



STATE OF ILLINOIS

Phone: (217) 529- 6688
Fax: (217) 529-5347

P.O. Box 13206
Springfield, IL 62791-3206

E-mail: yfwil@yfwil.org
Website: www.yfwil.org

2018-2019 Series
General Orders No. 5
November 2018

ILLINOIS VFW RAFFLE CALENDAR

The **2019 Illinois VFW Raffle Calendar**, approved at the February 2018 Council Meeting is on sale through the Illinois VFW State Headquarters Office. Calendars are \$20 and they would make excellent Christmas presents! The drawing will begin with the Illinois Lottery Midday Pick Four drawing on January 1, 2019 and continue daily through December 31, 2019. The Midday Pick 4 will determine each day's winning calendar. This is a great way to support our Veterans Service programs while having an opportunity to win 365 times in 2019. The raffle calendar will take the place of the 2019 Mid-Winter Sweepstakes Raffle in February. Complete rules can be found on our website.

NATIONAL APPOINTMENTS

Congratulations to the National Aide-de-Camp Medal of Honor Class Appointees listed below:

Sammy Davis, Post 4549, Robinson, Illinois
Harold Fritz, Post 2078, East Peoria, Illinois
Allen Lynch, Post 4308, Lake Villa, Illinois

Congratulations to the National Deputy Chief of Staff Appointees listed below:

Christopher Garza, Post 8821, Chicago, Illinois
Glen Goodrich, Post 4495, Taylorville, Illinois
Paul Hymes, Jr., Post 1303, Rock Island, Illinois
Lee Wallace, Post 1117, Caseyville, Illinois

Congratulations to the National Assistant Inspector General Appointees listed below:

Thomas Bailey, Post 886, Pontiac, Illinois
Paul Bezazian, Post 8322, Chicago, Illinois
Ruben Hernandez, Post 2955, Roscoe, Illinois
Frank Tyree, Post 10302, Springfield, Illinois

Congratulations to the members who have received an Appointment.

SECTION 709-CONTROL OF UNITS

TO POST OFFICERS: Please review Section 709, Control of Units, in the National By-Laws and Manual of Procedure in its entirety. You are not authorized to sell or transfer property, borrow against the assets of the VFW Post without the full knowledge and consent of the Post membership thirty (30) days prior to the sale, purchase, transfer or encumbrance. You must advise all members of the meeting where there will be a discussion of such action. You must notify Department Headquarters of the outcome of this meeting at which time the State Commander will either approve or disapprove the action. Only then will he authorize the Post to continue with the sale, purchase, transfer or encumbrance. You are reminded that you have a fiduciary responsibility in the position you have been elected to. Any deviations from said By-Laws will nullify the transaction and any officers violating these By-Laws will be subject to removal.

INTERNAL REVENUE SERVICE FORM 990

The deadline for filing the Federal IRS Form 990 is November 15th and the IRS can levy a \$10.00 per day penalty for every day the 990 Form is late. The forms are available on the IRS's website at www.irs.gov. It is the responsibility of the Post Commander and Quartermaster to make sure this form is prepared and submitted on time to the IRS. *Please forward a copy of your completed 990 to this Headquarters.*

AG-990 STATE OF ILLINOIS

Any Post that has applied for a Bingo License, Las Vegas Night License and Gaming License or a Pull Tab License will probably be receiving an AG-990 Form from the State of Illinois Attorney General's office for filing and if you have one of the above licenses, you are required to file this form unless your Post has received an exemption from the Attorney General's Office. *Please forward a copy of your completed AG990 to this Headquarters.*

IRS FORM 990-T

VFW Posts that have unrelated business income must file an IRS Form 990-T. The 990-T must be filed by November 15th of each year and this form is available on the IRS's website at www.irs.gov. It is the responsibility of the Post Commander and Quartermaster to make sure this form is prepared and submitted on time to the IRS. *Please forward a copy of your completed 990-T to this Headquarters.*

FEBRUARY COUNCIL OF ADMINISTRATION MEETING

The February Council of Administration Meeting and Voice of Democracy Banquet will be held February 8-10, 2019 at the President Abraham Lincoln, A Doubletree by Hilton Hotel, 701 East Adams Street, Springfield, Illinois 62701.

To reserve a reservation for February, you may call the hotel directly at (217) 544-8800 and give them our group code: **VVD**. Or you may reserve a room online or go to our website at www.vfwil.org, click on the link for February Hotel Reservation Form (VOD).

VOICE OF DEMOCRACY BANQUET

The State of Illinois VFW will be celebrating its Annual Voice of Democracy Banquet on Saturday, February 9, 2019 at the President Abraham Lincoln Springfield - a DoubleTree by Hilton Hotel. Tickets are available for \$35 per person. Tickets may be ordered online by making a donation at <http://vfwil.org/> and allocating the funds to *Voice of Democracy Banquet*. You may also call State Headquarters (217) 529-6688.

District Prime Tables will once again be available; they are to be ordered by and paid for by the District Commanders who will decide who will be seated at these tables. ***Reminder – these are tables of ten.***

POST RELIEF FUND

Section 704 of the Manual of Procedure outlines the various things for which the Post Relief Fund can be used. ***(a) Aid, assistance, relief, and comfort of needy or disabled veterans or members of the Armed Forces and their dependents, and the widows and orphans of deceased veterans. (b) Maintenance and expansion of the VFW National Home for Children and other facilities devoted exclusively to the benefit and welfare of the dependents, widows, and orphans of disabled, needy or deceased veterans or members of the Armed Forces; (c) Necessary expense in providing entertainment, care, and assistance to hospitalized veterans or members of the Armed Forces; (d) Veterans rehabilitation, welfare and service work; (e) To perpetuate the memory of deceased veterans and members of the Armed Forces, and to comfort their survivors. (f) To foster true patriotism through historical and educational programs.***

Relief funds may be invested in approved securities but shall not be loaned to the Post or other units, or transferred from the relief fund in any manner or under any guise, except that relief funds may be transferred to the general fund for remission of dues of sick, needy or disabled members. ***This does not include Post building projects, hall remodeling, color guard uniforms or any other expenditure that does not follow the guidelines as outlined in Section 704.***

The Trustee Report of Audit MUST show a Relief Fund!

V.F.W. POST INSURANCE INFORMATION

The VFW National Headquarters offers a no-cost accidental death and dismemberment policy to all members of the V.F.W. This is NOT a Life Insurance Policy; all members in good standing are insured under the VFW Sponsored \$1,000 Personal Accident Insurance Plan. The plan reduces at ages 70 and 75. Inquiries about this plan and how to file a claim can be directed to Customer Service at 1-800-626-0027.

As a member you have exclusive access to many types of insurance policies sponsored by the V.F.W. The V.F.W. works hard to provide valuable products for its members for the best possible rates. Go to www.vfwinsurance.com to see what policies are offered.

RESPONSIBILITY OF TRUSTEES

Each VFW Post should have ***three elected trustees*** who will, at least monthly, review the Monthly Report of Receipts and Expenditures of the Post Quartermaster. Within thirty (30) days from the end of each quarter, they should properly audit the books and records of the Post Quartermaster and submit a Post Trustees report of Audit to the Department Quartermaster for referral to the Department Inspector. Please see Sec. 218 of the National By-Laws and Manual of Procedure for complete information on the duties of Post Officers.

PLEASE NOTE: Effective November 1, 2018, Trustee Reports of Audit will no longer be accepted through the vfwil.org website. Inspectors from the National Headquarters were concerned that the State Headquarters was accepting audits without the signature of the Trustees being affixed. They indicated that checking the box on the bottom of the electronic form was not sufficient.

Therefore, before the Department Headquarters accepts an audit it must be signed by the trustees and the Department HQ must have evidence that it was signed. You may mail the form to HQ, or you may fax the form to HQ or you may scan the signed form and email it to HQ.

VETERANS DAY – NOVEMBER 11TH

All V.F.W. Posts are urged to make plans to observe Veterans Day on Sunday, November 11th, 2018. *Patriotic Speeches can be found on National Headquarters' website at www.vfw.org.*

COMMUNITY SERVICE GUIDELINES FOR REPORTING

When you are reporting on your activities, please remember - The money that should be reported are the dollars donated or expended in the performance of the community service hours reported, plus \$0.14 per mile for each mile driven by the volunteers. Posts should not report any figure derived from the value of hours worked.

POST COMMANDER & QUARTERMASTER AWARD

Posts recruiting 5% of their prior membership (as recorded on Memstats as new and reinstated members), with a minimum of six members, by January 15, 2019 will receive a special award. The Post Commander and Quartermaster will receive a special embroidered State Commander's jacket. (Note: Partial numbers will be rounded up to the next whole number). Jacket size forms will be sent to qualifying Post Commanders and Quartermasters and these forms must be received at State Headquarters no later than February 15, 2019.

CHANGES TO SUBSCRIPTION DUES

The changes to subscription dues to a "DMV" model now allows anyone who becomes a member or renews membership after July 1, 2018, to postpone expiration until the last day of their 12th month. For example, if a new member joins on July 5, or an existing member renews on July 5, 2018, their dues now expire on July 31, 2019.

The annual membership card (effective July 1, 2018) reflects the month and year dues expire.

Current members that are in good standing as of July 1, 2018, have been extended in OMS through the last day of the month when their dues are scheduled to expire. Regardless of the month they renewed, as long as they were in good standing as July 1, 2018, they now have until the end of the expiration month to renew their dues.

Officers and committee members, whose membership is not in good standing by reason of failure to pay current dues by their anniversary date, shall forfeit eligibility to hold office for the remainder of the administrative year.

ASCAP/BMI LICENSE FEE

Public Law 97-366 exempts non-profit Veterans Organizations that meet the following criteria:

- ☛ The function wherein live music is performed must be limited to VFW and their bonafide guests and NOT OPEN TO THE GENERAL PUBLIC.
- ☛ All profits, after paying reasonable costs of producing the performance, must be used for charitable purposes.

Posts shall maintain records that will substantiate their claim to exemption as a non-profit organization and should immediately notify ASCAP or BMI representative if they receive invoices for license fee.

REMINDER

If you pay for poppies, tickets, bonds or program donations using a credit card via our State web page, don't forget to indicate what you are paying for and your Post Number.

CONSOLIDATION OF POST CHARTER

Commander-in-Chief Vincent B. J. Lawrence has approved the consolidation of Gung Ho Post 6750, Rantoul, Illinois and Paxton Post 4214, Paxton, Illinois effective October 23, 2018. The consolidated Post is to be known as Gung Ho Post 6750, Rantoul, Illinois. Please update your records accordingly.

CANCELLATION OF POST CHARTER

Commander-in-Chief Vincent B.J. Lawrence has approved the cancellation of the charter of Kenneth E. Donaldson Post 4547 located in Gillespie, Illinois, effective October 31, 2018. Please update your records accordingly.

Happy Thanksgiving!

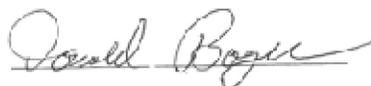
From State Commander Don Boyer, State Officers & Staff

OFFICIAL:



MICHAEL A. DE ROSS
State Adjutant-Quartermaster

BY ORDER OF:



DONALD BOYER
State Commander