



VETERANS OF FOREIGN  
WARS AUXILIARY  
DISTRICT 2  
FALL MEETING NOTICE

**DISTRICT OFFICERS, DISTRICT CHAIRMEN, AND ALL VFW AUXILIARY MEMBERS ARE  
INVITED – THAT IS THE *WHO***

FOR THE SECOND(2<sup>ND</sup>) DISTRICT FALL CONFERENCE – *THAT IS THE WHAT*  
**ON SATURDAY, OCTOBER 5, 2024 – HERE IS THE *WHEN***

AUX # 8483 THOMAS L TRUAX & KENT W LONGMIRE AUXILIARY – *IS OUR HOST*  
VFW CLUB 5737 CTH CV, MADISON - *IS THE WHERE*

**REGISTRATION – 8:30am @ \$.50**

**9:30am – IS THE MEETING *STARTING TIME***

**LUNCH WILL BE AT COST OF \$10 – Spaghetti, garlic bread & salad ---RSVP by 9/25 to Dist President**

**Our Department Junior Vice President Charlene Cobb will be the Official Representative**

The Fall Conference is for the purpose of a **SCHOOL of INSTRUCTION** for all members. This is where the Chairmen will promote our Programs, perform our Memorial Service, and to conduct any business necessary. **STANDING RULES WILL BE REVIEWED AT THIS MEETING PLEASE BRING A COPY WITH YOU.**

THERE WILL BE TRAINING ON THE NEW BOOKKEEPING SYSTEM & MALTA

***THIS IS THE WHY***

**OFFICERS:** If unable to attend this meeting, PLEASE let me know , so I can have a protem.

Officers please note – Official uniform is to be worn-blue shirt, black pants, & black shoes.

**PROGRAM CHAIRMEN:** Have fun promoting your program keeping them to about 5 minutes -PLEASE HAVE A COPY FOR THE SECRETARY FOR THE FILES. IF UNABLE TO ATTEND PLEASE SEND(EMAIL) COPY TO SECRETARY TO READ.

**AUXILIARY PRESIDENTS:** It is your duty and obligation of that office to attend all District meetings. You are encouraged to bring as many other Auxiliary members with you.

**REMINDER:** DISTRICT DUES; OF \$.25 PER MEMBER ARE DUE BY THE: SEPTEMBER 30<sup>TH</sup> TO THE DISTRICT TREASURER

Carol Welch, 2<sup>nd</sup> District President  
[cwelch1@frontier.com](mailto:cwelch1@frontier.com)  
608-216-6680

Lenore Otto, 2<sup>nd</sup> District Secretary  
[lennylavfw@yahoo.com](mailto:lennylavfw@yahoo.com)  
262-560-1222

**VFW Auxiliary -2<sup>nd</sup> District  
Meeting Minutes of April 13, 2024  
At Post 3709 Watertown  
Watertown, WI**

Greetings were extended from the host VFW Auxiliary 3709 President Christine Bowen.

Second District President Carol Welch opened the meeting per ritual at 09:30AM on Saturday, April 14, 2024.

**Roll Call of Second District Officers:**

Officer absent was Sr. Vice President Janey Owens.

**Roll Call of Second District Chairman:**

Second District Chairmen were all present.

**Roll Call of Past Department Presidents:**

Past Department President absent Sharon Oliver.

**Roll Call of Past District Presidents:**

Past District Presidents absent were Pat Baas, Carol Bitter, Linda McQuade-Breitling, Dorothy Reinke, Diane Kohr, Sharon Oliver, Lois Wollenzien, Ann Wirth, and Cheryl Woodards.

**Other Guests:**

Special Guest Department President Sherrie Rosenau was introduced. Other Department Officers in attendance were Jr. Vice President Kim McWilliams, Treasurer Lenore Otto and Past Department Presidents Laurel Ann Wiese Lenore Otto, Linda Schluter and Faith Elford.

<b><u>Roll Call of Auxiliaries:</u></b>	<b>(7 Presidents)</b>	<b>(31 Members)</b>
<b>Auxiliary #</b>	<b>President</b>	<b>Members</b>
328 Stoughton	P	2
1318 Madison	-	-
1707 Portage	-	-
1879 Fort Atkinson	P	11
2260 Oconomowoc	P	6
3589 Jefferson	P	-
3709 Watertown	P	4
6377 Sussex	-	-
7221 Mukwonago	-	-
7591 Madison-Day	-	5
8216 Middleton	-	-
8483 Madison-Truax	P	3
9362 Sun Prairie	-	-
9537 Pewaukee	P	-

**Meeting Minutes and Official Communications:**

District President Carol Welch asked for any corrections to the minutes that were distributed per the Standing Rules. Minutes approved as sent. Official communications were read.

**Treasurers Report:**

District Treasurer Karen Baumann read the Treasurers Report for the period of August 1, 2023- March 31, 2024. Report filed subject to audit.

2<sup>nd</sup> District Treasurer’s Report – April 13, 2024  
Period covered: August 1, 2023 – March 31, 2024

	Total brought forward	\$ 3,078.78	
	<u>REC.</u>	<u>DISB.</u>	<u>BALANCE</u>
<b>GENERAL FUND: Balance Brought Forward:</b>			<b>\$ 2,801.53</b>
<b>Receipts:</b>			
Dues from 15 auxiliaries	303.00		
½ Fall Meeting Registration	7.75		
<b>Total General Receipts:</b>	<b>310.75</b>		
<b>Disbursements:</b>			
Linda Moran – Love gift		20.00	
<b>Total General Disbursements:</b>		<b>20.00</b>	
<b>General Fund Balance:</b>			<b>\$ 3,092.28</b>
<b>SPECIAL FUND: Balance Brought Forward:</b>			<b>\$ 277.25</b>
<b>Receipts:</b>			
50/50 Raffle at Fall meeting	50.00		
\$10 donations from 14 auxiliaries	140.00		
"Rounding up" donation from 1 auxiliary	5.25		
<b>Total Special Fund Receipts:</b>	<b>195.25</b>		
<b>Disbursements:</b>			
Donation to President’s Project (Sierra Delta)		277.25	
<b>Total Special Fund Disbursements:</b>		<b>277.25</b>	
<b>Special Fund Balance:</b>			<b>\$ 195.25</b>
<b>TOTAL BALANCE in Checking Account on <del>July 31, 2023</del> March 31, 2024</b>			<b>\$ 3,287.53</b>

**Presentation of Bills:**

None

**Introduction of Guests:**

The Department Guests and Chairmen were recognized on the floor.

**Program Committee Reports:**

All committee reports were read except Vets and Family Support.

**Audit Report:**

One Year Trustee Laurel Ann Wiese read the audit report for the period of April 1, 2023-July 31, 2023. Laurel Ann Wiese, seconded by Donna Butler, made a motion to accept the report. Motion carried.

VETERANS OF FOREIGN WARS AUXILIARY  
DEPARTMENT OF WISCONSIN  
DISTRICT AUDIT REPORT

DISTRICT # 2 COVERING DATES: April 1 - July 31, 2023  
MAIL TO DEPARTMENT TREASURER IMMEDIATELY FOLLOWING DISTRICT MEETING

FUND	CASH BALANCE LAST REPORT	RECEIPTS	DISBURSEMENTS	CASH BALANCE THIS REPORT
AUX. GENERAL	2906.01	94 <sup>00</sup>	(198 <sup>48</sup> )	2801 <sup>53</sup>
ANY OTHER FUND	204.25	73 <sup>00</sup>	0	277 <sup>25</sup>
SAVINGS				
TOTAL BALANCE	3110.26	167 <sup>00</sup>	(198 <sup>48</sup> )	3078 <sup>78</sup>

BANK BALANCE AS SHOWN ON BANK STATEMENT \$ 3078<sup>78</sup>  
 PLUS OUTSTANDING DEPOSIT \$ 0  
 LESS OUTSTANDING CHECKS \$ 0  
 TOTAL ADJUSTED BANK BALANCE \$ 3078<sup>78</sup>

This is to certify that the books and records of the Treasurer and Secretary have been audited,  
found correct, and all money accounted for

TRUSTEES SIGNATURES: (MUST BE AT LEAST 2)

#1 Laurel A. Weir  
 #2 Elaine W. Warynski  
 #3 Barbara Spical

DATE AUDITED COMPLETED: 4/13/24 DATE AUDIT APPROVED: 4/13/24

DISTRIBUTION : ORIGINAL TO; DISTRICT SECRETARY AFTER THE SENIOR TRUSTEE HAS READ AND  
MOTION TO ACCEPT READ AUDIT.

COPY TO BE MAILED TO; DEPARTMENT TREASURER  
LENORE OTTO  
1383 W WISCONSIN AVE  
OCONOMOWOC, WI 53066

12/2021

**Unfinished Business:**

President Carol Welch shared 100% Certificate awarded from Midwinter and announced that District 2 will Sing a Song at Convention, more details to follow.

## **New Business:**

### **Election of Officers**

Election of officers for the 2024-2025 year were held with Linda Schluter appointed as Judge and Lenore Otto and Faith Elford as Tellers.

President: Carol Welch was nominated by Karen Baumann and elected by acclamation

Sr. Vice President: Janey Owens was nominated by Carol Welch and elected by acclamation

Jr. Vice President: Debbie Kitsembel was nominated by Carol Welch and elected by acclamation

Treasurer: Karen Baumann was nominated by Elaine Waraczynski and elected by acclamation

Chaplain: Donna Butler was nominated by Linda Schluter and elected by acclamation

Conductor: Nicole David was nominated by Molly Harris and elected by acclamation

Guard: Elaine Waraczynski was nominated by Laurel Ann Wiese and elected by acclamation

Three-Year Trustee: Kathy Kakuschke was nominated by Karen Baumann and declined

Faith Elford was nominated by Nicole David and elected by acclamation

### **Installation of Officers:**

The following officers were installed for the 2024-2025 year by Past Department President Marla Morgan

President: Carol Welch

Sr. Vice President: Janey Owens

Jr. Vice President: Debbie Kitsembel

Treasurer: Karen Baumann

Secretary: Lenore Otto

Chaplain: Donna Butler

Conductor: Nicole David

Guard: Elaine Waraczynski

Three-Year Trustee: Faith Elford

Two-Year Trustee: Sandra Sproul

One-Year Trustee: Elaine Waraczynski

Patriotic Instructor: Christine Bowen

### **Report of Trustees:**

None

### **Good of the Order:**

Department President Sherrie Rosenau addressed the meeting, thanking everyone for attending, wishing all newly installed officers good luck, invited everyone to Department Convention and the Military Ball. She also announced that 58 members are needed to reach 100% for Department and announced she will transfer to District 8 after Convention. Department Jr. Vice President Kim McWilliams complimented a great meeting and hoped to see everyone at Convention. Department Treasurer Lenore Otto reported on updated annual dues: \$20 (\$10 for National and \$10 for Department), IRS forms 8828B forms need to be filed for any new Treasurers, 990 forms are free to file, remember to change names on all accounts for new Presidents and Treasurers elected and Malta has a new bookkeeping system feature, 2024-2025 Presidents pins are \$3/each, due by May 24<sup>th</sup> with a minimum 15 pins ordered.

The following funds were given to District Treasurer:

Registration- \$9.75                      50/50 Raffle- \$90.00                      Total-\$99.75

Meeting closed per ritual at 11:50AM. The next meeting will be the Fall Meeting date and time to be determined.

Respectfully Submitted,

Molly Harris, Secretary

**VETERANS OF FOREIGN WARS AUXILIARY-WI**  
**2022-2<sup>ND</sup> DISTRICT STANDING RULES-2023**

1. **District President:** is responsible for the district property such as the flags, podium, stands, etc. An inventory list must be given to both the District Treasurer and the District Secretary at each Spring meeting, for insurance coverage.  
  
He/she may set up an advance meeting with his/her officers and chairmen sometime in August to formulate plans for the coming year and to instruct his/her officers as to what is expected of them. This may or may not be held at the same time that the parent organization(VFW) holds their meeting.  
  
The District President gives a financial and membership status report, prepared by the District Treasurer, to the District Commander as of June 30<sup>th</sup> per Sec. 810, 4<sup>th</sup> bullet of the Bylaws.  
  
The District President sends his/her column for the district newsletter by the 10<sup>th</sup> of the month to whoever is editing the newsletter, when we have one again.  
  
The District President shall be allowed mileage at the current rate (.35 per mile) for the district meetings and the August organizational meeting. This is in accordance with mileage allowed by the department for his/her auxiliary inspections. When increased/decreased by the Department Convention Body, the district allowance will increase/decrease accordingly.  
  
**Postage expense:** for the District President shall be submitted through the proper channels at each district meeting or no payment will be made.  
  
**Supply expense:** the District President will be allowed a flat fee of \$100.00
2. **District President's gift:** the District Treasurer shall purchase one Past President's Pin and jewel when a new President is elected, which will be presented to him/her at the spring district meeting upon completion of final term, if he/she desires. A maximum of one pin per lifetime will be gifted.
3. **Representative:** The District President should appoint the Sr. Vice President, a Past District President, or a Past Department President to meet and aid the department representative when he/she arrives and present him/her with registration and meal ticket.
4. **District Treasurer:** shall purchase \$10,000 bond prior to August 31 deadline, the bond is taken care of by the District Treasurer and President automatically with National Headquarters at their regular rate and order 3 new by-laws/rituals when available from National at proper time. (President-Secretary-Treasurer)
5. **Gift to the Department President or Representative:** a gift of \$20 will be presented at his/her official visit.
6. **District Secretary:** the Secretary will send or email the district minutes and meeting notices 45 days prior to the next meeting to the following people: Auxiliary President, District Officers, Past District Presidents, Past Department Presidents and Past National Presidents, if from the Second District. (if an Auxiliary President is also a Past District President, he/she shall receive a copy for himself/herself). Also if holding more than one office such as Past Department President, Past District President, officer or chairman he/she will receive only one copy. Meeting notice is to be mailed to all department line officers along with one copy being mailed to the Department Secretary for the file.
7. **District Sr. and Jr. Vice Presidents:** each year the District Sr. and Jr. Vice Presidents are invited (at their own expense) to attend the July council meeting and instructional meeting for District Presidents. The department pays \$50.00 to each Sr. or Jr. Vice President who answers roll call at either the Friday night or Saturday meeting. Every effort to attend should be made. They will receive helpful and valuable information for doing inspections and programs.

8. **District Jr. Vice President:** at the Spring meeting will bring an appropriate card to be passed around for a gift to be presented to the outgoing president.
9. **Memorial Service:** the District Memorial Service will be held at the Fall District Conference. Names of deceased brothers/sisters are to be sent to the district secretary in advance of the meeting to be included in the service.
10. **Registration and Meals:** complimentary registration and meal tickets shall be extended by the hosting auxiliary to the following people: District President, spouse or companion; department auxiliary representative, spouse or companion. In the event a post does not have an auxiliary, the cost will be the responsibility of the district auxiliary.
11. **Meeting Place:** it shall be the District President's responsibility to make the president of the hosting auxiliary aware of the meeting date well in advance and to work with them personally in planning the meeting. The hosting auxiliary will see that a large enough room is provided to conduct the meeting properly. Fall and spring meeting room should be large enough for floor work. They will also be advised of the address and phone number of the post to be included in the meeting notice to be sent out. (for example: VFW Club, 120 Main St., City - phone:414-123-9876) a speaker system should be provided if at all possible. The hosting auxiliary president will open the district meeting with a short welcome and introduce the District President who then presides.
12. **Food:** donuts and hard rolls along with coffee should be available for early arrivals at each of the meetings. The menu should be discussed with the District President well in advance. Price of the meal, as set by the Second District as of 2022 is: \$10.00 for sandwich meal and \$15 for full meal.
13. **Registration:** hosting auxiliary should provide two or more members to take care of the registration table. At the fall meeting, members register- name, auxiliary number, title and city on a sheet of paper. At the spring meeting the hosting auxiliary will provide one brother/sister (he/she collects \$.50). Credentials chairman and his/her assistant will take care of delegates and alternates. Delegate forms are to be turned into the Secretary who will keep on file for minimum of one year. Fee for registration shall be \$.50 per member. One-half of the total registration is given to the District Treasurer and the hosting auxiliary retains one-half. Registration lists should be given to the District Secretary and can be destroyed by her when he/she is finished with them. (he/she may need to check the correct spelling of names.) Registration fee is not required at the organizational meeting.
14. **District Raffle:** \$10 suggested donation from auxiliaries. The hosting auxiliary should provide 2 sellers, Tickets \$1 each or 6 for \$5 for a 50/50 Raffle. Proceeds given to District Treasurer. Program to be decided before drawing based on needs each year. Local auxiliary should not have a table.
15. **Department President from District 2:** The District will give a gift of \$100 to when the Department President is from our District. This gift is to be presented at his/her installation.

**Note: These standing rules are to be updated each year at the Fall District Conference.  
Updated on August 27, 2022 by Lenore Otto and Molly Harris.**