



STATE OF ILLINOIS

Phone: (217) 529- 6688
Fax: (217) 546-3415

P.O. Box 13206
Springfield, IL 62791-3206

E-mail: vfwil@vfwil.org
Website: www.vfwil.org

2018-2019 Series
General Orders No. 9
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NEW FAX NUMBER

The Department's new fax number is 217-546-3415. Please update your records.

REMINDER – QUARTERLY AUDITS

Quarterly audits must be signed by the Trustees and Commander prior to submission to the Department. Audits not bearing the required signatures will not be accepted.

SOLICITATION OF FUNDS

Pursuant to Section 214 6 "Solicitation of Funds" found in the National By-Laws and Manual of Procedure, fundraising may only be held for sanctioned purposes. This means no member shall use his/her title, position or office in connections with solicitation of funds for any non-VFW related purpose. Violation of this provision may lead to penalties which may include removal from office.

2019 ILLINOIS CONVENTION RAFFLE

The 2019 Convention Raffle Tickets are in the mail!! This year's mailing consists of two sheets of tickets and each sheet has five (5) Convention Raffle Tickets for \$20.00 and one Purple Heart Ticket for \$5.00. The drawing will be held at the VFW State Convention on Saturday, June 15, 2019, in Springfield, Illinois. Grand Prize is \$10,000.00. Second Prize is \$3,000.00, Third Prize is \$2,000.00 and Fourth through Tenth Prizes are \$500.00 each. Purple Heart Grand Prize is \$2,000. Please contact this State Headquarters for additional tickets.

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 will receive an All-State Post Quartermasters 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

CAPTAIN, ALL-STATE DISTRICT AWARD

The Captain of the All-State Team of Commanders Team will be the Commander with the most points, based on the following:

- Each new member = 10 points
- Each new Life Member = 10 points
- Each new Legacy Life Member = 25 points

The Captain of the All-State Team will receive \$200.00.

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
- 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.

ALL AMERICAN DISTRICT CRITERIA

- Membership greater than 100%
- Finish in the top 25 Districts in your Division
- Voice of Democracy ó minimum of one entry advanced to Department Judging
- Patriots Pen ó minimum of one entry advanced to Department judging

- National Citizenship Education Teachers Award ó one entry advanced to Department judging

CORPORATION ANNUAL REPORT

Under the State of Illinois General Not for Profit Corporation Act, the **ANNUAL REPORT** must be properly executed and filed in the Office of the Secretary of State prior to the first day of the corporation's anniversary month each year (the 19th District charter date is 4/4/ó so the District QM must have this report submitted prior to April 1st). If filing on time, a \$10 filing fee only is required by statute. If filed later, a statutory \$3 penalty fee must be added. Annual Reports are mailed to the registered agent of record. If you do not receive your annual report renewal, you can contact the Secretary of State at 217/782-7808 or on line at www.cyberdriveillinois.com. (Login then go to publications, business, and form C 54-Not for Profit Report). NOTE: filing fee is \$10 by mail and on line reporting is \$35.

STATE CONVENTION AD BOOK

The Department of Illinois, VFW, has been given permission by members of the Council of Administration to sign a contract with Golden Rule, Inc. to sell advertising space in our Convention Program Book. Representatives of this company work throughout the State of Illinois to sell advertising; this is a legitimate advertising program and is not a donation. If anyone in your immediate area has a problem with any these representatives, contact Jim Alyea at 1-800-433-4680. The Sales Representatives have received a "Letter of Introduction" and should produce it if asked to do so. This is not a new program and we asked that you help promote this on behalf of the Department of Illinois, VFW. **Commanders and Quartermasters** - The Program Book Order Form for the 98th Annual State Convention is on the website homepage at www.vfwil.org. Full Page Ads are \$200, Half Page Ads are \$100 and Quarter Page Ads are \$75. Ads on the Inside Front or Back Cover are \$300 and outside back cover is \$350. (Contact Headquarters Office for availability of Cover Pages) Please mail your ad form, picture (*if applicable*) and payment to Editor, State Convention Program Book, P.O. Box 13206, Springfield, IL 62791-3206 or e-mail to vfwil@vfwil.org.

Ads must be received in State Headquarters no later than **April 30, 2019** **PAYMENT FOR ADS MUST BE REMITTED AT TIME OF PLACEMENT!**

REGISTRATION – STATE CONVENTION

An Advance Registration Form for the State Convention is on the state website, www.vfwil.org. Scroll down to find the form. Print and fill it out and mail or fax to Headquarters; delegates can also be registered on-line by going to www.vfwil.org, log in to "Report Entry" and click on the Convention Registration tab. The registration fee is \$15.00 until **June 7th, 2019**, and is \$17.00 after **June 7th, 2019**. Letters of registration confirmation will be mailed to registrants after the proper registration fee has been paid. Registrants will be required to present this confirmation when they check in at the convention registration desk at the Wyndham Springfield City Centre Hotel.

IMPORTANT NOTICE

Sec. 413 - Arrearages, Deficiencies and Omissions.

The Commander of the District in arrears for financial obligations to Department or National, for fees, dues, poppy money, supply money, or failing to have the office of the Quartermaster properly

bonded in accordance with Section 703, failing to ensure that the District is properly insured in accordance with Section 709, failing to submit properly completed District Trustees Report of Audit, **District Election Report for the ensuing year**, or other obligations, shall be deprived of all representation at the Department Convention. Such representation shall be restored promptly upon proper adjustment of such deficiencies.

A properly completed District Election Report shall be submitted to National Headquarters prior to the convening of the Department Convention.

Sec. 213 - Arrearages, Deficiencies and Omissions.

Any Post in arrears for any financial obligations to County Council (if applicable), District, Department and National for fees, dues, poppy money, supply money, failing to have the office of Quartermaster properly bonded in accordance with Section 703, failing to ensure that the Post is properly insured in accordance with Section 709, failing to submit properly completed quarterly Post Trustees Report of Audit, **Post Election Report for the ensuing year**, or other obligations, shall be deprived of all representation in County Council and District meetings; County Council, District, Department and National Conventions. Such representation shall be restored promptly upon proper adjustment of such deficiencies.

NATIONAL CONVENTION REGISTRATION

Part 222 of the Manual of Procedure

Please note the recent changes in Part 222 of the Manual of Procedure. Delegates to the District, Department and National Convention shall be elected in April.

Sec. 222 - Delegates, District Convention & Meetings, Department and National Conventions.

Delegates and alternates for the District Convention and Meetings, Department and National Conventions shall be elected at a regular meeting in April. Delegate strength will be based on members in good standing as of March 31st.

Delegates shall not be recognized at the National Convention unless they personally register their completed delegate card with the National Credentials Committee.

Posts instituted after delegate strength has been determined, but prior to convening date of the respective convention or district meeting, shall on the day of institution, elect one delegate and one alternate for each thirty names or fraction thereof according to the number of names listed on the charter application.

120TH VFW NATIONAL CONVENTION

Orlando, Florida is the host city for the 120th VFW and 106th Auxiliary National Conventions. VFW and Auxiliary members will convene at the Orange County Convention Center, 9800 International Dr., Orlando, Florida, July 20-24, 2019. Convention housing opened on February 15th, 2019.

The Department of Illinois has been assigned to the Rosen Shingle Creek Hotel in Orlando. Reservations can be made by phone, fax, mail or internet by June 14, 2019; reservations received

after this date will be subject to space and rate availability. Reservations will not be accepted without one night's room and tax for each room reserved. Please see the room reservation form for specific details on room deposits, confirmations and cancellation policy. Information on the National Convention is available on National Headquarters' web page at www.vfw.org.

REMINDER – STATE BY-LAW CHANGES

Resolutions having effect on the By-Laws of the Department must be received in State Headquarters by no later than May 1, 2019 so they can be circulated to all Posts within the prescribed time prior to the State Convention. Resolutions affecting Department By-Laws received after that date cannot be considered at this State Convention. ALL RESOLUTIONS MUST BE SUBMITTED IN PROPER FORM. Any Resolutions received that are not in proper form will be returned for correction. NOTE: in order for your resolution to be included in the State Convention Resolutions Book, it must be received at State Headquarters no later than **May 1, 2019**.

https://vfw-cdn.azureedge.net/-/media/VFWSite/Files/MY_VFW/Training-and-Support/Member-and-Officer-Training/Amendments-and-Resolutions-Manual.pdf?la=en

NOMINATION, ELECTION AND INSTALLATION OF OFFICERS

Part 216 of the National By-Laws is quoted below for your information and necessary action. Please note paragraph c.

Sec. 216 - Elected and Appointed Officers; Chairmen and Committees.

- (a) The Post shall elect the Commander, Senior Vice Commander, Junior Vice Commander, Quartermaster, Chaplain and three Trustees.
- (b) *The Commander shall appoint an Adjutant, and Service Officer.*
- (c) *The Post may elect or the Post Commander may appoint a Judge Advocate, Surgeon, Officer of the Day and/or Guard if required by Post By-Laws.*
- (d) *The Post Commander may appoint such other chairmen and committees as deemed necessary to conduct the affairs of the Post or as may be required by Post By-Laws.*

A number of posts have by-laws that state that Post Officers will be elected in accordance with the National By-Laws or are silent on the election of officers as the National By-Law has precedence. With the change to 216c should review their by-laws and decide if they wish the positions in 216c to be elected or appointed.

Part 416 of the National By-Laws is quoted below for your information and necessary action. Please note paragraph c.

Sec. 416 - Elected and Appointed Officers; Chairmen and Committees.

- (a) The elected officers of each District shall consist of a Commander, Senior Vice Commander, Junior Vice Commander, Quartermaster, Chaplain, and three (3) Trustees.

(b) *The Commander shall appoint an Adjutant, Service Officer and Inspector.*

(c) *The District may elect or the District Commander may appoint a Judge Advocate, Surgeon, Chief of Staff or Officer of the Day if required by the District By-Laws.*

(d) *The District Commander may appoint such other chairmen and committees as deemed necessary to conduct the affairs of the District or as may be required by District Bylaws.*

Paragraph c allows Districts to choose between election or appointment of the listed officers. Should the District wish to appoint a Judge Advocate, Surgeon, Chief of Staff or Officer of the Day they need to have this reflected in their by-laws.

Part 417 of the Manual of Procedure

Sec. 417 - Nomination, Election, Installation and Term of Office. Order of nominations and elections.

The order of nominations and elections shall be Commander, Senior Vice Commander, Junior Vice Commander, Quartermaster, Chaplain, Judge Advocate, Surgeon and Trustee(s).

Nomination. A member may be nominated and elected although not present at the meeting. A member making a nomination of an absentee for any office shall have presented to the Adjutant, in writing, the consent of the member being nominated prior to the closing of nominations. Any nominee shall have the opportunity to decline nomination for the office to which they have been nominated before nominations are closed. Nominations shall remain open until the District Convention is ready to vote.

Election. In balloting for District officers, a majority of all the votes cast shall be necessary for election. If there is no election on the first ballot, the name of the comrade receiving the lowest number of votes shall be dropped and so on in successive ballots until an election is made.

Challenging Election Results: If irregularities are claimed with respect to the election to any office, such challenge must be made in a writing containing specific details concerning the irregularities, signed by the challenger, and forwarded to the Department Commander, mailed no later than three (3) days after the election.

Installation. District officers shall be installed before the adjournment of the meeting at which elected. The installation shall be conducted by a member in good standing who holds or has held an office equal to or higher than District Commander. The District Commander-elect shall select the installing officer. An officer who may be absent for good and sufficient reason or cause shall be installed at any succeeding regular or special meeting of a unit of the organization, within sixty (60) days of the date of installation. If not then installed, the office will automatically become vacant.

Term of Office. Officers shall be elected for a term of one (1) year except that three trustees shall initially be elected for terms of one (1), two (2) and three (3) years and thereafter one (1) trustee shall be elected each year for a term of three (3) years. District officers shall take office upon the confirmation of election and installation of the Department Commander by the Department Convention.

INSTALLING OFFICERS:

Installing officers will see that the provisions of Section 216 of the National Bylaws and the Manual of Procedure are properly carried out and that all officers are members in good standing and qualified to hold office prior to installing Post officers for the current year. Post officers shall not be installed or assume the duties of their office until proof of eligibility has been submitted and properly reviewed.

Post Election Reports must be submitted following Post election of officers in April and no later than June 1 to the National Headquarters. We highly encourage all Post Quartermasters to use the online Election Report process featured in the Online Membership System (OMS). Post Election Reports received electronically will be forwarded to the Department Headquarters.

“LUCKY STARS” MEMBER DRAWING

Five (5) winners will be drawn and accompany the Commander-in-Chief on an all-expense-paid trip May 6-12, 2019, along with their spouse or guest.

For any new/reinstated member recruited between July 1, 2018, and April 1, 2019:

- You will receive one (1) chance for every five (5) new/reinstated members recruited.

- You will receive ten (10) additional chances for every increment of 25 new/reinstated members recruited.

Attention Post and District Commander:

- You will receive ten (10) chances in recognition of 85%+ Post and District retention.

Drawing will take place on April 2, 2019! All awards are non-transferable.

SPECIAL NOTICE REGARDING DISTRICT CONVENTIONS

The District Convention is held for the purpose of electing your officers for the upcoming administrative year. Any member, not a member of the District Convention, (See Part 404) may attend the Convention, however, they shall have no voice in business discussions unless requested by the Commander, and shall have no voting privileges. Those on official business shall be recognized by the Commander for the conduct of business. (Article IV, Sec. 403 – Regular, Special and Committee Meetings; Convention; Quorum; Authorized Attendees.)

PROOF OF ELIGIBILITY REQUIRED FOR ALL ELECTED AND APPOINTED OFFICERS

Officers shall not be installed or assume the duties of their office until proof of eligibility has been submitted and properly reviewed. Proof of eligibility shall be open to and reviewed by the District Commander, Adjutant and Quartermaster prior to installation to office. In the event an elected or appointed officer fails to submit proof of eligibility within thirty (30) days of election or appointment, any right of the officer to hold the office shall be forfeited, the office declared vacant

and the eligibility qualifications of such officer shall be questioned in accordance with the provisions of Section 108 of the National By-Laws.

COMMANDERS-ELECT AT ALL LEVELS

Your attention is directed to the fact that the State Commander does NOT ASSIGN a Past Post, District, County Council Commander or a State Officer to be an Installing Officer. This is something that is between you and the Officer you choose.

REMINDER – POST/DISTRICT OFFICER CHANGES OR CORRECTIONS

Please note that changes in Post or District Officers must be reported to State Headquarters immediately. Changes in addresses, phone numbers and e-mail addresses should also be reported immediately – even if changes are made on the Online Membership System (OMS). These changes are not always transmitted to State Headquarters; please help us keep our records current.

PLAN LOYALTY DAY ACTIVITIES

Posts, Districts and County Councils are urged to start planning now for Loyalty Day observances in their community. Go to the VFW Store for Loyalty Day Posters, Award Citations and Brochures and Patriotic Holiday Speeches are available at www.vfw.org.

SPRING POPPY SALE

Commanders on all levels should be organizing their 2019 Memorial Day Poppy Sale; promotional material is available from the VFW Store Catalog. Every Post is urged to order and sell Buddy Poppies; poppies can be ordered and paid for from our website at www.vfwil.org. They are available in multiples of 500 and your order will be shipped from a V.A. Hospital where they are assembled by disabled veterans. All other accessories such as caps, aprons, cans, etc. can be ordered directly from the VFW Store at National Headquarters. ***Poppies are priced at \$130.00 per thousand***; please allow six to eight weeks when ordering your poppies.

Special Note: If you have ordered your poppies from the State website, please do not send a paper copy of your order form with your check. This will eliminate the possibility of a duplication of your order.

STATE CONVENTION ROOM RESERVATIONS

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.

Room reservations for the President Abraham Lincoln Hotel can be made using the link on our website, www.vfwil.org, calling the hotel directly or by contacting this Headquarters. If ordering a room online or by phone don't forget to use the **Group Code VFW** to get our special convention rate

Reservations for the Wyndham can be made by going to the link on our website, filling out the form and mailing, faxing or e-mailing it to VFW State Headquarters.

Please also note that the State Headquarters reserves the right to place hotel guests at either hotel in an effort to fill our contract quota.

CONVENTION AWARDS AND CITATIONS COMMITTEE:

We are accepting nominees to be considered by our Convention Awards & Citations Committee for our State Convention. Categories for these awards are Outstanding Law Enforcement Officer, Firemen, Education, Outstanding in Industrial Field, Legal Profession, Athletic Field, Governmental Service, Clergy, New Media, and Outstanding Citizen or Community. There is no **form to fill out...just write down the name, address, sponsoring Post Number, Contact Person and the reason why you feel this individual deserves to be recognized. DEADLINE DATE IS MAY 1ST, 2019.**

PEACE OFFICERS MEMORIAL DAY, MAY 15TH

Posts within the Department of Illinois are hereby instructed to fly their U.S. Flag at half-staff on May 15th, 2019 in observance of **Peace Officers Memorial Day, May 15th** as authorized by Public Law 103-122. (See law below):

175. Position and manner of display

The flag, when carried in a procession with another flag or flags, should be either on the marching right; that is, the flag's own right, or, if there is a line of other flags, in front of the center of that line.

(A)-(1) (Unchanged)

(iii) The flag, when flown at half-staff, should be first hoisted to the peak for an instant and then lowered to the half-staff position. The flag should be again raised to the peak before it is lowered for the day. On Memorial Day the flag should be displayed at half-staff until noon only, then raised to the top of the staff. By order of the President, the flag shall be flown at half-staff upon the death of principal figures of the United States Government and the Governor of a State, territory, or possession as a mark of respect to their memory. In the event of the death of other officials or

foreign dignitaries, the flag is to be displayed at half-staff according to Presidential instructions or orders, or in accordance with recognized customs or practices not inconsistent with law. In the event of the death of a present or former official of the government of any State, territory, or possession of the United States, that Governor of that State, territory, or possession may proclaim that the National flag shall be flown at half-staff.

The flag shall be flown at half-staff thirty days from the death of a President or a former President; ten days from the day of death of the Vice President, the Chief Justice or a retired Chief Justice of the United States, or the Speaker of the House of Representatives; from the day of death until interment of an Associate Justice of the Supreme Court, a Secretary of an executive or military department, a former Vice President, or the Governor of a State, territory, or possession; and on the

day of death and the following day for a Member of Congress. **The flag shall be flown at half-staff on Peace Officers Memorial Day, unless that day is also Armed Forces Day.**

MARCH 25TH ... "MEDAL OF HONOR DAY"

A Resolution was passed by the U.S. Senate which designates March 25th as "National Medal of Honor Day". The day is set aside to acknowledge the more than 3,400 individuals who have received the nation's highest honor. The date of March 25th was chosen to highlight this special day because it was on March 25, 1863, that the first Medals of Honor were presented to six members of Andrew's Raiders. According to the Medal of Honor Society, there are only 83 living individuals who have received the Medal of Honor and the Department of Illinois is proud to be "home" to three of them. They are: Harold Fritz, Post 2078-9, Allen Lynch, Post 4308-5 and Sammy Davis, Post 4549-17. Let's all join in recognizing their dedication and service to our country.

STATE PATRIOT'S PEN WINNER

Sponsored by Caseyville Memorial Post 1117 and its Auxiliary located in Caseyville, Illinois, we would like to congratulate Riley Baldwin as this year's State first place Patriot's Pen winner! Riley received a \$1,000 cash award and specially engraved plaque at this year's 73rd annual Voice of Democracy Banquet at the President Abraham Lincoln a DoubleTree Hotel by Hilton in Springfield, Illinois. As one of 54 finalists worldwide, Riley will compete at the national level for individual awards ranging from \$500 to \$5,000.

STATE VOICE OF DEMOCRACY CHAMPION

Congratulations to Collin Sexton on being selected as the 2018-2019 State Voice of Democracy Champion. Collin was sponsored by White County Post 3851 and its Auxiliary located in Carmi, Illinois in our Thirteen District. He received the \$2,500 first place award and a specially engraved plaque at this year's 72nd annual Voice of Democracy Banquet. As one of 54 finalists worldwide, Collin will travel to Washington, D.C. and compete at the national level for the first-place prize of a \$30,000 college scholarship.

POST FUNERAL DETAIL HONOR GUARDS

The 85th National Convention adopted a resolution prohibiting VFW Posts from charging fees for military or other funeral services for veterans and that resolution is held to be in full force and effect. All concerned are reminded that any Post found to be in deliberate violation of this Resolution would be subject to discipline and/or censor.

CANCELLATION OF POST CHARTER

Commander-in-Chief Vincent B.J. Lawrence has cancelled the charter of Everett H. Hubbard Post 2287, DeKalb, Illinois, effective January 29, 2019. Please update your records accordingly.

OFFICIAL:



MICHAEL A. DE ROSS
State Adjutant-Quartermaster

BY ORDER OF:



DONALD BOYER
State Commander