

EXTENSION

Doris McDonald, Chief of Staff

As the Ladies Auxiliary to the Veterans of Foreign Wars we are dedicated to the organization and to the Veterans we serve by being **“United With Love for Our Veterans and Country”**.

As Deputy Chief of Staff, your duty is to the Auxiliaries within your District. Under the District President’s direction, it is your duty to extend a helping hand. You must never tell the Auxiliaries what to do, or who to elect. Any Auxiliary that is having problems needs your help. President Judy and I both believe we should concentrate on retaining the Auxiliaries we have and the Membership will increase. This is one of the most trusted and important positions in your District. You have been appointed by our Department President to serve as the Deputy Chief of Staff in your District and you should feel very honored.

Our goal this year is to assist and direct the Auxiliaries within your District that are having difficulties. Your job, as Deputy Chief of Staff, is to follow the direction of your District President. Membership is part of your job, however it is important to not interfere with your Membership Chairman. You can work together to make your Membership 100% plus.

Contact the bachelor Post in your District. Ask the Commander if you might speak at a meeting about the importance of having an Auxiliary to assist them. If there is a new Post in your District now is the time to act. Encourage them to accept an Auxiliary to work with them. Don’t insist, you may ask if you might leave any information you have brought and follow through with the advantage of an Auxiliary.

I will not ask for a report unless you are working with an Auxiliary. I will expect a yearend report of your year to determine my awards.

If you attend an Auxiliary meeting, notify the Auxiliary President that you will be there. You are a guest; therefore you do not speak until you are called upon. Here is a checklist of what you might observe.

1. Do they have a quorum of 5 members?
2. Does the Auxiliary President keep the meeting moving?
3. Do they follow the ritual?
4. Do the members enjoy the meeting?
5. Does the Auxiliary have activities with the Post?

Should you have an Auxiliary that needs to disband make every effort to see that all of the members are transferred to another Auxiliary. Discourage going Member at Large. It really won't benefit them in any way. Be sure to work closely with your District President.

If we work together to **Honor Our Heroes Today, Tomorrow and Always – and - By Protecting Veterans Entitlements with Service, Honor and Respect**, we will have an outstanding year.

I'm always just a phone call away and I'm never too busy to talk to you.

Doris McDonald
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Awards

Awards for Members

1. \$25.00 awarded to the member who organizes a new Auxiliary with the approval of the Department President between July 1, 2010, and March 31, 2011. All paperwork and transmittals must be into Department and National Headquarters.
2. \$25.00 awarded for the member in each division that transfers the most number of members from a disbanding Auxiliary to other Auxiliaries. Must be verified by Department records (must have a minimum of 5 to qualify.) List transferred members' name, original Auxiliary, and the Auxiliary the member now belongs.
3. \$25.00 awarded to the person authorized by the Department President in each Division who saves a failing or weak Auxiliary.

Awards for Auxiliaries

1. \$30.00 awarded to each new Auxiliary in each Division whose first transmittal contains the greatest number of members (including Life Members).
2. \$30.00 awarded to the new Auxiliary with the greatest number of new members within 90 days after institution (minimum of 5 members to qualify).

Awards for Deputy Chiefs of Staff

1. \$50.00 awarded to the Deputy Chief of Staff with the most outstanding participation in all phases of the extension and sustaining program. I must receive report on or before April 30, 2011.

National Awards

Awards for Members

1. \$25.00 awarded to each member who organizes a new Auxiliary, with approval of the Department President, between July 1, 2010 and March 31, 2011, provided transmittal and proper paperwork is received at National by April 30, 2011.

2. A keepsake to one authorized member in each Membership Group who best assisted an Auxiliary to be saved and become better functioning as directed by the Department President. The form to apply for Extension Member Award No. 2 can be obtained from your Department President.

Awards for Auxiliaries

1. \$50.00 to each new Auxiliary instituted between July 2010, and March 31, 2011, provided transmittal and proper paperwork is received at National Headquarters by April 30, 2011.

Awards for Department

1. \$50.00 to the Department for each new Auxiliary instituted between July 1, 2010 and March 31, 2011, provided transmittal and proper paperwork is received at National Headquarters by April 30, 2011.
2. A keepsake awarded to one Department Chief of Staff in each Membership Group with the best overall promotional material.
3. Outstanding Performance awarded in each Membership Group based on criteria on Page 1.

***Note: Winners will be published in the yearend Officers & Directors Report, and awards will be mailed to the 2010 – 2011 Department Presidents for distribution.**

