

UNWAVERING SUPPORT



FOR UNCOMMON HEROES™

How To Identify An Unhealthy VFW Auxiliary

And how to make it well again!





Are the National Requirements Completed?

1. Auxiliaries have to have at least 10 business meetings a year attended by at least 5 members in good standing (Sec. 210)
2. Dues should be paid on at least 10 members on or before Feb. 1 of the CURRENT year (Sec. 207)
3. Up to date quarterly Audit reports much be submitted by the Trustees on time (Sec. 814)
4. Officers need to be elected, installed and reported to National headquarters no later than June 30th
5. Offices of the President and Treasurer must be bonded by Aug. 31st

If these are not completed, the Auxiliary is considered “Unhealthy” till they are. The Department officers are more than happy to assist with these requirements.



Are the National Requirements Completed?

- These are 5 of the things that National REQUIRES be done. Your District and Department officers will keep asking!
- Requests that come from your District & Department officers are things that National requires be done!
- Keeping your Charter as an Auxiliary has many requirements and responsibilities - District & Department officers are elected to ensure Auxiliaries are completing the necessary tasks
- If you need help with anything that is asked of you, just let your District President know! They will reach out to Dept. if needed



Are The Auxiliary Officers Properly Trained?



- Training is essential so that new officers know what's expected of them.
 - Does each officer know the requirements of their position and how to execute those duties?
- Are the officers conducting meetings properly? Following an agenda?
- Are the books of the Treasurer & Secretary being properly maintained?
 - Are the audits being properly completed quarterly by the trustees?



Often times the first indication of an unhealthy auxiliary is when a District President or Dept. officer visits the Auxiliary and they are struggling with their meeting or does an inspection

Are The Auxiliary Officers Properly Trained?



- ALL officers should attend the “Officer Training” (OTI) opportunities organized by their District and Department
 - This is where you learn! This is where you meet mentors
- Make the time to attend these.
 - You will meet with fellow officers who may also be new or maybe ‘seasoned’ officers who are more than happy to mentor new or current officers who feel they need help
- Attend the District meetings, Council of Administration meetings and any other District or Dept. meetings you can.
- There are also so many resources out there for officers to utilize!
 - vfwauxiliary.org/resources to find so many tools to help you learn
 - nhvfwaux.org and click on the multiple Officer OTI Presentation options, especially the “Officer Training Slides- Feb. 2018”. Still relevant today.



Are Healthy Communications Happening?



- Are the members getting along well?
 - Working together for the common goals of the organization?
 - (i.e. helping our Veterans, their families and our community)
 - Is the President promoting harmony within the Auxiliary and at meetings
 - (part of the job of the President per the Bylaws)?
 - Are the members respecting the officers who they, by majority vote, elected or are they trying to undermine their authority?
 - Are all the members being included in communications so that they are all aware of the activities of the Post?
 - An electronic Newsletter?
 - Are there arguments happening at the Post, during meetings or after meetings?
- These are warning signs of an unhealthy Auxiliary.

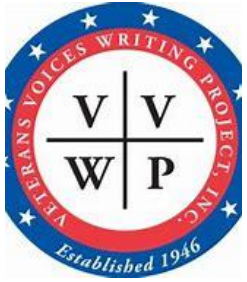


Are Healthy Communications Happening?



- Everyone isn't going to get along at all times
 - There should be respect within meetings with everyone having the opportunity to share their ideas
 - Listen, Understand the other person and truly hear what they are saying
- We are all adults and as such we should be behaving in an adult manner
 - Gossip and "back biting" affects the Auxiliary in a negative way
 - Affects the image of the Auxiliary to new members and our community in general
- If there is a conflict, it should be handled in a kind, considerate way
 - An outside mediator may be needed
 - District President should be the first person contacted
 - They will contact Department if necessary (chain of command)





Are the National Programs being worked and reported?



- Auxiliary meetings – Is the President or their Chairman talking about each of the National Programs
 - Is information being shared about these with the members?
 - Do they have Chairman for each program?
- Are the Program reports part of the meeting agenda?
- Is the information from the District and Department about program activities being shared at the Auxiliary meeting?
- Do people even know what the National Programs are?
- Do people know who the District/Department Chairman are if they have questions?
- Is anyone assigned to enter program work into the NH online reporting system?
If these above things aren't being done, it will be identified as an unhealthy auxiliary.





Are the National Programs being worked and reported?



- Each Auxiliary should have a chairman or someone in charge of sharing the info of each program
 - Try to find a way for your Auxiliary to do something with these programs.
 - The Pres. may report, some people may have more than one program to chair if needed
 - These programs are the back bone of the organization. It's why we're here.
- You can easily know what to do and get ideas by visiting the nhvfwaux.org website and looking under each program tab
 - There are District and Dept. Chairmen for each of these programs you can reach out to for ideas.
- Someone or a few people in your Auxiliary need to be willing to enter into the reporting system the information from your members for their efforts in each of these programs
 - Use the sample reporting collection sheets on the website nhvfwaux.org OR NH.VFWPORTAL.NET
- These programs include:
 - Americanism, Community Outreach, Buddy Poppy & National Home for Children, Chief of Staff/Mentoring, Historian/Media Relations, Hospital, Legislative, Membership, Scholarships, Veterans & Family Support, Youth Activities



The District and Department Officers Are Here to Help your Auxiliary be Healthy!



- You may be put on “suspension”.
 - None of us like that word, but please don’t take it as a negative.
 - It’s simply the name of the process through which the Department Officers can help you with issues through mentoring and guidance.
- Sometimes it can feel overwhelming if you’re a new officer.
 - There are new terms to learn, Traditions, requirements, programs, etc.
 - None of us who have been in the organization for many years knew what to do when we started either.
 - None of us knows everything now! The By-laws get updated, the program requirements change, the meeting format has changed over the years, on and on.
- It’s not a static organization, it’s dynamic, exciting, challenging and rewarding as are most groups you may belong to.
 - YOU are the most important part of this organization.
 - Mentorship is so important. If you don’t know something or are struggling, REACH OUT!
 - With several hundred members, we need you to let us know you’re in need of training, mentorship, help, assistance, guidance and love!



The District and Department Officers Are Here to Help your Auxiliary be Healthy!



- Suspension simply means that a group of District and/or Dept. officers will meet with you, attend your meetings, address your needs and get you back on the path to being a Healthy Auxiliary by helping you to be sure that:
 - The National requirements are met
 - The Officers are fully training so they can perform their duties
 - The communications within your Auxiliary are positive and meaningful
 - The National programs are being worked and your efforts reported



After a few months, utilize the “Health Checkup” Questionnaire with your members.

Remember, we want your Auxiliary to thrive, grow and do the good work of the organization as well as be a FUN way to meet new friends and make a difference for our Veterans, their families and our community

