



**STATE OF ILLINOIS**

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*2018-2019 Series*  
**General Orders No. 8**  
*February 2019*

**ILLINOIS VFW NEWS**

State Commander Donald Boyer has appointed Michael DeRoss as the Editor of the *Illinois VFW News* effective November 1, 2018.

**ATTENTION POST QUARTERMASTERS**

Quartermasters are reminded and encouraged to go to the Online Membership System (OMS) and click on the reports listing members that are 30 and 60 days from expiration. All officers are encouraged to make every effort to contact these continuous members and ask them if they are ready to renew their membership or become Life Members prior to their expiration date. Remember that the Post Relief Fund can help pay the dues of a member that wishes to remain a member but is financially unable to pay his/her dues.

**SEC. 219 - RELIEF FUND**

**Section 219 of the National by-laws is quoted below:**

A relief fund will be established and maintained by the Posts. In this fund shall be credited the net proceeds of the distribution of Buddy Poppies and such other monies as may be solicited or donated for veterans relief purposes. Expenditures from the relief fund shall be as prescribed in Section 219 of the Manual of Procedure.

***Any audit submitted to Department that does not indicate that the Post is maintaining a Relief Fund will be rejected and returned for correction.***

**IMPORTANT – STATE CONVENTION**

***The Wyndham Springfield City Centre Hotel, located at 700 East Adams Street in Springfield, will be the Convention Headquarters for the VFW. The Auxiliary Headquarters is the President Abraham Lincoln Springfield a DoubleTree by Hilton Hotel; this hotel is located at 701 East Adams Street in Springfield.***

*Room reservations for the President Abraham Lincoln Hotel can be made using the link on our website, [www.vfwil.org](http://www.vfwil.org), calling the hotel directly or by contacting this Headquarters. Reservations for the Wyndham can be made by going to the link on our website, filling out the form and mailing it or faxing it to this office.*

Make sure to mention the group code: *VFW*

Reservations can also be made directly with the hotel by going to the website below:

<http://doubletree.hilton.com/en/dt/groups/personalized/S/SPIASDT-VFW-20190612/index.jhtml>

### **BONDS**

*Posts not bonded with the State of Illinois VFW are required to provide State Headquarters with a copy of the Surety Bond with a Fidelity Company approved by your Post membership. Bonds are valid from September 1 through August 31 annually. State Headquarters allows a 90-day grace period in bond renewal. If you have questions or concerns, please contact Mike at (217) 529-6688.*

### **REGISTRATION – STATE CONVENTION**

Included in this General Orders is the Advance Registration Form for the State Convention; delegates can also be registered by going to [www.vfwil.org](http://www.vfwil.org) and clicking on the General Orders tab. The registration fee is \$15.00 until June 7<sup>th</sup>, 2019, and is \$17.00 after June 7<sup>th</sup>, 2019. Letters of registration confirmation will be mailed to registrants after the proper registration fee has been paid. Registrants will be required to present this confirmation when they check in at the convention registration desk at the Wyndham Springfield City Centre Hotel.

**REMINDER:** Delegates **will not** be allowed to vote until such issues have been resolved if the Post is in arrears for membership per capita tax, supplies, poppies or any other type of financial obligation to the Department. The Post must be bonded, inspected and all audits including the March 31, 2019, audit must be submitted and approved.

Delegate strength to the convention is based on one delegate and one alternate delegate per thirty members or fraction thereof.

### **ELECTION AND INSTALLATION OF POST OFFICERS**

Section 217 of the Constitution, By-Laws and Manual of Procedure, states that *prior to the opening of nominations, the Post shall decide which form of election shall be used, unless the Post By-Laws specify the manner of election.*

*Any nominee shall have the opportunity to decline nomination for the office to which he has been nominated before nominations are closed. A member making the nomination of an absentee for any office shall have presented to the Adjutant, in writing, the consent of the member being nominated prior to the opening of nominations. Nominations of Post Officers shall open in March and remain open until the Post is ready to vote, provided, however, that when a poll system is used, nominations must be closed at the meeting prior to the election to allow the Adjutant to prepare a printed ballot.*

*Post officers shall be elected in April. Balloting for Post Officers may be conducted by open vote or written secret ballot (handwritten or printed) at a regular Post Meeting, or, if required*

by Post By-laws or authorized by Post vote prior to the opening of nominations, by a poll system and preprinted ballot. **Absentee ballots and proxy votes are prohibited.**

*A majority vote of all votes cast, except where otherwise designated, shall be necessary to elect. If there be no election on the first ballot, the name of the comrade receiving the lowest number of votes shall be dropped and so on in successive ballots until an election is made.*

*If irregularities are claimed with respect to the election to any office, such challenge must be made in a writing containing specific details concerning the irregularities, signed by the challenger, and forwarded to the District Commander, mailed no later than three (3) days after the election.*

Complete details regarding the election of Post, District, County Council and Department Officers are available in the 2018-2019 Podium Edition of the National Constitution, By-Laws and Manual of Procedure. Every Post is urged to purchase a copy of the Podium Edition from the VFW Store for a nominal fee.

### **120TH VFW NATIONAL CONVENTION**

Orlando Florida is the host city for the 120<sup>th</sup> VFW and 106<sup>th</sup> Auxiliary National Conventions. VFW and Auxiliary members will convene at the Orange County Convention Center July 20-24, 2019. Convention housing opens on February 15<sup>th</sup>, 2019 and hotel reservations can be booked via the VFW website [www.vfw.org](http://www.vfw.org).

### **NATIONAL CONVENTION REGISTRATION**

Section 222 of the Manual of Procedure states each Post will pay, in advance, a National Convention Registration Fee of \$25 ó which shall entitle the Post to a packet of convention information and materials and one identified registered delegate for the National Convention. Please note each additional delegate attending the National Convention will have to pay an additional \$10 delegate fee. Information on delegate registration will be available at a later date.

### **ONLINE DONATIONS**

Posts and individuals have the opportunity to make donations to the Veterans of Foreign Wars by going to our state website, <http://www.vfwil.org>. Once on the website, by clicking on "Donation" link and following the instructions. Through that same form, it is also possible to purchase banquet tickets for state events, pay for poppies, and make donations for the x-sheet to the Department of Illinois VFW Programs. ***Don't forget to specify what the donation is for under the "allocate funds to". Please note, if you are paying for poppies, supplies, or VFW Programs, we need your Post number!***

### **NATIONAL BY-LAW CHANGES REGARDING ELECTION OF OFFICERS**

Officers at all levels should take note of the changes in Part 216 and 416 of the National By-Laws regarding the election of officers. This is a significant change. Please review your Post/District By-Laws immediately.

Section 416 ó Elected and Appointed officers; Chairmen and Committees.

(c) The District may elect or the District Commander may appoint a Judge Advocate, Surgeon, Chief of Staff or Officer of the Day if required by District By-Laws.

Section 216 - Elected and Appointed officers; Chairmen and Committees.

(c) The Post may elect or the Post Commander may appoint a Judge Advocate, Surgeon, Officer of the Day and/or Guard if required by District By-Laws.

### **DEPARTMENT BY-LAW CHANGES**

Resolutions having effect on the By-Laws of the Department must be submitted in ***proper form*** and received by State Headquarters by no later than **May 1, 2019** so that the resolutions can be circulated to all Posts within the proper time prior to the State Convention. Resolutions affecting the Department By-Laws received after that date cannot be considered at the convention. **If you have questions regarding proper form please contact State Headquarters.**

### **COMMUNITY ACTIVITIES RECORDBOOK**

Community service, as defined by the National Community Service Trust Act "encompasses any human act serving the common good; in the interest of the community." Elsewhere, community service is further defined as "a service that is performed for the benefit of the public or its institutions."

Annually we ask all VFW Posts to submit record books detailing their Community Service Projects. We encourage Posts to gather pictures, newspaper clippings, letters, receipts, etc and compile this important record of your Post's activities in your community. We are receiving fewer and fewer entries each year for judging; ask for volunteers in your Post to assemble this important part of your Post's history. Please contact State Headquarters if you have any questions.

When the Community Activity Record Books are submitted for judging they must have the official entry form attached to the inside front cover. The Official Entry Form is in the Commander's Leadership Manual and your record book must be in State Headquarters by May 3, 2019, for judging on May 6, 2019.

### **IMPORTANT INFORMATION REGARDING THE IRS**

*This applies to Departments, Districts and Posts:*

If your Post is paying bartenders, waiters/waitresses, cleaning personnel, or officers of the Post in an amount that exceeds \$599 per year, *by cash or check*, and are not deducting the appropriate Federal and/or State Withholding Taxes. You could be in violation of the Internal Revenue Service directives which stipulate that any persons being reimbursed for travel, expenses, etc. in excess of \$599 are to be issued a *Form 1099*.

### **VOTING AT DISTRICT CONVENTIONS**

Each member of a District Convention or District meeting are those persons defined in Section 404 of the By-Laws, except delegates elected by the Posts, present at a District Convention or meeting shall be entitled to one vote, and an individual possessing more than one qualification for membership in the District Convention or meeting shall have no more than one vote. The

delegate or delegates of a Post present at a District Convention or meeting shall be entitled to vote the full delegate strength to which the Post is entitled. Should there be a division among the delegates representing the Post, each delegate present shall cast his pro rata share of the total voting strength of the Post. For the purpose of this Section (Section 421-Voting), a Post Commander shall be considered a delegate. A roll call vote may be required and entered upon the record at the call of any three officers or delegates representing three different Posts. This means that District Elections are determined, not by the number of individuals present and voting, but by the amount of weighted vote that each Post possesses.

### **DEPARTMENT CONVENTION AD BOOK**

The Program Book Order Form for the 98th Annual State Convention is included in this General Orders. Full Page Ads are \$200, Half Page Ads are \$100 and Quarter Page Ads are \$75. Ads on the Inside Front or Back Cover are \$300 and outside back cover is \$350. (Contact Headquarters Office for availability of Cover Pages) Please mail your ad form, picture (*if applicable*) and payment to Editor, State Convention Program Book, P.O. Box 13206, Springfield, IL 62791-3206 or e-mail to [vfwil@vfwil.org](mailto:vfwil@vfwil.org).

Ads must be received in State Headquarters no later than **April 30, 2019**. ***PAYMENT FOR ADS MUST BE REMITTED AT TIME OF PLACEMENT!***

### **POPPY ORDERS**

Order your poppies now for your Memorial Day Sale or for your Poppy Display. Ordering is easy! order electronically from our webpage at <http://www.vfwil.org>, or fill out the form and mail or fax or just call us. Remember you need to:

- Order in increments of 500 poppies and are priced at \$130.00 per 1,000 poppies.
- Remember - your poppies should be ordered 6 to 8 weeks in advance of your sale. A shipping charge will be added to the invoice for poppies that are shipped from State Headquarters. Order early to avoid a shipping charge!
- Your order will be shipped to the *name* of your Quartermaster, Commander, Poppy Chairman, etc, but not to "VFW Post \_\_\_\_" or just "Commander", "Quartermaster".
- ***Please include a street address.*** Poppies are shipped via UPS and cannot be delivered to a Post Office Box.
- Poppies can be paid for by check or by credit card. ***Please submit payment with your order or pay promptly when invoiced.***
- Be sure to put an actual sale date on your order; do not put RUSH or ASAP.
- Poppy cans, caps, table covers, vests, aprons, etc. are ordered directly from the VFW Store at National Headquarters.
- ***Special Note: If you have ordered your poppies from the State website and didn't pay with a credit/debit card, please do not send a paper copy of your order form if paying with a check. This will eliminate the possibility of a duplication of your order.***

OFFICIAL:



MICHAEL A. DE ROSS  
State Adjutant-Quartermaster

BY ORDER OF:



DONALD BOYER  
State Commander