



VETERANS OF FOREIGN WARS AUXILIARY  
DISTRICT 2  
SPRING MEETING NOTICE

DISTRICT OFFICERS, DISTRICT CHAIRMEN, and ALL VFW AUXILIARY MEMBERS are INVITED  
FOR THE SECOND(2<sup>ND</sup>) DISTRICT SPRING CONVENTION  
ON SATURDAY, APRIL 26<sup>TH</sup>, 2025

HOEPPNER-HORN BROS POST #5716 -- 262-679-0800  
17980 W BELOIT RD  
NEW BERLIN, WI 53146

REGISTRATION – 8:30 @ \$.50  
9:30AM IS MEETING STARTING TIME

LUNCH WILL BE AT COST OF \$10-RSVP BY MARCH 25, 2025 TO: Lenore Otto(info below)  
OUR DEPARTMENT CHAPLAIN MARGE SOUTHWORTH WILL BE THE OFFICIAL REPRESENTATIVE

THE SPRING CONVENTION IS FOR THE PURPOSE OF ELECTION OF OFFICERS AND TO  
TRANSACT BUSINESS.

**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:** Give a brief wrap-up of program...please have a copy for Secretary for the files. **IF UNABLE** to attend please send or (email) copy to Secretary to read.

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

**REMINDER: THAT ONLY AUXILIARIES WITH CURRENT DELEGATE SHEETS and AUDITS ON FILE  
WILL BE ABLE TO VOTE.**

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 OCTOBER 5, 2024  
AT POST #8483, MADISON  
MADISON, WI**

Greetings were extended from the host VFW Auxiliary 8483 President Elaine Waraczynski.

Second District President Carol Welch called the meeting to order with the opening conducted per ritual at 9:30am with dues cards being checked and all entitled to remain.

**ROLL CALL OF SECOND DISTRICT OFFICERS:** Junior Vice President, Debra Kitsembel(Protem Faith Elford)

**ROLL CALL OF SECOND DISTRICT CHAIRMAN:** All present.

**ROLL CALL OF PAST DEPARTMENT PRESIDENTS:** Past Department President absent Sharon Oliver.

**ROLL CALL OF PAST DISTRICT PRESIDENTS:** Absent were-Pat Baas, Carol Bitter, Linda McQuade-Breitling, Dorothy Reinke, Diane Kohr, Sharon Oliver, Lois Wollenzien, Ann Wirth

**INTRODUCTION OF GUESTS:** Department Representative Charlene Cobb, Department President Cheryl Woodards, PDP/Department Secretary Faith Elford, PDP/Department Treasurer Lenore Otto, Department Chaplain Marge Southworth, Department Conductor Jennifer Mauritz, Department Chief of Staff Linda Moran, Department Historian Nicole David, Department Musician Jean Miller

**ROLL CALL OF AUXILIARIES:**

#	NAME	President	#members
328	Badger	P	2
1218	Lt Marion Cranefield		
1707	Cleary-Krech	P	2
1879	Edwin Frohmader	P	6
2260	Solveson-Moos-Abrahamson	P	2
3709	Beaudoin-Koehler-Draeger	P	1
6377	Horn Mudlitz		
7221	Mukwonago Memorial		
7591	Day Post		9
8216	William(Sonny) Simon	P	
8483	Traux/Longmire	P	4
9362	Klubertanz-Trapp	P	2
9537	Pewaukee Memorial	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 were approved as distributed. Official none.

**TREASURER’S REPORT:** District Treasurer Karen Baumann read the Treasurer’s Report for the period of April 1, 2024 thru August 31, 2024. Report will be filed to audit.

**2<sup>nd</sup> District Treasurer’s Report – October 5, 2024**  
 Period covered: April 1 - August 31, 2024

	<b>Total brought forward</b>	<b>\$ 3,287.53</b>
	<u>REC.</u>	<u>DISB.</u>
	<u>BALANCE</u>	
<b>GENERAL FUND: Balance Brought Forward:</b>		<b>\$ 3,092.28</b>
<b>Receipts:</b>		
½ Spring Meeting Registration	9.75	
Dues from 11 auxiliaries	192.25	
<b>Total General Receipts:</b>	<b>202.00</b>	
<b>Disbursements:</b>		
Karen Baumann – 2 podium books & Past President’s pin	266.95	
Sherrie Rosenau – Love gift	20.00	
Bond for 2024-25	30.00	
<b>Total General Disbursements:</b>	<b>316.95</b>	
<b>General Fund Balance:</b>		<b>\$ 2,977.33</b>
<b>SPECIAL FUND: Balance Brought Forward:</b>		<b>\$ 195.25</b>
<b>Receipts:</b>		
50/50 Raffle at Spring meeting	90.00	
\$10 donations from 10 auxiliaries	100.00	
“Rounding up” donation from 1 auxiliary	6.50	
<b>Total Special Fund Receipts:</b>	<b>196.50</b>	
<b>Disbursements:</b>		
None		
<b>Total Special Fund Disbursements:</b>	<b>0.00</b>	
<b>Special Fund Balance:</b>		<b>\$ 391.75</b>
<b>TOTAL BALANCE in Checking Account on August 31, 2024</b>		<b>\$ 3,369.08</b>



**PRESENTATION of BILLS:** NONE

**INTRODUCTION OF GUESTS:** Department Chairmen: National Scholarship Deanna Carothers, Ways & Means Kathy Kakushke and Diana Thom were recognized from the floor.

**REPORTS OF COMMITTEES:** All Committees were reported on and are on file.

**AUDIT REPORT:** 3 Year Trustee Faith Elford read the audit report from April 1 – August 31, 2024. Seconded by District Chaplain Donna Butler to accept the Audit Report. Motion carried.

VETERANS OF FOREIGN WARS AUXILIARY  
DEPARTMENT OF WISCONSIN  
DISTRICT AUDIT REPORT

DISTRICT # 2 COVERING DATES: Aug 1, 2023 - March 31, 2024  
MAIL TO DEPARTMENT TREASURER IMMEDIATELY FOLLOWING DISTRICT MEETING

FUND	CASH BALANCE LAST REPORT	RECEIPTS	DISBURSEMENTS	CASH BALANCE THIS REPORT
AUX. GENERAL	2901.53	310.75	20.00	3092.28
ANY OTHER FUND	277.25	195.25	277.25	195.25
SAVINGS				
TOTAL BALANCE	3078.78	506.00	297.25	3287.53

BANK BALANCE AS SHOWN ON BANK STATEMENT \$ 3287.53  
 PLUS OUTSTANDING DEPOSIT \$ .00  
 LESS OUTSTANDING CHECKS \$ .00  
 TOTAL ADJUSTED BANK BALANCE \$ 3287.53

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 [Signature]  
 #2 [Signature]  
 #3 [Signature]

DATE AUDITED COMPLETED: 10/5/24 DATE AUDIT APPROVED: 10/5/24

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: NONE

SHORT BREAK

NEW BUSINESS: DRAPING OF CHARTER and MEMORIAL SERVICE WAS HELD. Charter was draped for all deceased members of District 2 and Past Department President Jean Houim who passed in 2023-2024 year this was the followed by Memorial Service. The following names were read:

- # 328 – Kathleen Paris, Marlene K Johnson, Pam Griggs
- #1318 – Helen Mae Chadwick, Myrty Brazee, Helen Newton, Evelyn G Mettel
- #1707 – Alice Atkinson
- #1879 – Suzanne A Clark, Bernadine Fry,
- #2260 – Doris L Jans, Patricia T Biedenbender, Elizabeth Robertson,
- #3709 – Martha Dallman, Barbara M Gaugert, Luanna Fenz, Dorothy Schwefel, Teddi Neevel Flahive, Grace Bentzin, Edina E Macleod
- #6377 – Norma Mielke, Mildred M Wierl
- #7221 – Gwendolyn H Hartley, Ruth E Meeth
- #7591 – Isabel Beecher, Melanie L Kolaske, Dorothy C Roth, Theres Lynn Bultman, Joyce D Hornburger Gladys Schoeffel, Rebecca J Jorgensen, Nola Lendborg, Rita M Salathe, Maarjorie Rowley, Arlene J Kirchesh, Delores Kiefer, Lila M Eide, Muriel D Arms, Phyllis J Rodefelf, Arlene S Mulholland
- #8483 – Bernice M Patton, Shirley Meinzer, Juanita M nash, Lois P Fritz, James D Foerster, Jaetta Elliott, Evelyn Peterson, Beverly Stephenson
- #9362 – Donna Brooks, Ruth E Weisensel, Joyce B McGovern
- PDP – Jean Houim

Standing Rules were presented at this time with minor word changes:

- #1 - 5<sup>th</sup> paragraph, 3<sup>rd</sup> line — inspections to OFFICIAL VISITS
- #6 – last line-- mailed add /EMAILED
- #7 – last line—inspections to OFFICIAL VISITS.
- #9 – to Read: **Memorial Service:** the District Memorial Service will be held at the Fall District Conference with the District Secretary pulling the Deceased List from MALTA for past year.
- #11 – to Read: **Meeting place:** it shall be the District President's responsibility to make the President of the Hosting Auxiliary aware by giving them a copy of the guidelines....the rest the same
- #13 – line 7 to read her/HIM

Motion was made by Cheryl Woodards seconded by Elaine Waraczynski to accept the Standing Rules as updated. Motion carried.

A motion by Faith Elford seconded by Donna Butler to donate \$391.75 to the Department President's Special Project. Motion carried.

REPORT OF TRUSTEES: No action needed

SUGGESTIONS FOR THE GOOD OF ORDER:

Department Representative Charlene Cobb addressed the District with compliments on Charimens reports and upcoming events. Department President Cheryl Woodards had comments on the National President's Special Project and Thank you for donation to this year's President's Special Project. Comments were also given from Department Chaplain Marge Southworth, Department Conductor Jennifer Mauritz, Department Secretary Faith Elford, Department Treasurer Lenore Otto, Department Chief of Staff Linda Moran, PDP Linda Schluter, Historian Nicole David, Department Muscian Jean Miller.

District President Carol Welch then closed the meeting according to the Ritual at 11:55am and the Spring meeting will be held jointly on Saturday, April 5, 2025 at the New Berlin Post Home.

Attached to these minutes are the Bond for the 2024-2025 year and 990 e/post card acceptance for the 2023 year.

Respectfully submitted,

N4S Xe4 XI I X  
Lenore Otto  
District 2 Secretary

**VETERANS OF FOREIGN WARS AUXILIARY-WI**  
**2024-2<sup>ND</sup> DISTRICT STANDING RULES-2024**

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 **official visits**. 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/**emailed** 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 **official visits** 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. **The District Secretary can access the list under Reports in MALTA, so no need for auxiliaries to submit names to District Secretary.**
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 give and go over the "Guidelines for Hosting District meeting)** making 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 **him**/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 OCTOBER 5, 2024 by Lenore Otto and Faith Elford**

Approved: 10/02/2024

Motion by Department President Cheryl Woodards 2<sup>nd</sup> by Elaine Waracynski, Aux Pres #8483. Motion Carried.