

**Michigan Department VFW Auxiliary
Extension and Revitalization Bulletin
May 2023**

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UNWAVERING SUPPORT



FOR UNCOMMON HEROES™

National Theme: Banding Together for Our Veterans

Department Theme: Our Veterans, The Angels Among Us

Elections were held in April. If you did not elect, call me today! Installations are usually done this month. The By-Laws state Installations are held not more than 60 days prior to the convening of the Department Convention.

There are a few things to remember to be a Healthy Auxiliary

- **All officers must be installed to hold office.** If someone misses the actual installation, have them installed at the next regular meeting or take the oath at your District or the Department Convention. A past president can install also.
- **Look for a notice in the next weeks from your District President** of his/her official visit. They are there to assure you are on track as a healthy auxiliary. If you need extra assistance, tell this to the District President.
- **The audit from January-March 2023 was to be conducted in April,** approved, and forwarded to the Department office. It is to be approved by the membership and in the office no later than May 31, 2023. If an extension is needed, they can assist you in obtaining this from the Department President.
- **Installation reports are to be sent ASAP to the office,** along with lists of officers and chairman on the forms sent out in March (and a copy to the District Secretary). These are also inputted into MALTA only by the Secretary. If you cannot do this, contact the office for assistance.
- **Department Delegate forms and fees are to be in the office** also and must be received prior to the Department Convention.
- **National Delegates are put into MALTA by the Secretary** between April 1 and May 31, 2023. Again, if you need assistance contact the Department office.
- **Reporting for the 2022-23 year ended on April 20th** and for the 2023-24 year begins on May 1, 2023.

Remember that new officers take over at noon on June 10, 2023, when the new Department President is installed. Within 30 days of that date a report is due to your Commander on the financial status and membership status of your respective Auxiliary or District

EXTENSION AND REVITALIZATION BULLETIN

June 2023

We are now about to start our new administrative year with the Installation of Sara Manke as our next Department President on June 10, 2023.

You should have accomplished the following by now:

- All officers must be installed to hold office.
- Look for a notice in the next weeks from your District President of his/her official visit. They are there to assure you are on track as a healthy Auxiliary. If you feel the need for assistance, make this known to the District President. As soon as possible let us know. Early in the new Auxiliary year is the best time to get help to get on back track.
- The audit from January-March 2022 should be in the Department office. It was due on May 31, 2023.
- Installation reports are to be entered into Malta and sent to the Department Office.
- Within the next 30 days a copy of your financial and membership status is to be given to your commander. By July 10th.

Healthy Auxiliaries have things in common:

- They hold a minimum of 10 meetings with a quorum per year
- They perform and mail in quarterly audits on time
- Officers are elected, installed and reported
- They are always working to recruit new members and retain current members.



The following deadlines will be coming up quickly so get prepared:

- Looking ahead, the bond will be due soon. Any time after July 1st your Treasurer can take care of this through MALTA.
- Official visits by District Presidents will be scheduled soon.
- The first District meetings of the new year will begin in August and September so plan to have representation at those meetings. It is now a By-Law requirement.

Let's all work to have every Auxiliary healthy and thriving this next year. If you have concerns, need help, or know of a post without an Auxiliary that would like one, please call my cell listed below.

Stephanie Krueger
10165 Fairview
Taylor, MI 48180
313-585-5066
stepherthevfer@aol.com