



# Extention, Revitalization, & Mentoring

September, 2025

## 5 Essentials of a healthy Auxiliary

As we head in  
to Fall and hold our District Meetings and  
Official Visits, let's be mindful of the 5  
Essentials of an Auxiliary:

1. At least 10 business meetings per year with a quorum of at least 5 members in good standing at each meeting.
2. Dues paid by at least 10 members for the current year.
3. Quarterly Audits by Trustees, submitted on time.
4. Officers elected and installed and reported to National Headquarters.
5. Offices of the President and Treasurer MUST be bonded by August 31.



## PIP: Performance Improvement Plan

When an auxiliary is struggling, a PIP Committee (not a suspension committee) is assigned to meet with the President, Secretary and Treasurer and under certain circumstances an individual member or members with the issues to discuss and develop a Performance Improvement Plan. The committee OBSERVEs the auxiliary and offers MENTORING. The PIP committee takes the lead and gradually gets the Auxiliary involved in correcting the issue, therefore; the auxiliary would not have to be placed on suspension. Once the issues is taken care of, the PIP committee advises the Department President that the auxiliary is now considered healthy!

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We Rise By Lifting Others

