

**VETERANS OF FOREIGN WARS OF THE UNITED STATES AUXILIARY  
DEPARTMENT OF COLORADO**

**GENERAL ORDERS #1**

**JUNE 12, 2021**

All General Orders from the Department President are official and need to be read at the first meeting following receipt before being filed for reference.

1. Having been duly elected and installed into the office of President, Department of Colorado, according to the Constitution and By-Laws of the Veterans of Foreign Wars of the United States Auxiliary, I hereby assume command on June 12, 2021. All previously elected, appointed and committeemen's term of office is hereby declared expired and now ineffective.

The following officers have been duly elected and installed at the 95th Annual Convention held in Denver on June 9 - 12, 2021, and will have full authority to act and shall be obeyed accordingly:

**PRESIDENT:**

Lucille Chavez (4171)  
1710 Pierce St, Apt 206. Lakewood CO 80214

**SR. VICE PRESIDENT:**

Ron Boone (2121)  
2906 57<sup>th</sup> Ave, Greeley CO 80634

**JR. VICE PRESIDENT:**

Phil Reinpold (5812)  
834 W El Portal Dr, Pueblo West CO 81007

**SECRETARY:**

Ginny Rosa (12009)  
416 S Pine Drive, Bailey CO 80421

**TREASURER:**

Cindy Anderson (7945)  
8281 Clay Street, Unit A, Westminster CO 80031

**CHAPLAIN:**

Shauana Merrill (4265)  
1272 Barclay St, Craig CO 81625

**CONDUCTRESS:**

Holly Buchwalter (3917)  
8776 Sparrow Hawk Way, Colorado Springs CO 80916

**GUARD:**

Heidi Bishop (101)  
4321 CR 114 S, Alamosa CO 81101

2. **Department Officers, Department Chairmen, District Presidents and Auxiliary Presidents:**

All communications must be answered promptly, using the proper channels as listed on page 13 of the Booklet of Instructions.

3. **Following are the Program Chairs for the 2021 – 2022 year:**

Program Coordinator – Shelley Schlieman (7945), 3537 W 113<sup>th</sup> Ave, Westminster CO 80031  
Achievement – Donna Tellgren (12009), P O Box 176, Conifer CO 80433  
Americanism – Brandi Dolan (7945), 16439 E Center Dr, Aurora CO 80017  
Auxiliary News – Ann Mauck (2601), 2583 W 82<sup>nd</sup> Way Unit A, Westminster CO 80031  
Auxiliary Web Site – Rita Fama (4171), 1415 S Newton St, Denver CO 80219  
Buddy Poppy/Nat'l Home – Patricia Rowley-Wilson (2601), 406 S Francis St, Longmont CO 80501  
Chief of Staff/Mentoring for Leadership – Linda Reinpold (5812) 834 W El Portal Dr, Pueblo West CO 81007  
Community Outreach – Pat Garcia (7945), 11299 E 159<sup>th</sup> Pl, Brighton CO 80602  
Courtesy – Shauana Merrill (4265), 1272 Barclay St, Craig CO 81625  
Games & Raffle – Glenna Medina (2121), P O Box 874, Platteville CO 80621  
Hospital – Rena Cales (6461) 7461 Fortman Ave, Fountain CO 80817

Legislative – Nadia Flores (899), 19928 County Road 17, La Jara CO 81140  
Membership – Judy Ladue (3981), 648 Grand View Dr, Grand Junction CO 81506  
President’s Special Project – Stephanie Trujillo (6624) 636 S Ursula Ave, Milliken CO 80543  
Scholarships – Patsy Gilmore (3917), 1719 Ascot Rd, Colorado Springs CO 80906  
Social Media – Mathew Gallegos (3571), 1749 Cedar Creek Ave, Apt H102, Montrose CO 81401  
Veterans & Family Support – Brigitte Dolan (7945), 2314 S Fundy Way, Aurora CO 80013  
Youth Activities – Queenie Barz (5231), P O Box 533, Mancos CO 81328

4. **Department Officers, Department Chairmen, District Presidents and Auxiliary Presidents:** Please place the names of Lucille Chavez, Department President and Ginny Rosa, Department Secretary on your mailing list so all activities will be reported to this office.
5. **All Auxiliary Presidents, District Presidents and Treasurers:** In accordance with the Bylaws, all Presidents and Treasurers must be bonded no later than August 31, 2021.
6. **Auxiliary Presidents and Treasurers:** In accordance with the change to Department Standing Rules dues notices will be sent by the Department Treasurer to all unpaid annual members and the cost of postage billed to the Auxiliary unless the Auxiliary Treasurer has notified the Department Treasurer in advance that they have sent out their own Auxiliary Dues Notices.
7. **Auxiliary Secretary and District Secretary:** Please send the names and addresses of the Auxiliary and District Chairmen to the corresponding Department Chairman and Department Secretary using the 2021 – 2022 Form provided on the VFW Department website.
8. **District Presidents:** Please send a complete schedule of your District meetings including dates, time and location to Department Secretary, Ginny Rosa, 416 S Pine Drive, Bailey CO 80421 or email to [humming657@gmail.com](mailto:humming657@gmail.com). Please do not schedule any District Meetings during Western Conference to be held November 4 – 7, 2021 in Sparks Nevada.
9. **District Presidents:** Annual Official Visits are very important and must be conducted. The Visiting Official should sign the Secretary’s and Treasurer’s books only if they are kept according to procedures outlined in the Booklet of Instructions. Every question on the Official Visit Report should be answered. A copy of the W-9 sent to National Headquarters and a copy of the filed 990 or 990-N should be provided to the Visiting Official. Inspections should be completed by December 31, 2021.
10. **Auxiliary Treasurers:** Membership dues should be processed promptly through Malta or sent to the Department Treasurer for processing. Do not hold dues. A copy of the application for all new and rejoined members should be sent to the Department Treasurer for processing.
11. **Auxiliary and District Trustees:** Audits for the quarter ends of June, September, December, and March must be set to the Department Treasurer. Audits must be accepted by vote of the Auxiliary before being placed on file with the Department Treasurer within 60 days after the end of the quarter.
12. **Auxiliary Presidents and District Presidents:** A copy of the audit for the period ending June 30 must be provided to your corresponding Commander along with your yearend membership totals as soon as it has been accepted by the membership.
13. **Hospital Reporting:** When filling out the Hospital Section of the Program Report forms, you must indicate if volunteer hours are provided by a VFW or Auxiliary member.
14. Minutes of the 97th Department Convention held in Denver, Colorado, June 9 - 12, 2021 will be mailed or emailed to the members of the Convention Composition, except for the Delegates. See Section 812D.
15. **Fall Council of Administration Meeting and Parade of Programs:** Are Scheduled for August 28 - 29 at Golden Post 4171. The full schedule will be posted on the Colorado Department website. Workshops will be held on August 28 beginning at 10:00 am. The Parade of Programs will begin at 1:30 pm on Saturday, August 28. Joint meeting will be held on Sunday, August 29 starting at 8:30 at Post 4171. Separate meetings to follow. Meals will not be served at the Post. **ALL AUXILIARY MEMBERS ARE ENCOURAGED TO ATTEND ALL FUNCTIONS.**
16. **Council of Administration members** please try to attend the Council of Administration meeting. We must have a majority of the Council present to have a quorum and be able to conduct any business.
17. Joint Homecoming will be held August 28, 2021 at VFW Post 4171, 15625 W 10<sup>th</sup> Ave, Golden CO 80401. Festivities begin at 5:00 pm. Everyone is invited to attend.

18. To Department Commander, Barbara Green, Department Officers, and VFW, I hereby pledge the continued support of all the members of the Veterans of Foreign Wars of the United States Auxiliary, Department of Colorado.

BY ORDER OF:  
Lucille Chavez  
Department President

ATTESTED TO:  
Ginny Rosa  
Department Secretary