

**VETERANS OF FOREIGN WARS OF THE U.S.
DEPARTMENT OF NORTH CAROLINA**

GENERAL ORDER NO. 5

DECEMBER 2011

1. Winter Council of Administration meeting: The Winter Council of Administration Meeting will be held at the North Raleigh Hilton in Raleigh, February 3-5, 2012. There will be two business sessions, one on Friday, February 3, beginning at 3:00 p.m. and the second on Sunday, February 5, beginning at 10:00 a.m. Various committee meetings and training will be held Saturday morning with conference meetings set for Saturday afternoon. Make reservations by contacting the **North Raleigh Hilton, 3415 Wake Forest Road, Raleigh, NC 27609, telephone (919) 872-2323**. Room rates are \$94 plus tax. Comrades are reminded that due to State By-Laws changes, no items can be introduced as new business unless those items have been advertised on the Department's website for at least 45 days. Council members wishing to introduce new business should send their proposal to the Department Headquarters as soon as possible.

2. Registration Fee at Council Meeting: In order to be more closely aligned with procedures at VFW National functions, State Commander Schoolcraft has determined that overall registration fees will be charged at the Council of Administration meetings and State Convention this year. The registration fee for the February council meeting is \$30 per person, payable in advance to VFWNC, P.O. Box 25337, Raleigh, NC 27611 or at the VFW Registration Desk. The registration fee will cover the food at the Friday evening Voice of Democracy/Patriot Pen Banquet, the Department Hospitality Room on Friday and Saturday, and the goody bag with program booklet. All hospitality rooms, to include candidate rooms, will be closed from 6 pm to 9 pm Friday night during the Banquet. For those who do not wish to attend VFW social functions, they do not need to pay a registration fee. For those who wish to attend only certain social functions, the charge is \$20 for just the banquet and \$10 for just the Hospitality Room.

3.VOD and Patriot Pen program : In an effort to follow the lead of the VFW National organization, State Commander Schoolcraft has continued the Voice of Democracy and Patriot Pen programs at Department level this year. The top three VOD winners and their parents, and the top three Patriot Pen winners and their parents will visit Raleigh in the spring to meet the governor, visit the legislature, visit the NC Museum of History, and attend the VOD/Patriot Pen Banquet at the North Raleigh Hilton Hotel on Friday, February 3. Winners will receive their actual awards at their schools, where the VFW will receive better and more widespread community publicity. The top three VOD winners and Patriot Pen winners will be awarded by Department line officers (who may be District Commanders), and the other 14 District-level winners will be awarded by the District Commander or his representative. Awards will be conducted by Department and District representatives in coat and tie attire.

4.Quartermaster Bond Information: The attention of all Post Officers is directed to Section 703 of the National Charter and By-Laws and Manual of Procedures, which requires that each accountable officer of the organization shall be bonded with an indemnity company as surety in the sum of at least equal the amount of funds and value

of property for which, so far as can be anticipated, he may be accountable. The minimum Quartermaster Bond through Department Headquarters is \$3000.00. The fee for \$3000.00 is \$9.00. Additional coverage is available at \$3.00 per thousand under \$25,000 and \$2.50 per thousand above \$25,000. Bond forms were distributed to all District Commanders in June, and are on line at www.vfwnc.org. All quartermasters must be bonded immediately. There are no exceptions. If the Post Quartermaster does not have the required forms to order his Quartermaster Bond, he should immediately contact this headquarters at 919-828-5058 or at qm@nc.vfwwebmail.com or at P.O. Box 25337, Raleigh, NC 27611. It is the Post Commander's ultimate responsibility to make sure that the bond, once issued, remains in force by insuring that the Trustees accomplish complete and thorough audits of the Quartermaster and other bonded officials. Failure to bond the Post Quartermaster by 1 January 2012 will result in suspension of a post's charter. Those posts whose Canteen Managers, Bartenders, Bingo Managers, or Kitchen Managers are insured under the Employee Dishonesty Clause of their liability insurance policies must submit to Department Headquarters copies of the policy pages which reflect the insurance company name, the post name/number, the dollar amount of employee dishonesty coverage, the inclusive dates of coverage, and page explaining the coverage. Posts which have this coverage do not need to bond those employees with the Department. This type of insurance' Employee Dishonest Clause does not cover the Quartermaster or the Men's Auxiliary Treasurer, who must have a surety bond.

As of 18 November, the following posts do not have a valid Quartermaster Bond:

1706 Lincolnton	1957 Hickory	2573 Wilmington
2574 Eden	2756 Thomasville	2843 Pembroke
3702 Roanoke Rapids	4059 Mint Hill	4096 Norlina
4203 Rockingham	5204 Forest City	6066 Nakina
6812 Hayesville	7314 Hamlet	7775 Charlotte
9136 Mt. Holly	9158 Maxton	9337 Gastonia
9736 Croft	9751 Marshville	9850 Tarboro
10000 Hiddenite	10630 Hope Mills	

NOTE: Districts 9, 10, and 14 are not bonded. Failure to bond the District Quartermaster by 1 January will result in suspension of the district, and no Winter District meeting can be held.

5. Canteen fees: Posts operating a Canteen as defined in the department by-laws and which have not done so should remit immediately to Department Headquarters the annual Canteen Fee of \$50.00 for the 2011-12 year. Those posts that do not submit this fee will be considered to be in arrears to the Department. Failure to pay the Canteen Fee by 1 January 2012 will result in the closure of the post's canteen until the bill is paid. Posts which are operating a canteen without Department permission should immediately obtain such permission or risk closure and disciplinary action. As of 18 November, the following posts had not paid their Canteen Fee:

1706 Lincolnton	2401 Beaufort	2417 Henderson
2908 Albemarle	4066 Shelby	4203 Rockingham

5198 Canton
6651 Wilson
7339 Franklin
9337 Gastonia

5206 Hendersonville
6724 Paw Creek
8866 Holden Beach
9899 Archdale

5305 Newton
7314 Hamlet
9157 Black Mtn

6. Missing State Convention Delegate Fees: In accordance with Article VIII, Section 4, of the Department By-Laws, each post must pay a Convention registration fee of \$3.00 for each delegate and \$3.00 for the post commander. These fees must be paid whether the post attends the Convention or not. As of 18 November the following posts have not yet paid their 2011 convention fees, and therefore are in arrears to the Department. Failure to pay the 2011 State Convention Fee by 1 January 2012 will result in suspension of a post's charter. Quartermasters should pay these fees to the Department Headquarters as soon as possible.

1706 Lincolnnton - \$21
9131 Salisbury - \$6
9751 Marshville - \$6

6369 New London - \$6
9136 Mt. Holly - \$6
10000 Hiddenite- \$9

8969 Lumberton - \$6
9158 Maxton - \$6

7. Change to Department By-Laws Concerning Canteens: The 81st Department Convention in June 2011 approved the following change to the Department By-Laws, Article XVI, Section 5: It now reads *"Hours during which the Canteen shall remain open must be prescribed in the Canteen By-Laws. All activities will cease at a time to be in accord with local and state laws. Every Post Canteen shall be closed to members of the Post during every Post meeting, and to members of the District during the Joint and Comrades' portions of the District meeting hosted by that Post. Similarly, every Post Canteen shall be closed to members of the Auxiliary during every Auxiliary meeting, and to Auxiliary members of the District during the Joint and Auxiliary portions of the District meeting hosted by that Post."*

8. Check-writing from Posts to Department: Due to the change of the Department Headquarters computer accounting system from Peachtree to Quick Books, posts should prepare a separate check for each transaction sent to Department. For example, a Quartermaster Bond payment and a Canteen Fee payment should not be included on the same check. However, multiple payments for the same subject can be included on a single check, such as six Men's Auxiliary members dues being paid at one time.

9. New State By-Laws: 2011-2012 Department (State) By-Laws (paper version) are available for purchase from the department headquarters for the sum of \$2.00 per booklet, which includes postage. The State By-Laws are also available on a disk, which includes the by-laws, all department forms, the complete state directory roster, and all other department pamphlets. It is available from department headquarters for the sum of \$5.00, which includes postage.

10. New National By-Laws: 2011-2012 National By-Laws and Manual of Procedure (Podium Edition) is now available for sale at Department Headquarters. They have a black cover. The cost is \$10 per book, which includes postage.

11. Post Service Officer Guides: The most recent National Post Service Officer Guide (2011 edition) is available for purchase from the department headquarters for the sum of \$10 per guide, which includes postage.

12. Report Female Comrades: She Serves Committee Chairman Frances Crawford requests that all posts and districts report the names of all their female comrades to her at 910-860-2726 or sheserves@nc.vfwwebmail.com. This is in order for her to correct National's database.

13. Post members mentoring requirements: Post Commanders are reminded that in order to achieve All State status in 2011-2012, the Post Commander will need to submit to Department Headquarters a form stating that all new and reinstated post members were personally contacted at least once during the year by telephone or in person by a post comrade/mentor, and invited to a meeting or post event. This form is to be found in the 2011-2012 Department Membership Program book.

14. Roster Changes:

*Under the Department Officers' section, add Past State Commander James Goins as the Chairman of the Distinguished Guest Committee. His address is 2623 Goins Lane, York, SC 29745, and his telephone is 803-684-9958. All current members of the committee remain in place.

*Under the Department Officers' section, add Steve Williams as a member of the Distinguished Guest Committee. His address is 3110 Austin Chaney Road, Monroe, NC 28110, and his telephone is 704-238-8335.

*Under the District 13 section, the new Post Quartermaster of Post 10225 is Ralph Church at 7928 McGuire Drive, Raleigh, NC 27616.

*Under the District 17 section, the Post Quartermaster of Post 8013 is Don Moon at 45 Battle Street, Bryson City, NC 28713, telephone 828-488-1706. He is also the Post Adjutant.

*Under the District 17 section, the new Post Commander of Post 9493 is Daniel Lee at 40 Brayer Lane, Cullowhee, NC 28723, telephone 828-399-9032. The new Post Quartermaster of Post 9493 is Richard Wittekind at 455 S. Country Club Drive, Cullowhee, NC 28723.

BY ORDER OF:

**JASON SCHOOLCRAFT
STATE COMMANDER**

OFFICIAL:

M. Bruce Edwards

**M. BRUCE EDWARDS
STATE ADJUTANT/QUARTERMASTER**