

## **WITH REGARD TO QUARTERLY AUDITS....**

The CDC guidance and orders from law enforcement and the government related to gatherings should be followed. However, audits can be circulated by email for review and signature. Additionally, you do not have to have a monthly meeting to complete the audit. You have a full 30 days after the end of the quarter to complete and submit an audit which should be sufficient even when arrangements must be made.

Audits are an important element of financial integrity in our organization. They are due April 30th for the period of January 1st through March 31st.

Please let us know if you have any questions.

VETERANS OF FOREIGN WARS OF THE UNITED STATES

DEPARTMENT OF VIRGINIA

CHAIRMAN, CREDENTIALS COMMITTEE

97<sup>th</sup> Annual State Convention, Portsmouth, Virginia June 11 – 14, 2020

Below are listed the Delegates and alternates duly elected at a regular meeting of Post \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

	Name	Title		Name	Title
1			21		
2			22		
3			23		
4			24		
5			25		
6			26		
7			27		
8			28		
9			29		
10			30		
11			31		
12			32		
13			33		
14			34		
15			35		
16			36		
17			37		
18			38		
19			39		
20			40		

Official:

Yours in Comradeship,

\_\_\_\_\_  
Post Adjutant

\_\_\_\_\_  
Post Commander

MAIL TO:

State Adjutant  
403 Lee Jackson Hwy  
Staunton, VA 24401

Elect one (1) Delegate and one (1) Alternate for each 30 members or fraction thereof in good standing in the Post at the date of election. Delegate strength to be based on State Quartermasters records as of March 31, 2020, with the exception of New Posts organized after that date and prior to opening date of State Convention - June 11, 2020. Each Post must pay \$3.00 for every delegate that they are entitled to. Please send form and check to State Headquarters by June 1, 2020.

Please make sure you put Comrades that **ARE ATTENDING** the State Convention first.

Delegate fees **must be paid** regardless of whether anyone is attending the State Convention or not.

**VETERANS OF FOREIGN WARS**



**DEPARTMENT OF VIRGINIA**

**NUMBER 10**

403 Lee Jackson Highway  
(540) 886-8112

*"Communicate for Success"*

FAX: 866-416-0586  
Website: [www.vfwva.org](http://www.vfwva.org)  
Email: [statehq@vfwva.org](mailto:statehq@vfwva.org)

**April 1, 2020**

Staunton, Virginia 24401  
In Virginia 800-888-3521

**GUIDE TO THE GO:**

Articles are listed by number not by pages:

- |  |  |
|--|--|
| 1. Commander's Message                         | 14. IRS Form 8822-B                            |
| 2. District Meetings                           | 15. Legacy Life Membership                     |
| 3. Active Membership                           | 16. Life Member Drawing                        |
| 4. Audits                                      | 17. Membership                                 |
| 5. Awards                                      | 18. National Convention                        |
| 6. By-Laws Committee                           | 19. Post Elections                             |
| 7. Candidate for State Quartermaster           | 20. Posts in arrears for Financial Obligations |
| 8. Commander-in-Chief Hal Roesch Homecoming    | 21. Resolutions                                |
| 9. Delegates to District/Department Convention | 22. Special Order No. 188                      |
| 10. District Meetings and Convention           | 23. State Convention                           |
| 11. E-Mail Account Access                      | 24. 2020-2021 State Homecoming                 |
| 12. General Orders                             | 25. The Home Depot Grant                       |
| 13. Important Dates                            | 26. VFW Riders                                 |

**1. COMMANDER'S MESSAGE:**

"May you live in interesting times." Often said to be an ancient Chinese curse, there is no substantive evidence that the saying was an ancient or modern Chinese curse. The expression was traceable to the British diplomatic service in China circa 1936. That being said, we certainly are living in interesting times. With the CORONAVIRUS making its way through the country we must adjust our daily lives to minimize exposure.

The Commander in Chief has issued an executive order allowing Posts to delay elections until their next meeting. Current elected officers will remain in office until that process can be completed.

Section 203 of the National By-Laws allows Posts to hold electronic meetings subject to certain conditions. I authorized Posts to conduct electronic meetings even if they had not previously adopted procedures to do so. Their meeting could be conducted on a telephone conference bridge, by video, email or any other suitable method. The takeaway is that Posts must strive to hold their nominations and elections. The Commander in Chief's directive does not authorize a Post to indefinitely postpone elections.

On a lighter note, on March 2, I was privileged along with my counterpart Auxiliary President Marcia Semones, to escort Virginia's Voice of Democracy winner Sophie Crowder to the stage at the VFW's annual parade of winners in Crystal City. Sophie, from South Hill, placed just under the top tier of winners and was awarded \$2000 for her essay.

Recruiting and retention during this trying time can be a challenge. That doesn't mean we can just stop. Posts should be working their unpaid lists to try and get members to renew. It doesn't require face to face contact, just a phone

call. Consider sending them an email letting them know a call is forthcoming. That way they might just answer the phone.

We are still working to get a new Post in Kilmarnock and 3 Posts over the 50-member hump. Chief of Staff Tom Hines reports that Amherst, Tasley, Stuarts Draft and Lebanon are possibilities.

In closing I urge everyone to stay healthy and take the precautions that the CDC is recommending to thwart the spread of the Corona virus.

Rick Raskin  
State Commander

## 2. DISTRICT MEETINGS:

1 <sup>st</sup>	Date: 5/16/20 Meeting: 11:00 AM Location: Post 3219 Phoebus 122 Mellon St, Hampton Rep: JVC Butch Schupska	7 <sup>th</sup>	Date: 5/16/20 Lunch: 11:30 AM Meeting: 1:00 PM Location: Post 9760 Berryville 425 S. Buckmarsh Street Rep: Surgeon Geoff Lyster
2 <sup>nd</sup>	Date: 5/16/20 Lunch: Noon Location: Post 4809 Norfolk 5728 Bartee Street Rep: Adj/QM Ken Wiseman	8 <sup>th</sup>	Date: 4/26/20 Lunch: 12:00 Noon Location: Post 2524 Culpeper 12210 Sperryville Pike Rep: Jr. Vice CDR Butch Schupska
3 <sup>rd</sup>	Date: 5/2/20 Meeting: 10:00 AM Location: Post 9808 Mechanicsville 7168 Flag Lane Rep: Adj/QM Ken Wiseman	9 <sup>th</sup>	Date: 5/16/20 Lunch: 12 Noon Location: Post 7726 Independence 115 Klondike Road Rep: State Commander Rick Raskin
4 <sup>th</sup>	Date: 5/16/20 Meeting: 1:00 PM Location: Post 7166 South Hill 1472 N Mecklenburg Avenue Rep: Chief-of-Staff Tom Hines	10 <sup>th</sup>	Date: 5/3/20 Meeting: 1:00 PM Location: Post 1503 Dale City 14631 Minnieville Road Rep: PDC Doc Crouch
5 <sup>th</sup>	Date: 5/16/20 Meeting: 10:00 AM Location: Post 4637 Martinsville 2327 Old Chatham Road Rep: Judge Advocate Eddie Reasor	11 <sup>th</sup>	Date: 5/9/20 Meeting: 10:00 AM Location: Post 8644 Bridgewater 118 Dry River Road Rep: Judge Advocate Eddie Reasor
6 <sup>th</sup>	Date: 5/17/20 Meeting: 2:00 PM Location: Post 1264 Roanoke 4930 Grandview Ave NW (Hosted by Post 776 Radford) Rep: Inspector Gary Adams	12 <sup>th</sup>	Date: 5/9/20 Registration: 10:00 AM Meeting: 11:00 AM Location: Post 9830 Damascus 23489 Mountain City Road Rep: Chief-of-Staff Tom Hines

13<sup>th</sup> Date 5/2/20  
Meeting: 12:00 Noon  
Location: Post 8947 Mineral  
201 Mineral Avenue  
Rep: Sr. Vice CDR Eric Mallett

**3. ACTIVE MEMBERSHIP:**

The National By-Laws provide for only one type of membership: active membership. There are no provisions in the National By-Laws, nor is there any authority or justification for issuance of Club Membership cards. Associate Member cards, Honorary Membership cards, Courtesy Membership cards or any other special type of cards. Any Post issuing such unauthorized cards, or conducting club operations open to the general public, endangers its standing with the Internal Revenue Service as a non-profit organization. Officers signing outlaw cards admitting non-members to VFW premises are subject to disciplinary action. National and Department officers cannot defend practices that conflict with VFW By-Laws or procedures

**4. AUDITS:**

Attention of Post Commanders is directed to Section 218(a)(11) of the National Manual of Procedure, Officers: Duties and Obligations. Trustees Report of Audit must be prepared in detail within thirty (30) days from the end of each quarter, one of which ends March 31.

**5. AWARDS:**

Awards and All-State judging information were in last month's General Orders, along with the various entry forms.

**6. BY-LAWS COMMITTEE:**

The National and Department By-laws are the governing document of the organization. Along with the National Manual of Procedure and National Ritual, there is nothing not covered but none of these are permanent documents. Should your Post or District feel there is a need for change, propose and pass the change you wish to see. Please send those adopted recommendations, with a cover letter signed by the Post or District Commander stating when the motion was adopted, to the State Headquarters **NO LATER THAN MAY 1<sup>ST</sup>**. Those properly recommended will be considered at the State Convention in June.

Eddie Reasor  
State Judge Advocate  
By-laws and Ritual Committee Chairman

**7. CANDIDATE FOR THE OFFICE OF STATE QUARTERMASTER:**

I, Ed Mann, do hereby announce my candidacy for State Quartermaster for the 2020-2021 year.

**8. COMMANDER-IN-CHIEF HAL ROESCH'S HOMECOMING:**

Volunteers are needed to support the Homecoming of our own Hal Roesch, who will be Commander-in-Chief next year. People are needed for various committees including drivers, decorations, and various other activities. Contact Eric Mallett at [srvicccdr@vfwva.org](mailto:srvicccdr@vfwva.org) if you would like to help. The Homecoming packet was enclosed in last month's General Orders.

**9. DELEGATES TO DISTRICT/DEPARTMENT CONVENTION:**

Section 222 of the National Bylaws and the Manual of Procedure provides that delegates and alternates for the District Convention and meetings, Department and National Conventions shall be elected at a regular meeting in

April. Posts are entitled to one (1) delegate and one (1) alternate for each thirty (30) members or fraction thereof in good standing in the Post as of March 31.

#### 10. DISTRICT MEETINGS AND CONVENTION:

Pursuant to Section 403 of the National Bylaws and the Manual of Procedure, each District shall hold an annual District Convention for the purpose of electing District officers, such convention to be held not less than ten (10) days nor more than seventy-five (75) days prior to the convening of the Department Convention. District officers shall not assume the duties of their office until the Department Commander is installed. District officers shall not be installed or assume the duties of their office until proof of eligibility has been submitted and properly reviewed in accordance with Section 416 of the Manual of Procedure.

#### 11. E-MAIL ACCOUNT ACCESS:

All email accounts were reset so the new Officers could take control of their emails as of **June 17<sup>th</sup>**. This will be the primary means of sending correspondence from State Headquarters to Post and District Officers.

You will receive all General Orders, special notices and any other documentation that you need via email. This will help cut down on postal expenses and speed up the response time for you receiving the information.

Here are directions for logging into your new account for the first time.

1. Go to Department web site [www.vfwva.org](http://www.vfwva.org).
2. Click on Resources, Microsoft 365.
3. The user name is your email address; put that on the first line (see below for your new address).
4. Your default password will be **VFW#2019** once you have accessed the mail program you will be asked to change it; it must contain at least one uppercase letter and one number.

For Post Officers, your address will be [cdrpost176@vfwva.org](mailto:cdrpost176@vfwva.org) where the 176 is you replace it with **your** Post number.

[adjpost176@vfwva.org](mailto:adjpost176@vfwva.org)  
[qmpost176@vfwva.org](mailto:qmpost176@vfwva.org)

For District Officers your address will be [cdrdist1@vfwva.org](mailto:cdrdist1@vfwva.org) for Districts other than the first just replace the 1 with your district #

[adjdist1@vfwva.org](mailto:adjdist1@vfwva.org)  
[qmdist1@vfwva.org](mailto:qmdist1@vfwva.org)

#### 12. GENERAL ORDERS:

The cut off for the General Orders is the 20<sup>th</sup> of the month. No EXCEPTIONS. Subscriptions for hard copy General Orders are \$30.00 for the year (**please note new price**). Contact State Headquarters for more info.

#### 13. IMPORTANT DATES:

- |                    |   |
|--------------------|---|
| June 11-14, 2020   | State Convention, Renaissance Portsmouth-Norfolk Waterfront Hotel, 425 Water Street, Portsmouth, VA; phone 757-673-3000. Room Rates are \$131.00 per night. Group name "VFW Department of Virginia Annual Convention"; Cut-off Date May 11, 2020. |
| July 18-23, 2020   | National Convention, Reno, Nevada   |
| August 27-30, 2020 | National Commander-in-Chief Hal Roesch's Homecoming, Portsmouth, Virginia   |
| Oct 29-Nov 1, 2020 | Southern Conference, Asheville, North Carolina  |

January 7-10, 2021 Winter Council, Renaissance Portsmouth-Norfolk Waterfront Hotel, 425 Water Street, Portsmouth, VA; phone 757-673-3000. Room Rates are \$94.00 per night. Group name “VFW Department of Virginia Winter Council Meeting”; Cut-off Date December 7, 2020.

February 5-7, 2021 State Commander/State President/MOCA Homecoming, Virginia Beach, VA

**14. IRS FORM 8822-B:**

IRS Form 8822-B. it is now a requirement by the IRS that all Posts submit this form. This form must be submitted anytime the Post Quartermaster changes and/or the Post address changes. This as effective January 1, 2014.

Here is the link to get the form and instructions – <http://www.irs.gov/pub/irs-pdf/f8822b.pdf>. This will also apply to all Auxiliaries that have their own EIN number.

**15. LEGACY LIFE MEMBERSHIP:**

CHECK OUT OUR LEGACY LIFE VIDEO! Go to [vfw.org](http://vfw.org), click on JOIN, scroll down to Legacy Life Membership and then click on the video on the right. This prestigious program is available to all Life members and is now available in memoriam for past Life members. There are three levels of membership; each offer their own package of exclusive member benefits. Financial contributions to the Legacy Life member program are tax deductible to the maximum extent allowed by law.

<u>Enrollment Cost:</u>	<u>Annual Payouts:</u>		
<u>Levels</u>	<u>Posts</u>	<u>Departments</u>	<u>National</u>
Gold- \$1,200.00	\$18.00	\$18.00	\$18.00
Silver- \$800.00	\$12.00	\$12.00	\$12.00
Bronze- \$400.00	\$6.00	\$6.00	\$6.00

**16. LIFE MEMBER DRAWING:**

Congratulations! SSG Jonathan K. Dozier Memorial Post 2894, Chesapeake, is the winner of a free Life Membership in the Veterans of Foreign Wars, Department of Virginia. SSG Jonathan K. Dozier Memorial Post 2894 was made eligible for this Free Life Membership for having a minimum 100% of their membership goal reported to State Headquarters by March 2, 2020 deadline.

**17. MEMBERSHIP:**

Greetings Comrades,

I hope you are all dealing with the health crisis. If we all follow the guidelines that have been put out, we will hopefully get thru this OK. Because of closures and cancellations, it will be difficult to hold recruiting events as we have been doing. This is a good time to pick up the phone and contact those that have not renewed. As of 19 March, our Retention percentage stands at 5.78%. We have 23,880 Life Members; 1,271 New members; 170 Reinstated; 4,907 Continuous for a total of 30,228 of the 32,264 we need to make 100%. We currently stand at 93.68%. We need 2,036 to make 100%. So obtain a list of your annual members and pass out some contact info to your Officers and make some calls. Reaching 100% is doable if we work at it

Stay safe and healthy!!

Yours in Comradeship,  
Kathy Goodall

## **18. NATIONAL CONVENTION:**

121st VFW National Convention housing officially opened Feb. 18, 2020. Housing reservation information will be located on the convention website accessed through the VFW website at [vfw.org/convention](http://vfw.org/convention). The convention website will also have general convention information including the registration form and links to other convention related information for Reno, Nevada, July 18-23, 2020, including a tentative agenda. **Please note the convention is one day longer beginning in 2020.**

Attention of Post Commanders is directed to Section 222 of the National Bylaws and the Manual of Procedure, which provides that each Post will pay, in advance, a National Convention registration fee of twenty-five dollars (\$25) which shall entitle the Post to a packet of convention information and materials and one identified registered delegate for the National Convention. Each additional delegate attending the National Convention will pay a ten-dollar (\$10) delegate fee.

Posts are encouraged to register their Post delegate(s) online through the Online Membership System (OMS) or by submitting their National Convention Post and Delegate Registration form that was mailed to all Posts as part of the Election Report/Convention Registration mailing that went out in February. Advanced registration for the 121st National Convention should be mailed with each delegate's name and address to: Convention Registration, 406 West 34th Street, Kansas City, MO 64111.

## **19. POST ELECTIONS:**

Installing officers will see that the provisions of Section 216 of the National Bylaws and the Manual of Procedure are properly carried out and that all officers are members in good standing and qualified to hold office prior to installing Post officers for the current year. Post officers shall not be installed or assume the duties of their office until proof of eligibility has been submitted and properly reviewed.

Post Election Reports must be submitted following Post election of officers in April and no later than June 1 to the National Headquarters. We highly encourage all Post Quartermasters to use the online Election Report process featured in the Online Membership System (OMS). Post Election Reports received electronically will be forwarded to the Department Headquarters.

## **20. POSTS IN ARREARS FOR FINANCIAL OBLIGATIONS:**

Attention is directed to Section 213 of the National Bylaws concerning any Post in arrears for any financial obligations to County Council (if applicable), District, Department and National for fees, dues, poppy money, supply money, failing to have the office of Quartermaster properly bonded in accordance with Section 703, failing to ensure that the Post is properly insured in accordance with Section 709, failing to submit properly completed quarterly Post Trustees Report of Audit, Post Election Report for the ensuing year, or other obligations, shall be deprived of all representation in County Council and District meetings; County Council, District, Department and National Conventions. Such representation shall be restored promptly upon proper adjustment of such deficiencies.

## **21. RESOLUTIONS:**

At this time of year, the term "resolutions" enters many conversations. While we may individually resolve to eat healthier, exercise more, or ditch bad habits, we in the VFW resolve to assist veterans through "Resolutions" passed by our National Convention and brought to the attention of our elected officials. Your Resolutions Committee monitors events in Washington and Richmond to evaluate whether they impact veterans. Such issues as delayed VA Medical appointments, municipal contract set-asides that do not include service-disabled veteran-owned small businesses (SDVOSB), or availability/cost of medications garner our attention and may serve as the sources of Resolutions. Now is the time to identify issues and draft resolutions even though our Department Convention is six months away. The Resolutions Committee (James Brown – Post 9501, Barney Campbell – Post 10654, and I)



stands ready to assist in building Resolutions into the proper format. (Reference April 2018 General Orders, pages 17 and 18, for formats).

M. C. "Connie" Agresti  
[mcaiii@aol.com](mailto:mcaiii@aol.com)  
Chairman, Resolutions Committee

## 22. SPECIAL ORDER NO. 188:

Membership Reinstatement  
Timothy W. Palmer  
VFW Post No. 9660

The documentation which was provided indicates honorable service overseas and your entitlement to the Armed Forces Expeditionary Medal for your service aboard the U.S.S. Robert A. Owens (DD827), thereby meeting the eligibility requisites for membership in the Veterans of Foreign Wars.

Special Order No. 157, dated February 11, 2020, terminating the membership of Timothy W. Palmer, Membership No. 10851174, Chimney Rock Post No. 9660, Broadway, Virginia in the Veterans of Foreign Wars of the United States, is hereby rescinded and membership reinstated retroactive to original date of membership.

By order of  
William "Doc" Schmitz  
Commander-in-Chief

## 23. STATE CONVENTION:

### [Book your group rate for Virginia Department VFW & Auxiliary State Convention 2020](#)

You will find the information for your online reservation link below. If you have questions or need help with the link, please do not hesitate to ask. We appreciate your business and look forward to a successful event.

#### Event Summary:

#### **Virginia Department VFW & Auxiliary State Convention 2020**

**Date: Thursday, June 11, 2020 through Sunday, June 14, 2020**

**Last Day to Book: Monday, May 11, 2020**

#### Hotel(s) offering your special group rate:

- Renaissance Portsmouth-Norfolk Waterfront Hotel for 131 USD per night

[Book your group rate for Virginia Department VFW & Auxiliary State Convention 2020](#)

## 24. 2020-2021 HOMECOMING:

The 2020-2021 Homecoming will be held February 5 – 7, 2021 at the Holiday Inn & Suites North Beach, Virginia Beach, Virginia. To make reservations guests can call: 1-866-456-3446 and use the code "VFW" to receive the special group rate. Below is the booking link for your guests to make reservations online: [VFW Department of Virginia](#)

## 25. THE HOME DEPOT GRANT:

The Home Depot Community Impact Grant for 2020 is now open. VFW Posts can receive up to \$5,000 in Home Depot gift cards toward maintenance and improvements to their Post building! We encourage all Posts to apply ASAP if you desire to remodel your building. Please note that this is a competitive grant program and not all applications will be funded. Additionally, only projects that use volunteers are eligible. To make the process easier,

the VFW Foundation has produced an easy-to-understand how-to-apply guide that walks Post members through the online application process. For your copy or if you have any questions, contact Jason Couch, Grants & External Relations Coordinator, at [JCouch@vfw.org](mailto:JCouch@vfw.org) or 816.968.1174.

**26. VFW RIDERS:**

The Rider's Poke Run is the biggest fundraiser of the year they conduct. It supports the National HQs Programs Department and our Riders hold every record associated with this fundraiser against other states.

Please consider donating to the Ride. Your Relief Fund can support this. Please mail checks to State HQs and earmark it's for "Poker Run" or call with a debit or credit card. Please also consider riding in the event, if you are a bike owner.

Official:



Ken Wiseman  
State Adjutant

By Order of:



Rick Raskin  
State Commander

VFW Riders VA

# 7th Annual 4 Season's Poker Run

First 50 riders who  
register will get a FREE  
VFW buff!



**\$15 per Rider/\$5 per  
passenger**

Come help support the VFW Riders VA! Cost includes lunch provided by Mission BBQ at the end of the run. Musical Guest Sons of the Beach! Cash prizes for best hand and as always there will be items for raffle/auction. All proceeds support the VFW Vander Clute fund, which supports Veterans and their Families

**April 25, 1<sup>st</sup> Registration 930 – 1030 First bike out at 10AM**

**Poker run starts at VFW Post 3160, 111 A  
View Ave, Norfolk, VA & ends at VFW Post  
4809, 5728 Barteet St, Norfolk, VA.**

Poker Run is  
sponsored in part by  
Powerhouse Gaming



Powerhouse Gaming

2020 4 SEASON'S  
POKER RUN

- You can buy breakfast at Post 3160 for \$5
- Bar at Post 3160 will be open during registration
- Raffle & Auction prizes at end Post 4809
- First 50 riders registered will get a FREE VFW BUFF
- VFW Guardian Bells will be available for only \$5



- Lunch proudly donated by



- Live music from Sons of the Beach!



# *Ed Mann*

## **Candidate for the Office of State Quartermaster**



Ed enlisted in the United States Navy through the Delayed Entry Program in June of 1978 as an Engineman. He served in A-gang aboard the USS John Rodgers for three years. He then served as a combatant craft crewman at Special Boat Unit 24 for 6 years culminating in being a Boat Captain on 65 ft. Patrol Boats.

He earned his eligibility serving on a 65 ft. patrol boat for the invasion of Grenada and off the coast of Beirut Lebanon earning the Armed Forces Expeditionary medal, the Navy Exp medal, Navy Unit Commendation ribbon, and the Combat Action ribbon.

After being honorably discharged in 1987, Ed started working at the Richmond International Airport Fire Department. He rose to the rank of Captain. He also served as a Shift Commander and the Department training officer. He retired in 2012.

Ed remains an active Adjunct Instructor for the Virginia Department of Fire Programs teaching Aircraft Rescue Firefighting.

Ed joined Post 9808 in 1986 as an annual member and maintains his Gold Legacy Life membership there today.

Ed has served on numerous committees at the Post, District, and Department levels. These include Audit, VOD Chairman, community activities, and membership committees.

He has served as an officer at Post and District levels that include: Post Service Officer, Post Jr Vice Commander, All State and All American Post Quartermaster, twice as an All State and All American Post Commander, National Aide De Camp, District Jr Vice Commander and District Sr Vice Commander.

Ed is a life member of the Black Creek Volunteer Fire Department.

He is Charter Member of the Military Order of the Cootie Pup Tent 13.

He serves as a Regional Manager and Newsletter editor of the Combatant Craft Crewman Association. Ed has been very active in his Post for 33 years.

Ed has been married to his wife, Eileen, for 20 years. They reside in Studley, Virginia.

# Commanders Club Luncheon

**ATTENTION: ALL PAST AND PRESENT COMMANDERS**

You are invited to attend the Commanders Club Luncheon (you must be a Commanders Club Member) to be held on Friday, June 12th, 2020 at the Portsmouth Renaissance Hotel from 11:30 am to 2:00 pm.

**COST:** \$25.00 (*includes tax & gratuity*)

**MENU:**

Mixed Greens Salad with Assorted Dressings  
Prime Rib of Beef au Jus with Horseradish Sauce  
Red Bliss Whipped Potatoes  
Green Beans  
Oven Fresh Rolls with Butter  
Chef's Choice Dessert  
Coffee, Decaffeinated Coffee, Herbal and Iced Teas, Ice Water  
Beer, Spirits and Mixers Provided by the Commanders Club

**MAKE CHECK PAYABLE TO:** Department of Virginia Commanders Club

**MAIL CHECK TO:** Philip J. Arendsen II  
Commanders Club President  
204 Byrd Street  
Hopewell, VA 23860

**DEADLINE:** ***PRE-REGISTRATION FOR MEAL IS REQUIRED.  
PAYMENT MUST BE RECEIVED BY JUNE 3rd, NO EXCEPTIONS.  
NO MEALS WILL BE AVAILABLE UNLESS PRE-REGISTERED.***

**NOTES:** ALL Past and Present Post, District and Department Commanders are encouraged to join the Commanders Club. Life Membership is \$30.00. You must be a member to attend the Commanders Club Luncheon. This year's meal is only \$25.00 thanks to a generous donation from CAMEO Consulting Group, the typical cost is \$45.00. We are calling on all Commanders Club Members to attend the luncheon as well as encouraging all current and/or past Commanders to join the Commanders Club and join us. Those joining the Commanders Club would pay \$55.00 for Life Membership and the luncheon.

Philip J. Arendsen II, President  
Department of VA Commanders Club

Tom Ferguson, Treasurer  
Department of Virginia Commanders Club

PLEASE SEND THE FORM BELOW ALONG WITH YOUR CHECK TO ASSURE ACCURACY.

Post No. \_\_\_\_\_

Amount Enclosed \_\_\_\_\_

Name of each person attending luncheon *(please print clearly)*

NAME

POST NUMBER


Life Member Dues for:


# The 2020-21 Post Election Report is to be completed by the outgoing Post Quartermaster during or immediately following the election meeting.

Information you will need to properly file your report:

- Elected Post officers membership information to include current contact information and membership number
- Post meeting information to include address, day and time. The day should be shown as "First Tuesday," "Third Wednesday," as appropriate. If a meeting is held more than once a month, show as "First and Third Monday," "Every Friday," as appropriate. Time should be shown as "11:00 am," "7:30 pm," as appropriate
- Post mailing address, Post email and website information
- Post Federal Employer Identification Number (EIN)
- Current Post dues amount
- Commander's named appointments for Adjutant and Service Officer (Judge Advocate and Surgeon if required by Post bylaws.)

## **ONLINE ELECTION REPORT**

Online reporting is the preferred method of submitting the Post's 2020-21 Election Report. As Post Quartermaster, you will log into [vfw.org](http://vfw.org) accessing "My VFW." You will then click on the link "Online Membership System." You will find, in the left navigation pane "Election Report"; open the drop down and click "Post Election Report Filing." You are now ready to use the newly enhanced reporting procedure. Follow the step by step process, verify your summary, make any necessary corrections and submit. This is a 5-7 minute process for the average user.

Quartermasters who need assistance setting up their Online Membership System (OMS) account should review the "Quartermaster Guide to Member Dues Processing" training document located in "VFW Training and Support" under "Member & Officer Training, Forms & Templates." Additional technical support is available by calling VFW Member Service Center at 833.VFW.VETS (833.839.8387).

**Department Adjutants and Quartermasters have access to OMS; therefore, have the ability to enter Post Election results for a Post. Please consider this resource if you do not have access to OMS.**

In addition to the annual Election Report, this system will be utilized to make officer changes during the administrative year.

## **MAIL-IN OR FAXED ELECTION REPORT**

Although a return, postage paid envelope has been included in this year's mailing, we ask that you make every attempt to use the online reporting method. **Do not mail or fax your report if you have utilized the online reporting method.** Your report can be submitted by mailing one copy to the Adjutant General or fax to 816.968.1120.

## **NOTIFICATION**

Changes in Post Officers will also be acknowledged by email to the Post Quartermaster's and Department Headquarters email addresses.

Post Quartermasters will receive a "Post Record Acknowledgment" via USPS. This card is used to show the reported change of the Post Commander, Post Quartermaster and/or Post Dues Amount. Only return this card to correct erroneous information. Corrections can also be made by accessing the OMS.

National Headquarters will be providing Post and officer information to the Department Headquarters.

**Questions regarding the Post Election Report can be answered by calling 816.756.3390 ext. 6299.**



# 20\_\_ - \_\_ POST ELECTION REPORT

VETERANS OF FOREIGN WARS

DATE OF ELECTION:

POST #	DISTRICT #	DEPARTMENT	POST NAME	POST DUES AMOUNT Includes National and Department Per Capita	\$
--------	------------	------------	-----------	---	----

POST MEETING LOCATION (PHYSICAL ADDRESS)				POST MAILING ADDRESS		
BUILDING NAME (IF NOT POST NAME)				STREET ADDRESS or PO BOX #		
STREET ADDRESS				ADDRESS LINE 2		
CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE	
POST EMAIL ADDRESS				POST MEETING DAY/TIME		
POST WEBSITE				CHECK ALL THAT APPLY:		
POST PHONE #				<input type="checkbox"/> OWN <input type="checkbox"/> RENT <input type="checkbox"/> NO POST HOME <input type="checkbox"/> CANTEEN/CLUBROOM <input type="checkbox"/> PROVIDE HALL RENTALS <input type="checkbox"/> PROVIDE MILITARY FUNERAL HONORS		
FEDERAL EMPLOYER IDENTIFICATION # (EIN)						

COMMANDER					
MEMBERSHIP #		NAME		STREET ADDRESS or PO BOX #	
PHONE #	EMAIL ADDRESS	CITY	STATE	ZIP CODE	

SENIOR VICE COMMANDER					
MEMBERSHIP #		NAME		STREET ADDRESS or PO BOX #	
PHONE #	EMAIL ADDRESS	CITY	STATE	ZIP CODE	

JUNIOR VICE COMMANDER					
MEMBERSHIP #		NAME		STREET ADDRESS or PO BOX #	
PHONE #	EMAIL ADDRESS	CITY	STATE	ZIP CODE	

QUARTERMASTER					
MEMBERSHIP #		NAME		STREET ADDRESS or PO BOX #	
PHONE #	EMAIL ADDRESS	CITY	STATE	ZIP CODE	

CHAPLAIN					
MEMBERSHIP #		NAME		STREET ADDRESS or PO BOX #	
PHONE #	EMAIL ADDRESS	CITY	STATE	ZIP CODE	

1 YEAR TRUSTEE					
MEMBERSHIP #		NAME		STREET ADDRESS or PO BOX #	
PHONE #	EMAIL ADDRESS	CITY	STATE	ZIP CODE	

2 YEAR TRUSTEE					
MEMBERSHIP #		NAME		STREET ADDRESS or PO BOX #	
PHONE #	EMAIL ADDRESS	CITY	STATE	ZIP CODE	

3 YEAR TRUSTEE					
MEMBERSHIP #		NAME		STREET ADDRESS or PO BOX #	
PHONE #	EMAIL ADDRESS	CITY	STATE	ZIP CODE	

ADJUTANT (APPOINTED)					
MEMBERSHIP #		NAME		STREET ADDRESS or PO BOX #	
PHONE #	EMAIL ADDRESS	CITY	STATE	ZIP CODE	

SERVICE OFFICER (APPOINTED)					
MEMBERSHIP #		NAME		STREET ADDRESS or PO BOX #	
PHONE #	EMAIL ADDRESS	CITY	STATE	ZIP CODE	

JUDGE ADVOCATE (IF REQUIRED BY POST BYLAWS) <input type="checkbox"/> ELECTED <input type="checkbox"/> APPOINTED					
MEMBERSHIP #		NAME		STREET ADDRESS or PO BOX #	
PHONE #	EMAIL ADDRESS	CITY	STATE	ZIP CODE	

SURGEON (IF REQUIRED BY POST BYLAWS) <input type="checkbox"/> ELECTED <input type="checkbox"/> APPOINTED					
MEMBERSHIP #		NAME		STREET ADDRESS or PO BOX #	
PHONE #	EMAIL ADDRESS	CITY	STATE	ZIP CODE	



# INSTRUCTIONS FOR PROPERLY SUBMITTING POST CONVENTION REGISTRATION, DELEGATES, ALTERNATES AND ATTENDEES

## **NATIONAL BYLAW - SECTION 222**

*Delegate strength shall be one for every thirty (30) members or fraction thereof in good standing. Delegates and alternates shall be elected in accordance with the Manual of Procedure.*

*Each Post will pay, in advance, a National Convention registration fee of twenty-five dollars (\$25) which shall entitle the Post to a packet of convention information and materials and one identified registered delegate for the National Convention. Each additional delegate attending the National Convention will pay a ten dollar (\$10) delegate fee.*

## **NATIONAL MANUAL OF PROCEDURE - SECTION 222**

*Delegates and alternates for the National Convention shall be elected at a regular meeting in April. Delegate strength will be based on members in good standing as of March 31.*

### **ONLINE**

Online submission is the preferred method of submitting the National Convention-Post & Delegate Registration Fee(s). As Post Quartermaster, you will log into [vfw.org](http://vfw.org) and access "My VFW." You will then click on the link "Online Membership System." You will find, in the left navigation pane "National Convention"; open the drop down and click "National Convention Registration" and enter desired membership information. This is a 3-6 minute process for the average user. **Please have the membership number available of all delegates, alternates and attendees you are registering.**

**Only a Post or Department Quartermaster, utilizing this system, can register the Post's delegates online. Members accessing the National Convention website are registered as attendees only.**

The Post registration fee of \$25 must be remitted *prior* to the convention; Post delegates will not be able to register their credentials unless this fee is paid.

### **EMAIL OR PHONE**

Commanders, Quartermasters or Adjutants may report any changes to a delegate's status through the Member Service Center via email at [msc@vfw.org](mailto:msc@vfw.org) or by calling 833.VFW.VETS (833.839.8387). **Please have the membership number available of all delegates, alternates and attendees you are registering.**

### **MAIL-IN OR FAX**

Enclosed with this notification is an invoice in the amount of \$25. Quartermasters may fill out and return this invoice using the enclosed pre-addressed, postage paid envelope. This form must be signed by the Adjutant or Quartermaster. The Post registration fee of \$25 must be remitted *prior* to the convention; Post delegates will not be able to register their credentials unless this fee is paid. When using the enclosed form you are required to include the membership number, name and address of all delegates, alternates and attendees you are registering.

### **DEFINITIONS**

- Delegate- Member (in good standing) of the Post elected to represent the Post in all business activity at the National Convention. Delegates elected under Section 222 of the National Bylaws and Manual of Procedure shall not be considered instructed and may exercise full authority in the duty performed.
- Alternate- Member (in good standing) of the Post elected to represent the Post in all business activity at the National Convention in the event the elected delegate cannot attend. Alternates not fulfilling the role as "delegate" are considered "attendees."
- Attendee- Any member in good standing may register for the National Convention. Registering for the National Convention is another way a member can show support for VFW programs. The \$10 registration fee entitles the member to a convention packet which may be picked up at the convention.

### **NOTIFICATION**

Post Quartermasters will receive letter confirmation that the Post is registered.

Delegates, alternates and attendees will receive a confirmation letter. Included in this letter will be a request for emergency contact information. We are asking all to fill-out and bring this form with them to convention; this is voluntary, but recommended.

All notification will be sent USPS, 3-5 days after processing.

# INVOICE

Due Upon Receipt



## National Convention - Post & Delegate Registration

**Section 222** of the National Bylaws states "Each Post will pay, in advance, a National Convention registration fee of twenty-five dollars (\$25) which shall entitle the Post to a packet of convention information and materials and one identified registered delegate for the National Convention. Each additional delegate attending the National Convention will pay a ten dollar (\$10) delegate fee." Each Post is encouraged to register at least one (1) delegate and one (1) alternate for every thirty (30) members or fraction thereof. Delegates and alternates shall be elected in accordance with the Manual of Procedure. Delegates and alternates for the National Convention shall be elected at a regular meeting in April. Delegate strength will be based on members in good standing as of March 31.

**Any member** in good standing may register for the National Convention. Registering for the National Convention is another way a member can show support for VFW programs. The ten dollar (\$10) registration fee entitles the member to a convention packet which may be picked up at the convention.

**Please type or print each member's information below and designate as delegate, alternate or attendee.**

(Any change to a delegate's status shall be reported to the Member Service Center)

Registration Type	Membership Number	Member Name	Member Address	Email	Amount
Post Registration Fee w/ Delegate					\$25.00
<input type="radio"/> Delegate <input type="radio"/> Alternate <input type="radio"/> Attendee	CHOOSE ONLY ONE REGISTRATION TYPE PER LINE				
<input type="radio"/> Delegate <input type="radio"/> Alternate <input type="radio"/> Attendee					
<input type="radio"/> Delegate <input type="radio"/> Alternate <input type="radio"/> Attendee					
<input type="radio"/> Delegate <input type="radio"/> Alternate <input type="radio"/> Attendee					
<input type="radio"/> Delegate <input type="radio"/> Alternate <input type="radio"/> Attendee					
<input type="radio"/> Delegate <input type="radio"/> Alternate <input type="radio"/> Attendee					
<input type="radio"/> Delegate <input type="radio"/> Alternate <input type="radio"/> Attendee					
<input type="radio"/> Delegate <input type="radio"/> Alternate <input type="radio"/> Attendee					
<input type="radio"/> Delegate <input type="radio"/> Alternate <input type="radio"/> Attendee					
<input type="radio"/> Delegate <input type="radio"/> Alternate <input type="radio"/> Attendee					
<input type="radio"/> Delegate <input type="radio"/> Alternate <input type="radio"/> Attendee					

Packets not picked up at the convention will not be mailed unless a request is received in writing within 60 days of the close of the convention.

Post Registration Fee with one (1) Delegate \$ 25.00  
 Add \$10.00 each additional Delegate/Alternate/Attendee \$ \_\_\_\_\_  
 TOTAL ENCLOSED \$ \_\_\_\_\_

Signature of Adjutant or Quartermaster: \_\_\_\_\_  
 Post # \_\_\_\_\_

CHECK/MONEY ORDER  VISA  MASTER CARD  DISCOVER  AMERICAN EXPRESS

Card Number: \_\_\_\_\_  
 Expiration Date: \_\_\_\_\_  
 Card Holder's Name: \_\_\_\_\_

**Mail completed form & payment to:**  
**VFW Convention Registration**  
**406 W. 34th Street**  
**Kansas City, MO 64111**



# REGISTRATION INFORMATION



## 121<sup>ST</sup> VFW NATIONAL CONVENTION

The VFW provides more options for checking in, faster service and better customer service at every turn.

### Pre-Check-In

The first thing attendees will notice is the pre-check-in option. On Friday, July 17, before the festivities start, VFW National Convention pre-registered attendees can check in side-by-side with Auxiliary Convention attendees at the VFW National Headquarters Hotel (Grand Sierra) and VFW Auxiliary Headquarters Hotel (Atlantis).

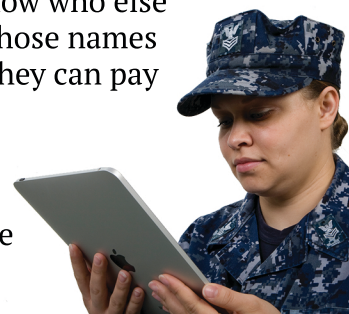
### On-Site/New Registrations

On-site/new registrations will be handled at the convention center in Halls 1 and 2 with registration beginning at 8 a.m. on Saturday, July 18. Remember to download “VFW Events,” the VFW’s official event app, before you get to Reno. It will contain all convention information, including agendas and the shuttle bus schedules. The app can easily be downloaded at the Apple Store and the Google Play Store.

On-site registrants checking in at the convention center will find a streamlined process providing great customer service. Your registration letter will have a barcode on it. Bring that letter with you and our volunteers, armed with Bluetooth scanners, will scan your letter as you arrive and direct you to a kiosk where your registration information will be displayed as you approach. Additionally, you can use the digital touch screen to confirm your information.

If you need a guest pass you can print one out on the spot. Need to know who else from your Post or Department has arrived? A quick query will bring those names up. If you bring a friend and they want to partake in the convention they can pay at the kiosk and get a badge immediately.

We are making every effort to speed up the process and give you, the members of the VFW, the best experience we can deliver!



**VFW 121st NATIONAL CONVENTION**  
**Reno, NV – July 18-23, 2020**  
**NATIONAL CONVENTION HOUSING OPEN**

TO: POST ADJUTANT

FROM: National Convention Office, VFW

SUBJECT: ROOM RESERVATIONS FOR NATIONAL CONVENTION

---

Reservations for the 121<sup>st</sup> VFW National Convention opens in February.

All members of your Post who desire to make room reservations for the convention are directed to use one of the following procedures:

- 1) **Online:** It's the quickest and easiest way to book a room. Visit [vfw.org/convention](http://vfw.org/convention) to access the housing website.
- 2) **By phone:** Toll free 833.277.7335 or 801.715.419. (Agents available 9:00 a.m. - 8:00 p.m. ET, Monday– Friday) International: 801.715.4419 – 7:00 am to 6:00 pm MT, Mon-Fri.
- 3) **Mail:** Mail the hotel reservation form to the following address:  
VFW/Orchid.Events  
175 S. West Temple, Suite 30  
Salt Lake City, UT 84101
- 4) **Fax:** Fax the hotel reservation form to 801.355.0250.

In order to take advantage of the special convention rates, be sure to book your reservation by **May 15, 2020**. All reservations require a valid credit card or money order or cashier's check for guarantee at time of confirming reservations. **Reservations received without a valid guarantee will be returned and will not be processed.** If you choose to guarantee with money order or cashier's check, please include it with your housing request form and mail to the address provided above. All check deposits must be in the amount of one night's room and tax room and made payable to: **Orchid Events**

This housing procedure gives our membership the most efficient and effective method of making and ensuring room reservations in Reno.

The enclosed housing form may be duplicated, as needed.



121<sup>st</sup> VFW National Convention 2020  
July 18-23, 2020 · Reno, NV

## Official Hotel Reservation Form

### INSTRUCTIONS

Reservations can be made in one of the following ways:

**INTERNET:** Visit the VFW web site at [vfw.org/convention](http://vfw.org/convention)

### TELEPHONE:

Toll-free US: 833.277.7335  
International: 801.715.4419  
7:00 am to 6:00 pm MT, Mon-Fri

**FAX:** 801.355.0250

### MAIL:

Orchid.Events  
175 S. West Temple, Suite 30  
Salt Lake City, UT 84101

**EMAIL:** [help@orchid.events](mailto:help@orchid.events)

### DEADLINE

Reservations must be made by phone, fax, mail or internet by **May 15, 2020**. Reservations received after this date will be subject to space and rate availability.

### CONFIRMATIONS

Orchid Events will send you an e-mail confirmation of your reservation. Please review all information for accuracy. If you do not receive a confirmation or have questions, please call Orchid Events at the above listed phone number.

### TAX RATE & REQUESTS

All rates are per room and are subject to a room tax up to 13% and a daily \$2 tourism surcharge fee (subject to change). Special requests cannot be guaranteed; hotels will do their best to honor requests. Hotels will assign specific rooms upon check-in, based on availability.

**\*\* Please note resort fees may apply.**

### ROOM DEPOSIT REQUIRED:

Reservations will not be accepted without a room deposit of one night's room and tax for each room reserved. Room deposits will be accepted in the form of a valid credit card (preferred) with signature authorizing the credit card guarantee to be charged for the deposit. If the charge to the credit card is denied, we reserve the right to release your reservation. Room Deposits will be accepted by check made payable to "Orchid Events" in the amount of one night's room and tax until June 1, 2020.

### CANCELLATION POLICY

Cancellations after **May 15, 2020** will be subject to a \$50 processing fee. One night's room & tax will be forfeited entirely if cancellation occurs within 72 hours prior to the attendee arrival date and will be charged by your hotel.

### GUEST INFORMATION (PLEASE PRINT)

FOR BEST AVAILABILITY AND IMMEDIATE CONFIRMATION, MAKE YOUR RESERVATION ONLINE AT [vfw.org/convention](http://vfw.org/convention) OR BY PHONE AT 833.277.7335 (toll-free) OR 801.715.4419 (international).

**Arrival Date:** \_\_\_\_\_ **Departure Date:** \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

In accordance with GDPR (General Data Protection Regulation) or similar statutes, by checking this box you are consenting to our use of the information you are providing us solely for the purpose of making a hotel room reservation.

### HOTEL SELECTION

Each state/department has been assigned a hotel with an allocation of rooms. In the event the allotment has been filled, a room will be reserved at another VFW hotel based on your preference of rates or proximity and availability.

If hotel assignment is sold out, which is more important? (*check one*)  Room Rate  Location

**State you reside in:** \_\_\_\_\_

Room Type Requested:  One Bed  Two Beds

**Submit only one room request per form, please make copies if additional forms are needed.**

List all room occupants:

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

Check here if you have special needs and specify below.

Non-Smoking  Smoking

**Special Requests:** \_\_\_\_\_

### DEPOSIT INFORMATION

All reservations requests must be accompanied with a one night's room and tax room deposit in the form of a credit card guarantee or check. Housing Forms received without a valid guarantee/deposit will not be processed. Check deposits must be mailed with a completed housing form.

Call me for a valid credit card guarantee. Your hotel reserves the right to charge this card a deposit of one night's room and tax to my credit card on and/or after June 15, 2020, and authorize the participating hotel keep the one night's room & tax charge if I fail to cancel my reservation 72 hours prior to my arrival date. This credit card must be valid through July 2020.

Check deposit of one night's room and tax enclosed and made payable to Orchid Events. Mail check with completed housing form to: Orchid Events, 175 S. West Temple, Suite 30, Salt Lake City, UT 84101. Must be received no later than June 1, 2020.