

TREASURER'S STUFF

AUGUST 2024

NEW
TREASURER'S
TRAINING



8/4/24
VFW 160
10 TO 4:30

990s are now due.

For most of the Auxiliaries in the Department, whose fiscal year ends on June 30th (All Auxiliaries are suppose to end on June 30th but not every Auxiliary in the Department is registered as such with the IRS) it is time to do your 990. Please keep in mind that it must be completed by November 15th. That does not mean that you wait until the last minute to file with the IRS. I do them for many of the Auxiliaries in the Department. Following is a listing of the Auxiliaries that I plan on doing the 990s for:

7687	8126	2916	8950	350	6054
2462	7757	304	8509	7464	5118
5367	10078	10067	8175	467	6918
9376	521	6027	5246	5633	6506
9451	5471	2621	7460	10028	10077
341	1411	3065	160	8810	2678
8806	327	2562	2621	2632	2996
3285	5337	5627	6658		

Treasurers it is important that if you don't see your number and you want me to do your Auxiliary's 990 that you contact me and let me know. And on the other hand it is important that if you see your Auxiliary in this listing and you want to do your own 990 you need contact me and tell me that ASAP. When I have your 990 completed I will send you a copy for your records. Please keep in mind that your 990 will be for the 2023 year and will indicate so.

AUXILIARY AUDITS

Your Auxiliary Audit should now be completed. According to the Booklet of Instruction, all Auxiliaries should have completed an Audit of the Treasurer and Secretary Books/Records by July 31, 2024. Once the Audit is completed, the Trustees then report their findings at an Auxiliary meeting in August, and once the Auxiliary votes to accept the Audit as reported by the Trustees then the Senior Trustee, 1-Year Trustee, then sends the completed Audit to the Department Treasurer. **This year I have included an Audit Checklist which should also be completed by the Trustees and sent along with your Audit. Your Audit can be emailed, faxed or mailed to me. Trustees should make sure that they are signing all records as indicated on the checklist.**



Treasurers are pushing back on including the Bank Reconciliation with the Audit. The Bank Reconciliation is something that you should already do every month once you receive your Bank Statement. How do you know your records agree with your banking institution if you don't perform a reconciliation? The Bank can and does make mistakes, but if you don't perform the reconciliation you will not know...Even with all the electronics they still can make mistakes.

Annual Calendar Fund Raiser

The 2025 Calendars are now available. This fund raiser helps to fund our Department General and Convention Budgets. Each Calendar contains a unique three-digit number and sells for \$25. The calendars are good for the entire year of 2025. If the three-digit number on the calendar is drawn during the Maryland Lottery evening drawing the purchaser of the calendar receives a prize of at least \$25. Each day of the year contains the prize that will be awarded if the number is drawn on that particular day. The recipient does not have to inform us they have won as prizes are automatically mailed to the winner. We have a total of 1000 calendars to be sold. **Please help us to sell these calendars, as this is the Department's primary fund raiser. For more information or to get some calendars to sell please contact me.**





Life Membership Incentive For Annual Members

TREASURER'S PLEASE PROMOTE THIS INCENTIVE TO YOUR ANNUAL MEMBERS

All Annual Members who purchase their Life Membership starting July 1, 2024, will be placed in a drawing to refund the ENTIRE amount paid for their Life Membership.

Drawing will be held on the first day of the month each month (August 2024 through June 2025). Member's name not drawn will be eligible for following months' drawings through June 2025. The earlier an Annual member converts to Life Membership the more chances they have for their name to be drawn.

**NEW (2024-2025) ANNUAL CONVERSIONS TO LIFE AND
NEW LIFE MEMBERS DO NOT QUALIFY**

FORMS OVERHAUL

Forms that are old and that have been copied over and over again are beginning to be one of the sources of many mistakes. Utilizing crisp and fresh looking forms portrays a professional look when sharing them with our membership, prospective members as well as people in our local communities. Treasurers please inventory the forms your are using. Do they need to be replaced with forms that are not faded, crooked or outdated. If new forms are needed please reach out to me and we can work together to get the forms that are needed.

A New Year Deserves A Fresh Look!

New Convention Awards Coming In 2025

A Big Thank you to the Delegates of the 2024 Convention for voting an increase in the Department Convention Registration from \$7 to \$10. Because of the increase the Department was able to increase the monetary awards that will be awarded at the 2025 Department of Maryland VFW Auxiliary Convention. For the most part the Program Awards will be as follows:

First Place—\$45

Second Place—\$30

Third Place—\$20



JACQUELYN KIMBALL, PDP

TREASURER

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