

July Chief of Staff (COS) – Extension & Revitalization – Mentoring for Leadership Program Promotion

Hello, Auxiliaries of California!

The Chief of Staff / Extension Revitalization / Mentoring for Leadership. **Keeping** Auxiliaries healthy by following the Bylaws, completing at least the Five Essentials needed to be in good standing, helping Auxiliaries if they are struggling with one or more of those Essentials, and establishing new Auxiliaries.

Let us start at the very beginning: the five Essential Basics:

- 1) Auxiliaries should have at least ten business meetings per year
- 2) Dues should be paid on at least ten members by Feb. 1 of the current year
- 3) Quarterly audits should be submitted by the Trustees
- 4) Officers should be elected, installed, and reported to National by June 30
- 5) Offices of President and Treasurer must be bonded by August 31.

Essential Basics: during July and August, each Auxiliary should:

- Get offices of Treasurer and President Bonded through National Auxiliary
- Complete April-May-June Audit; send approved copy to Department

Mentoring for Leadership: Train and educate extend a helping hand to your new members, keeping the lines of communication open, keeping your members motivated always keep a listening ear show respect for one another. Ask them what they might be interested in doing, mentor them. The **CARE** concepts

MAIN GOALS: *Mentoring for Leadership, GREEN LIGHT – RED LIGHT, Maintaining Current Auxiliaries, Essentials of an Auxiliary, Establishing New Auxiliaries, and CARE. Promote: Building on the VFW Auxiliary Foundation and using the resources in MALTA.*

**July Chief of Staff (COS) – Extension & Revitalization –
Mentoring for Leadership Program Promotion
Page Two**

I have captured some of most important websites on the attached sheet: “2024-2025
COS Resources Page.. To learn more, visit our website:
<https://vfwauxca.org/di/vfw/v2/default.asp?pid=95338>.

Please do not hesitate to call or write if you have a question or comments

Traci Lewis Ventress
Department of California
Chief of Staff
[*porkysangle@sbcglobal.net*](mailto:porkysangle@sbcglobal.net)
562-633-1996