

CHIEF OF STAFF MONTHLY BULLETIN



Peace, Love and Patriotism



*From Sea to Shining Sea, Honoring Veterans Who Keep Us
Free*

WELCOME AUGUST!



DEPUTIES...

**WE ARE ON OUR WAY TO HEALTHY
AUXILIARIES!!!!**



BY NOW YOUR AUXILIARIES SHOULD HAVE...

- **FORWARDED THE INSTALLATION REPORT TO DEPARTMENT AND NATIONAL HEADQUARTERS.**

- SUBMITTED THE BOND APPLICATION FOR THE PRESIDENT AND TREASURER WITH AN INDEMNITY COMPANY AUTHORIZED BY NATIONAL HEADQUARTERS OR THE DEPARTMENT.
- COMPLETED THE LAST QUARTERLY AUDIT AND MEMBERSHIP STATUS OF THE VFW AUXILIARY GIVEN TO THE POST COMMANDER. THIS NEEDS TO BE DONE WITHIN 30 DAYS OF ASSUMING THE OFFICE OF PRESIDENT.



HEALTHY AUXILIARIES VS STRUGGLING AUXILIARIES

GREEN - HEALTHY AUXILIARIES

- Auxiliaries that are healthy are "good to go."

YELLOW = STRUGGLING AUXILIARIES

- Auxiliaries that are struggling and will need some mentoring.

RED - SUSPENSION

- The Auxiliary will be put on suspension as a time to step back and regroup.



TOOLS FOR SUCCESS

These can be found in "MALTA" under
Member Resources

- "Understanding Auxiliary Traditions" video
- Healthy Auxiliary Tool Kit
- Extension, Mentoring and Membership Tools

Other Helpful Resources

- *Current Podium Edition: Bylaws and Ritual*, available from the VFW store, vfwstore.org
- *Roberts Rules of Order* (parliamentary procedure guide)
- Ambassador, Conference Chairman, Department Chairman bulletins
- Ambassador blog posts posted in MALTA Member Resources as well as our Department Website
- VFW Auxiliary National and Department social media, Facebook, Instagram, You Tube and Pinterest
- VFW Auxiliary e-newsletter, sign up for it at vfwauxiliary.org or add your email to your MALTA profile to keep you up to date and current on Auxiliary business



GOOD MENTORING

"Open the door, open your eyes, open your heart."

- Be kind, not right
- Mentor must be dedicated, knowledgeable and supportive of all members
 - Know how to communicate
 - Kind to everyone
 - Positive never negative
 - Make every member feel important
 - Show appreciation
 - Develop genuine interest in members
 - Respect, listen and smile!
- Remember, everyone has talent and something to contribute

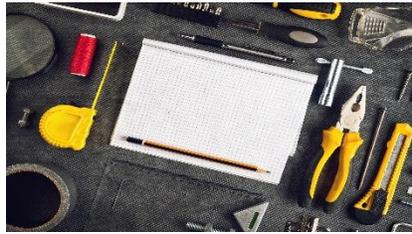
Mentoring With Care

C...Catch the member when they first join

A...Ask the new member to participate

R...Remember what it felt like to be a new member

E...Engage them in a program that fits them



Mentoring Tools

- ***VFW Auxiliary Mentoring Guide: Relationship Building for the Future.***
 - **5 Essentials of an Auxiliary card**
 - **Starting a New Auxiliary Card**
- **Guide to Using Technology to Conduct an Auxiliary Meeting**
 - **Personal Mentoring Card**
- **Strengthening Auxiliaries - 30 ways to Recruit, Retain and Mentor Members**
 - **Publicity Tool and Sample Speeches**
- **Online Auxiliary Academy which includes the Auxiliary Traditions video and handout**



EXTENSION AND REVITALIZATION

5 Essentials of an Auxiliary

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

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

Establishing New Auxiliaries

Whether a VFW Post decides on its own it wants an Auxiliary or whether an Auxiliary member or non-member sees the potential for a new one, the steps for creating an Auxiliary are the same.

- A VFW Post must vote by 2/3 majority to have an Auxiliary. (An Auxiliary can never exist on its own without a Post and can never be started without that Post's permission.)
- The Department President appoints the official organizer of that Auxiliary, and the organizer must be a member of the Auxiliary.
- A minimum of 15 eligible applicants must be on the Charter application. Transfers are accepted at the closure of the institution just prior to the installation of the newly-formed Auxiliary.

Helpful Resources

- Why Having an Auxiliary Can Boost Your Post (Unaffiliated M
 - Membership Recruitment and Retention Tools
- Strengthening Auxiliaries - 30 Ways to Recruit, Retain and Mentor Members
 - Top Ten Reasons for Your Post to Have an Auxiliary
 - Online Auxiliary Academy which includes the Auxiliary Traditions video and handout

MONTHLY REPORT FORM

- Name and Post Number of Auxiliary:
- Name of President:
- Number of members attending meeting:
- Have all officers been elected, installed and reported to National headquarters?
- Have the President and Treasurer been bonded?
- Do they have any questions or concerns

Deputies, please remember to send in your Monthly Report Form so we can ensure our Auxiliaries are doing what they need to be "Healthy."

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