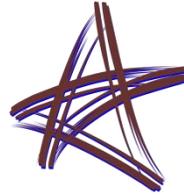


BULLETIN #2

TREASURER



As Dolly would say “here we go again!” I would like to especially thank those Auxiliary Treasurer’s who made it a priority to attend the School of Instruction in Ritzville. Packets were made for each Auxiliary Treasurer (68 of them) and I ended up 5 short because some took packets that did not go to them. This packet had a lot of copies and was quite costly to produce, but I have put together more to replace those taken – kindly remember this costs the Department money to make more copies. I have also heard from many Treasurers and either they have not received the Treasurer’s notebook or they did not get ALL of the documents that were sent inside of the packet! As I stated at SOI, the Treasurers were to have the autonomy to reproduce some of it (workshop materials) if they chose to ... which I encouraged; BUT, the Treasurers were to have a complete set first and foremost.

I know we have many new Treasurers this year and realize that many of you are not familiar with the MALTA System which is where we input dues, book new members, change addresses, report deaths, etc. I am certainly open to holding some training for you and this would be up to the discretion of our Dept. President. However, I believe you can become very familiar and proficient in the system by watching the online tutorials. Here is how you locate them on the National Website.

1. Locate the website by typing in vfwauxiliary.org
2. Under the dashboard find “About Us”
3. Click on “Online Auxiliary Academy”

You may select each segment and do the training at your leisure. The facilitator on the videos leads you through each and every step. As always, I am happy to help you with this too.

I would like to remind you all that ALL new members must be sent to me for processing. And, it is important for you to send the original of the applications as these are being maintained (domiciled) by Department as directed by the National Office. Also, kindly remember that all those wishing to use a credit card must also be sent to me for processing. I know I sound like a broken record; however, please ensure these are readable. Some of the writing, cross-outs, etc. is very hard to decipher, so please make certain you have reviewed it yourself and that all data on them is readable!! And, one more point – you must enter the “recruited/recommended by” member ID # - once I am in the system, I cannot go back out and look up #'s without losing what I’ve input. Thanks for your attention here.

I am enclosing an updated “Helpful Hints” for your use and to hopefully alleviate any confusion on when and where to send things!

It is critical that if you are changing addresses, reporting deceased, etc. that you verify all of the information prior to entering on the system. We have seen several major issues concerning input errors and it is a nightmare to fix them. We ALL make mistakes (I am guilty as well), but if we are truly checking our work 2 to 3 times prior to hitting the button, a lot less errors will occur.

Thanks for all you do and let me know if you are experiencing some issues – we’ll get through them together!

Cindy Burkey
Department Treasurer