

**Michigan Department VFW Auxiliary
Extension & Revitalization/Chief of Staff
BULLETIN
June 2026**

www.vfwauxmi.org

UNWAVERING SUPPORT



FOR UNCOMMON HEROES

National Theme: Serving America's Heroes

Department Theme: Leading with a Patriot's Heart

Well done on being elected President in your Auxiliaries. It's time to get started, I hope everyone is prepared to begin "Serving America's Heroes" by "leading with a Patriot's Heart."



Extension:

An Auxiliary cannot function independently; it must be connected to a Post. Creating new Auxiliaries helps maintain the organization's stability and vitality. When visiting Bachelor Posts, choose presenters who are enthusiastic and well-informed about Auxiliaries, so they can highlight why it's valuable for each Post to have one.



Revitalization:

"Returning to new and healthy". An Auxiliary that struggles with the very basics, conflicts among members or required tasks not being done are all Red Flags to indicate an Auxiliary not in good working order and a solution cannot be reached. If issues cannot be solved within the Auxiliary, then the District President and Deputy Chief of Staff assist to see if a solution can be reached, if not possible, then the Department President is notified by the District President and Deputy Chief of Staff of the concerns. The mission of the Department President is to get the Auxiliary back to a healthy state and that assistance comes in the form of mentoring. If the phrase possible suspension is heard, do not look at it as derogatory or a scolding tactic. It is the last resort if no reasonable solution is reached for the Auxiliary - it becomes a fresh start for an Auxiliary



Chief of Staff:

Supports the Department's stability and membership growth, appointed by the Department President, and stays informed on all Auxiliary and District matters. District Presidents select a Deputy Chief of Staff who works with District Presidents to resolve issues at the Auxiliary or District level.

R U Healthy June Reminders:

- Submit an itemized report on the financial and membership status of your Auxiliary to your Post Commander within 30 days of taking office
- New officers take office after the installation of the Department President, except the Auxiliary Secretary and Treasurer, who begin their duties on July 1st-new fiscal year.
- Reports of Installation entered in MALTA by June 15th, and copies sent to Department and your District President.

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Essentials of a VFW Auxiliary

The National Organization requires only five (5) things of an Auxiliary:

1. Auxiliaries should have at least ten (10) business meetings per year. Five (5) members in good standing of the auxiliary shall constitute a quorum for the transaction of business.
2. Dues should be paid by at least ten (10) members on or before February 1 of the current year.
3. Quarterly audits by Trustees and be submitted.
4. Officers elected, installed and reported to National Headquarters no later than June 30. This generates the bond application via email.
5. The offices of President and Treasurer **MUST** be bonded by August 31.



Healthy Auxiliary Tool Kit:

There are countless resources found on the National website. Go to www.vfwauxiliary.org, log into your MALTA account, click on Member Resources and then Extension &

Revitalization. The Healthy Auxiliary Tool Kit includes:

- *Auxiliary Meeting Checklist for the President.
- *Healthy Auxiliary Checklist To-Do's & Deadlines
- *Healthy Communication Phone-Text Tree
- *VFW Auxiliary Meeting Challenges & Solutions
- *VFW Auxiliary Member Questionnaire
- *VFW Auxiliary Sample Meeting

R U Healthy July Reminders:

- Send dues reminders to all your annual members.
- Purchase your bond for your President and Treasurer. This must be completed by August 31st, or the Auxiliary will be subject to Suspension.
- Complete your second quarter audit report for April, May, and June by July 31st, have it approved at your meeting and send it to Department Treasurer by August 31st

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