



VETERANS OF FOREIGN WARS DEPARTMENT OF IOWA



No. 3

SEPTEMBER 2019

GENERAL ORDERS

GENERAL ORDERS ARE TO BE READ AT THE POST MEETING

AND POSTED IN YOUR POST.

1. **QUARTERMASTER BOND:** THE RATE UP TO AND INCLUDING \$25,000 IS \$5.00 PER THOUSAND. THE RATE FOR \$26,000 UP TO AND INCLUDING \$100,000 IS \$4 PER THOUSAND. THE RATE FOR \$101,000 AND UP IS \$2.00 PER THOUSAND. The application for the Quartermaster Surety Bond was sent out on July 8, 2019 along with a Post bonding information sheet for those not bonding with Department. The Bond is due before August 31, 2019. **All bonds will expire on August 31, 2019.**

2. **2019 VFW IOWA FALL POW WOW:** The Fall Pow-Wow will be Sept. 27 - 28, 2019 at the Sheraton West Des Moines Hotel, 1800 50th Street, West Des Moines, IA 50266. Room rates are \$108 plus tax. To reserve a room call 1-888-627-8043 and let them know you are with the VFW Fall Conference. The deadline to reserve a room is Sept. 6, 2019.

3. **QUARTERMASTER CLASS TO BE GIVEN AT FALL POW-WOW:** There will be a Quartermaster Class at the VFW Fall Pow-Wow on Saturday Sept. 28, 2019 at 9:00 am. We encourage all Quartermasters to attend the class so they are better prepared to help the members of their Post.

4. **HOMELESS VETERANS STAND DOWN:** The Stand Down will be Sept. 6, 7, & 8, 2019 at the old General Hospital parking lot in Des Moines. Volunteers and donations are needed to help with this great program. Send donations to State Headquarters earmarked Homeless Veterans Stand Down.

5. **STATE CONVENTION REGISTRATION CHANGE:** The By-Law on Convention Registration has changed this year. Each Post will pay, in advance, a State Convention delegate registration fee of five dollars (\$5) for the first delegate and one dollar (\$1) for each additional delegate to which the Post shall be entitled according to Post strength as of March 31st of each year. The registration will be due before April 30th of each year. Each Post is entitled to one (1) delegate for every 30 members or a fraction thereof. Do not send registrations until after March 31 because you will not know the amount owed until March 31st.

6. **IRS ALERT FOR POSTS WITH NEW QUARTERMASTERS:** A reminder that you must file Form 8822-B within 60 days after the new Quartermaster taking office (July 1, 2019) or if your Post address changes. I have attached a copy of the form and the instructions with these General Orders.

7. **COPY OF 990 or 990-N TO STATE HQ:** In an effort to help Posts from losing their Nonprofit status, State Commander Russ Saffell is requiring **ALL POSTS** to send a copy of your 990 to State HQ when you file it. If you file the 990-N send a copy of the receipt showing that it has been **accepted** by the IRS. This is also a requirement from National HQ that all Departments are to have copies of all Posts 990's on file.
- To get a copy of the receipt showing that the 990-N has been **accepted** by the IRS follow instructions below: You **WILL NOT** receive a confirmation e-mail that you filed Form 990-N, (the e-Postcard). To check the status of your electronic filing, log into the Form 990 Electronic Filing System (e-Postcard) and go to the "**Manage Form 990-N Submission**" page. You'll see the status for each Form 990-N you submitted - indicating whether your form was **accepted** or **rejected**. If rejected, click on the "Submission ID" link for additional details.
8. **COMMUNITY ACTIVITIES REPORT:** Please send all Community Activity Reports to the Community Activity Chairman Rick Martin (rickmartin412@aol.com), 412 Nilsen Rd NE, Cedar Rapids, IA 52402. Only 1 report per Post and per Auxiliary will be accepted and is due the eighth of each month.
9. **INSPECTIONS:** District Commanders your attention is directed to Section 517 of the Manual of Procedure, which states that each Post shall be inspected at least once during the year. Please make sure all the Posts in your District are inspected and report them in a timely manner rather than accumulating reports for 100% mailing. Please send completed Reports to **State Inspector Scott McDonald, 3644 W 4th St, Waterloo, IA 50701. Please send white copy only.**
10. **DEPARTMENT OF IOWA 100th ANNIVERSARY CHALLENGE COIN:** The Department is selling a Challenge Coin for the 100th anniversary of the Department. The coins are \$10 each and all proceeds go to the Centennial Fund for the celebration of this monumental milestone.
11. **STATE COMMANDER RUSSELL "DOC" SAFFELL'S MEMBERSHIP PROGRAM BOOK:** State Commander Saffell's Program book is now available. We will send it in a separate email and it will also be available on the VFW Iowa website at: <https://www.iowavfw.org/documents-and-forms>
12. **OFFICERS, ELECTED AND APPOINTED:** Section 216 (c) - Post Officers, elected and appointed shall submit proof of eligibility for files to the Post Adjutant following their election or appointment and prior to their installation. Such proof of eligibility records shall be open to the Post Commander, Post Adjutant and Post Quartermaster. Post Officers, elected and appointed, shall not be installed or assume the duties of their office until such proof of eligibility is in the files of the Post Adjutant. It is the responsibility of the elected and appointed Officer to obtain and submit this proof of eligibility. Section 414 (c) - District Officers, elected and appointed, shall submit proof of eligibility to the District Adjutant. **Additionally, District Commanders, District Senior Vice Commanders and District Junior Vice Commanders shall submit proof of eligibility to the Department Adjutant.**
13. **VFW IOWA 2019-2020 ROSTER BOOK:** To show unity and cooperation the roster book for the 2019-2020 year is a combined VFW & VFW Auxiliary roster book. It has both organizations officer's information listed. It has been distributed electronically and we will let you know when the hard cover is available.

14. **DISTRICT OFFICER VACANCIES:** There are Districts that have incomplete Election Reports. They are **8th**
District: Judge Advocate & Surgeon.

15. **VFW & AUXILIARY FALL 2019 DISTRICT MEETINGS:**

District 2 – 9128 Bettendorf	Sat. Sept. 21, 2019	-JVC Mike Braman Guard Renee Quinn Sr. Vice Sandy Weldon
District 6 – 9599 Jefferson	Sat. Sept, 21, 2019	- SVC Paul Arnold Chaplain Mary Shortt
District 7 – 941 Harlan	Sat. Sept. 14, 2019	-SVC Paul Arnold Conductress Drusilla Novak
District 8 – 4514 Spirit Lake	Sat. Sept. 14, 2019	-PSC/NCM Carol Whitmore Chaplain Mary Shortt
District 9 – Johnson’s Restaurant Johnson’s Restaurant, 916 High St NE, Elkader, 52043	Sat. Sept. 21, 2019	-PSC/PNCM Darrell Blasberg President Kathy McDonald
District 10 – 2541 Algona	Sat. Sept. 14, 2019	-Commander Russ Saffell Jr. Vice Jeanette Henry

16. **SEPTEMBER IS NATIONAL SUICIDE PREVENTION MONTH:** Keep track of your family, friends and fellow comrades! Know the 5 signs....”Not feeling like yourself....feeling agitated....withdrawn....stopped caring about hygiene....feeling hopeless”. One suicide is one too many.

17. **PATRIOT DAY, SEPTEMBER 11:** Per Presidential Proclamation, September 11th is designated as “Patriot Day.” The President requests the flag of the United States to be flown at half-staff (sunrise to sunset) and a moment of silence observed in honor of the individuals who lost their lives on that day due to terrorist attacks on the United States.

18. **POW/MIA RECOGNITION DAY:** Friday, September 20, 2019 is POW/MIA Recognition Day. Posts should conduct an appropriate ceremony. Information on conducting a ceremony can be found in the current VFW Manual of Procedure and a speech is available through VFW State Headquarters.

19. **2019-2020 VOD & PATRIOT’S PEN THEMES:** The 2019-2020 themes are:

Voice of Democracy Theme: What Makes America Great

Patriot’s Pen Theme: What Makes America Great

20. **#SPORTCLIPSSALUTE APPRECIATION WEEK!** I encourage you to visit your local Sport Clips the week of September 15-21 – the week of Sport Clips’ Founder and CEO Gordon Logan’s birthday (Sept. 17) – and get a haircut or purchase some hair products. But don’t stop there – say “thank you” to the Sport Clips managers

and team members! It's because of their efforts that we're able to provide service members and veterans vital support when they need it.

Proudly wear your VFW apparel for your visit, leave your business cards, present [this appreciation letter](#) we've prepared for you, and let Sport Clips management know the VFW is there to support their store, just as they have supported our Help A Hero program.

As an extra incentive to participate, the VFW Foundation will hold a drawing to award 10 VFW Posts and Auxiliaries with a \$1,000 Community Support Grant. VFW Posts and Auxiliaries can qualify in one of two ways:

1. Submit copies of Sport Clips receipts dated during the contest time period.
2. Submit screen shots of your social media posts which must include a photo of VFW/Auxiliary members in a Sport Clips store, and include the **#SportClipsSalute** hashtag and your Post number.

Entries must be submitted to foundation@vfw.org and received during the contest period, Sept. 15-21, 2019. Each entry will be included in the prize drawing, and each Post/Auxiliary that is drawn will receive a \$1,000 VFW Foundation Community Support Grant to be used for a community service project of their choice. Enter early and enter often! The more entries you have, the better your chances to win.

21. **BIG TEN CONFERENCE REGISTRATION:** The 2019 Big Ten Conference will be Oct. 18 - 20, 2018 at the Doubletree by Hilton Hotel Omaha Downtown, 1616 Dodge Street, Omaha, Nebraska, 68102. The room rates are \$119 plus tax. You may call 402-636-4918 to make reservations, make sure and ask for the VFW Big Ten Conference block. Room reservation cutoff date is Sept. 16, 2019. Registration fee is \$125.00 until Oct. 1, 2019. Late Registration is \$135.00 each.

16. **IOWA STATE FAIR BOOTH:** The State Fair Booth produced 100 applications for membership. Last year more than 60 of the applications received at the booth, and sent out to the Posts, were never followed up with by the receiving Posts. In an effort to mitigate this from happening again, the Department Commander has decided to manage the follow-up at the department level. Commander Saffell will be sending out letters to each person who filled out an application at the booth with information about their Post, and how to render payment for their membership. Once payment is received, they will be entered into the membership system, and will officially be members of the receiving VFW Post (*those who provided payment have already been entered into the system and are now members*). The applications will then be sent to the receiving Posts, and will still be required to be voted on at the next Post meeting. If it is determined at the Post meeting that the Post does not want the member in their Post, then the Post Commander will be required to return the application along with a letter stating the Post's reasoning for not electing to add the new/transferring member to their rolls, to the Department Commander. Upon review, and finding the Post's reasoning sufficient the member will then be placed into the at large category of membership.

17. **VFW DECAL LICENSE PLATE:** You may now purchase the decals from the Department of Iowa Headquarters at a cost of \$20 for 2 decals (**one for front and one for rear license plate**) and will then take the decals to your local county tag office and purchase the decal license plate. An order form for the decals can be found at www.vfwiowa.org. Information regarding this decal, including a photo and the contact information, is now available at <https://iowadot.gov/mvd/vehicleregistration/vehicleregistration/decals>.

18. **POST ASSESSMENT:** The Post Assessment for 2019 will be \$1.00 per member based on last year's Adjusted Membership total. If your Post achieved 100% in membership by June 30, 2018, your Post does not have to pay the Post assessment. This will be shown on the Status Report block as 100%. The deadline to pay your Post Assessment is Oct. 15, 2019.

19. **GENERAL ORDERS EMAIL:** General Orders will be sent via Email. Please send your e-mail address to Department Headquarters at vfw Iowa@gwestoffice.net if you have not done so and wish to receive them. Post Commanders and Quartermasters please ensure we have your email address on file. If you do not have email, please contact your District Commander for a printed copy.

20. **VETERANS & MILITARY SUPPORT PROGRAM:** For questions or concerns about connecting with Iowa Military Units, Adopt A Unit, Uplink Phone Calling, Unmet Needs (soldier/military assistance), Post Donor Cards, and MAP Grants for your Post/Auxiliary, contact **VMSP Co-Chairman Todd Jacobus** at todd.jacobus@gmail.com or **515-240-0387**, or **VMSP Co-Chairman Pat Stark** at vfw.patstark@gmail.com or **641-780-9929**, or. Please consider making a donation to Veterans & Military Support Program today. Regarding Operation Uplink, contact Uplink Chairman Pat Stark if you request a phone card for a hospitalized veteran who is in any hospital or nursing home other than one of the VAMF's.

21. **BUDDY POPPIES:** Place your orders **EARLY, AT LEAST 90 DAYS IN ADVANCE OF YOUR DISTRIBUTION DATE**. Every Post should be able to receive donations for at least 1,000 Poppies, which is also a requirement for All State Award. Buddy Poppy prices for 500 poppies are \$72.50 and 1,000 are \$145. Many Posts are not sending their orders in early enough to receive them prior to their scheduled date. ***GET THEM IN AT LEAST 90 DAYS IN ADVANCE OF YOUR DISTRIBUTION DATE.***

(ALL FUNDS RECEIVED FROM BUDDY POPPY DISTRIBUTION ARE TO ONLY BE PLACED IN THE POST'S RELIEF FUND! THESE FUNDS ARE NOT ALLOWED TO BE USED FOR ANY OTHER PURPOSE! BUDDY POPPY FUNDS ARE NEVER TO BE USED TO RAISE MONEY FOR A POST'S GENERAL FUND)

22. **DEFECTIVE BUDDY POPPIES:** For adjustment purposes, it is necessary to report all quality problems and shortages concerning the buddy poppies to Daniela Garcia (816)756-3390 Ext 6722 or BuddyPoppy@vfw.org, in the VFW Programs Department, within 30 days of receiving the order. After receiving your poppy order, you will need to check it as soon as possible for defective poppies and any shortages. After 30 days, no adjustments will be made. If a Post fails to report that they haven't received their Buddy Poppy order within 90 days from the date of the invoice to their Department Headquarters, they will not be replaced.

23. **CHAIN OF COMMAND:** Use your chain of command. If there are issues at your Posts, start with the Post Commander, then District Commander, then Department Commander.

24. **CHECKS SENT TO DEPARTMENT (STATE) HQ's:** When forwarding your checks to VFW State Headquarters, please make it out to "**VFW Iowa**" and indicate what the check is to be used for: Hospital Fund, VOD Fund, Disaster Fund, etc. in the **MEMO section at the bottom left of the check.**

25. **SOVERIGNTY + UNITY**

Question Number 11(a) on every Post/District Inspection Form asks: "**Is there proper cooperation between the Post/District and it's Auxiliary unit**"? If you cannot answer "yes" to this question, that is a serious ding on your Inspection. Posts/Districts and Auxiliaries must come together and operate in unity while still respecting each other's sovereignty. No VFW Member should ever be present at any Auxiliary meeting without being invited. Furthermore, even if invited, no VFW member should ever interfere with any of the ritual or business operations of any Auxiliary. Posts/Districts/VFW members are expected to work closely with their Auxiliary counterparts; plan events together, and work together in harmony; but not interfere in official dealings unless consulted to do so.

If there is an issue whereby the Auxiliary is refusing to cooperate, attempt to resolve the issue at the post level first by having a joint discussion about how you can better work together. If still unresolved, use the Auxiliary's chain of command (District President > Department President). Do not let in-fighting create division that creates an unwelcoming environment in your Post/community. We are all charged with fulfilling the promise to foster true comradeship and patriotism within our ranks and throughout our communities. We can do better!

26. **MARK YOUR CALENDARS!**

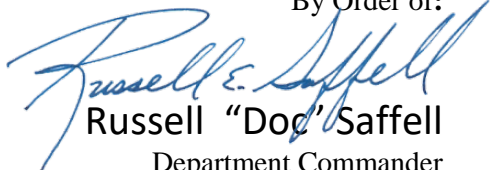
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2020 MID-WINTER CONFERENCE will be Jan. 17 - 18, 2020 at the Holiday Inn Des Moines Airport, 6111 Fleur Dr., Des Moines, IA 50321. The room rate is \$103 plus tax.

99TH ANNUAL VFW IOWA STATE CONVENTION will be June 4 - 7, 2020 at the Embassy Suites by Hilton Des Moines Downtown. The room rate is \$114 plus tax, \$124 Triple and \$134 Quad, which includes a free hot breakfast with made to order pancake and omelet station and a free Happy Hour reception in the evening with light snacks and free alcoholic and non-alcoholic drinks. Every sleeping room is a two-room suite with a private bedroom & separate living area that features a microwave, refrigerator, 2 televisions, and a pull-out queen sofa sleeper. The hotel is located in the Historic East Village.

OFFICIAL: *Jerry Black*
State Adjutant-Quartermaster
VFW Department of Iowa
RS/jb

Semper Fidelis,
By Order of:

Russell "Doc" Saffell
Department Commander
VFW Department of Iowa