

DEPARTMENT OF COLORADO, VETERANS OF FOREIGN WARS OF THE U.S.
1400 CARR STREET
LAKEWOOD, COLORADO 80214

GENERAL ORDERS NO. 3

February 1, 2024

SERIES:2023-2024

Please remind all Posts that you MUST be 102% to qualify for All State. Deadline is June 30, 2024. Entry forms will be e-mailed to all that qualify.

1. As prescribed by Sec 217 & Sec 221 of the National Congressional Charter By-Laws and Manual of Procedure, 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, as hereinafter described, 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.

(a) The officers of each Post will consist of a Commander, Senior Vice Commander, Junior Vice Commander, Quartermaster, Adjutant, Chaplain, Judge Advocate, Surgeon and three (3) Trustees.

(b) The Post shall elect the Commander, Senior Vice Commander, Junior Vice Commander, Quartermaster, and three trustees.

(c) The Appointed officers of each Post shall consist of at least an Adjutant, Chaplain, Judge Advocate, Surgeon, Officer of the Day, Service Officer and Guard to be appointed as prescribed in Section 216 in the Manual of Procedure.

2. Proof of Eligibility Requirements for Officers: All Posts, Districts and Department should be reminded of the provisions of Sec. 215 (Post), 415 (District), and 515 (Department) of the National Congressional Charter By-Laws and Manual or procedure that officers, elected and appointed, shall not be installed or assume the duties of their office until such proof of eligibility has been submitted to the respective Commander and Adjutant for review.

3. Registration for the VFW National Convention: Each Post will pay, in advance, a national 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, in accordance with the requirements of Sec 222 (d) of the National Congressional By-Laws. **Delegate fees should be sent directly to the Quartermaster General at National Headquarters.**

4. Attention is directed to Sec. 213 of the National Congressional Charter By-Laws concerning arrearages of Posts for National, Department, or District Dues, National Convention registration, poppy money, supply money or other financial obligations, or failure to have the office of Quartermaster properly bonded in accordance with Section 703 of the National By-Laws, or failure to submit properly completed quarterly Post Trustees Report of Audit or Post Election Reports. Posts that are delinquent in any of the aforementioned shall be deprived of all representation in County Council meetings, District, Department and National Conventions.

5. Attention of Post Commanders is directed to Sec. 218 (a)(11), Manual of Procedure, Duty of Trustees. Trustees Report of Audit must be completed by the Trustees, in detail, at the close of each quarter, one of which ends March 31st. Commanders are reminded that all funds are to be under the custody and control of the Post Quartermaster. Persons other than the Post Quartermaster who may handle Post funds, such as club manager, bingo chairman, or committee chairmen are responsible to the Post Quartermaster to maintain accurate records and accounts and should be properly bonded. Post Trustees are to ensure that the financial records of these special funds are also audited in the same manner as the other accounts of the Post Quartermaster.

6. Commanders on all levels should begin organizing their 2024 Memorial Day Buddy Poppy Campaign. To qualify for Post All American, VFW Posts must purchase Three per member in the Post.

7. All-State Commanders and Quartermasters. Entry forms for All-State Commanders and Quartermasters **will be e-mailed to all qualified persons by July 3, 2024** Posts and Districts must be 102% in membership by **June 30, 2024**, advanced one Voice of Democracy and one Patriot's Pen winner to the next higher authority, and made a donation to the Department Service Office in order for the Commanders to be eligible for this award. Post and District Quartermasters will be eligible if their Post/District achieves 102% in membership by **June 30, 2024**. The entry form

must be submitted to State Headquarters by suspense date provided on the notification letter. All State Teams will be presented at the August 2024 COA meeting during the Joint Opening.

8. Council of Administration meeting will be March 17, 2024 at John S. Stewart VFW Post #1, 8:30 AM for Joint Meeting. **Workshops** will be on March 16, 2024.

9. State Convention is scheduled for June 05 through June 08, 2024, hosted by Department of Colorado VFW. **Information will be posted on the Department of Colorado Web Page.** (www.vfwco.org)

10. The Department of Colorado Veterans of Foreign Wars Loyalty Day Parade will be in Calhan, CO., Saturday May 4, 2024 10:00 AM line-up time.

11. Applications for the Department State Convention Site for 2025 can be obtained by contacting State Qm. Bruce Dolan, 1400 Carr St., Lakewood, CO. 80214, (303) 421-1630. A check for \$300.00 deposit must accompany the bid application.

ATTEST BY:

|s| *Bruce R. Dolan*
Bruce R. Dolan
Department Adjutant

BY COMMAND:

|s| *John Keene*
John Keene
Department Commander