

**MICHIGAN DEPARTMENT VFW AUXILIARY
26-27 OFFICIAL VISIT QUESTIONNAIRE- DISTRICT**

District # _____

Date of Meeting _____

AUXILIARY ATTENDANCE

1. Number of Auxiliaries at present time _____
2. Number of Auxiliaries represented and registered at meeting _____
3. Number of Auxiliary Presidents present _____
4. Number of Auxiliary Sr./Jr. present in lieu of President _____
5. List of Auxiliaries not in attendance _____
6. Attendance number at meeting _____
7. Attendance number attending via technology _____
8. Number of guests in attendance _____

MEETING INFORMATION

1. Was the District Audit performed by the elected trustees and reported? _____
2. Secretary and Treasurer books audited by the elected trustee? _____
3. Proof of the 990 being filed within the last 12 months? _____
4. Secretary and Treasurer books kept according to the booklet of instructions? _____
5. Did Officers use proper parliamentary procedures? _____

If you answered no to any of the above, did you instruct on proper procedure? Please explain _____

LEADERSHIP

1. Was the District President organized and did the meeting start on time? _____
2. Was a District Meeting Outline used? _____
3. Was the District President in control of the meeting? _____
4. What type of training (exemplification) was conducted? _____

PROGRAMS AND REPORTING

1. Were new ideas given? _____

Veterans & Family Support		Legislative	
Americanism		Membership	
Buddy Poppy		VFW National Home	
Historian/Media Relations		Scholarships	
Hospital		Youth Activities/Camp Trotter	

R= Reported

S= Sent report

P= President gave report

NO = No Report given

COMMENTS

Please provide honest and unbiased answers to the questions. Please attach another sheet, if needed. This questionnaire will be a determining factor in the judging for the District Achievement Award.

Complete immediately following the meeting and provide a copy to the District President. **A copy of this questionnaire and voucher must be sent to the Department Secretary within 7 business days.**

Department Representative

April 14th – October 31st

Department Secretary

924 N. Washington Ave

Lansing, MI 48906

Email: misec@asiserve.net

November 1st – April 15th

Department Secretary

6468 Waubun Rd.

Indian River, MI 49749

Email: misec@asiserve.net