headquarters. It is their responsibility to cover any additional expenses ó such as additional nights and incidentals, etc. Those called-in are expected to be in attendance for all meetings and to purchase a banquet ticket for the Voice of Democracy Banquet on Saturday, February 9, 2019.

## **FEBRUARY HOTEL ACCOMMODATIONS**

The special room rate of \$95.00/night + 13% tax will be available until *January 16th* or until the group block is sold-out, whichever comes first. You may call the hotel at (217) 544-8800 to book your reservation. Make sure to mention the group code: **VVD!**

Reservations can also be made directly with the hotel by going to the website below:

<http://doubletree.hilton.com/en/dt/groups/personalized/S/SPIASDT-VVD-20190207/index.jhtml>

## **LINCOLN PILGRIMAGE**

The Lincoln Pilgrimage will take place at Lincoln's Tomb in Oak Ridge Cemetery at 2:00 pm.

## **PAST DISTRICT COMMANDER'S LUNCHEON**

The Past District Commander's Luncheon will be held after the Council of Administration Meeting at the President Abraham Lincoln Hotel, A Doubletree by Hilton Hotel on Saturday, February 9th at a time to be announced later. The tickets are \$25.00 each and will be available on Friday and Saturday prior to the luncheon.

## **PUBLICATION CONTEST**

Editors of Post and District publications are invited to send in a copy of one issue published during 2018 for the Illinois VFW Publications Contest. Please provide the contact information for the Editor, as well as how often the newsletter is published. If you want to send a hard copy or mail it to VFW State Headquarters Office, Attn. Publication Contest, P.O. Box 13206, Springfield, Illinois 62791-3206. You can also e-mail a copy to [vfwil@vfwil.org](mailto:vfwil@vfwil.org).

## **VFW WEB PAGE ([www.vfwil.org](http://www.vfwil.org))**

We urge everyone to make it a daily habit to visit our VFW State web page at [www.vfwil.org](http://www.vfwil.org).

- ❖ By clicking on the "Donation" link, you can pay for poppies and make your donation to Programs such as the Commander's Special Project, Homeless Veterans, MAP, Uplink and National Home.
- ❖ Submit your Bond application or poppy order on line
- ❖ See what is going on in your Post, District, State or National by clicking "News & Events".
- ❖ See the current issue of the *Illinois VFW News* and the Commander's Leadership Manual. Log In with the Members only tab.

## **DEPARTMENT FUNDRAISING**

As a reminder our **Golden Rule Publishing ad salespersons** are out in our communities throughout Illinois selling advertising for the book. They contact local businesses in your communities to solicit advertising for our three program books throughout the year. Please let the businesses in your community know this is a legitimate solicitation on behalf of the Illinois VFW. Inquiries regarding this Advertising Campaign should be directed to Jim Alyea, Jr. at 800-433-4680 or the VFW State Headquarters.

## **BUDDY POPPIES**

All Posts are urged to promote the use and distribution of Buddy Poppies. These poppies are assembled by hospitalized veterans and all money collected from poppies is to be placed in the Post Relief Fund to aid and assist needy veterans. **ORDER YOUR POPPIES NOW FOR YOUR MEMORIAL DAY SALE!** Please order your poppies 6-8 weeks in advance of your sale to insure you receive them before your sale.

## **NOMINATIONS FOR V.F.W. MEMBER OF THE YEAR**

District Commanders are reminded that they are to submit their nominee for V.F.W. Member of the Year to Junior Past State Commander Jeffrey Hastings 118 W. 6<sup>th</sup> St., O'Fallon, Illinois 62269. There is no special form to submit your nominee for this award; all you need is a written statement explaining why you feel your nominee is deserving of this recognition. We need the nominee's name, home address and telephone number for notification purposes. This award will be presented during the 2019 State Convention in June in Springfield.

## **TRUSTEES REPORT OF AUDIT REQUIREMENT**

Per Section 218 of the National Manual of Procedure of Officers and Chairmen, Duties and Obligations, the **Post Commander** must assure that the **Post Trustees** have examined the books and records of the Post and prepared the Post Trustees Quarterly Report of Audit no later than the end of the month following the last day of each quarterly period. **Failure on the part of the Commander to strictly enforce Section 218 of the National Manual of Procedure may release the Bonding Company of all liability in case of theft or misuse of funds and subject the Post to suspension.** The **duties** of the **Post Quartermaster** include providing the **Post Trustees** with all records, files and statements required or necessary for the preparation of the Post Trustees Quarterly Report of Audit.

## **INSPECTION**

Attention is directed to the importance of CONSTANT INSPECTION!! District Commanders will exert every effort to have each Post in their District inspected at least once annually. Posts Commanders will insist on Quarterly audits of records and books by Post Trustees, subject to penalties outline in Section 213 of the National By-Laws. Post Quartermasters are reminded that they are to be Bonded in **AN AMOUNT AT LEAST EQUAL TO THEIR LIQUID ASSETS.** It is important that the District Inspector contact the Post well in advance of their official inspection advising the Quartermaster when they will inspect the Post and what items they will need to conduct the Inspection. Each District will be compensated at the rate of \$10.00 per Post Inspection at the time the District becomes 100% inspected and approved by the Department Inspector.

## **POST INSURANCE-ADDITIONAL INSUREDS**

According to VFW By-Laws, each Post is required to maintain adequate liability insurance and ***they also require National and Department be listed as "additional insureds" on the Post policy. Posts must have their Insurance Agent send a copy of the Insurance Certificate to both National and Department Headquarters. Posts that do not own property do not have to comply with this request.***

## **X SHEET DONATIONS**

All Posts must donate a minimum of \$50.00 each to VFW State Headquarters for the Military Assistance Program (MAP), Operation Uplink, Homeless Veterans, Commander's Special Project and National Home to receive credit on the State X-sheet. On-line donations are encouraged but **don't forget to indicate your Post Number.**

**CANCELLATION OF POST CHARTER**

Commander-in-Chief Vincent B.J. Lawrence has approved the cancellation of the charter of Scroggins-Gee Memorial Post 777 located in Mount Pulaski, Illinois, effective December 18, 2018. Please update your records accordingly.

OFFICIAL:



MICHAEL A. DE ROSS  
State Adjutant-Quartermaster

BY ORDER OF:



DONALD BOYER  
State Commander