



TREASURER'S STUFF

OCTOBER 2022



Welcome Fall

The Relief fund—Every Auxiliary should have one

The Relief Fund is the most important fund that your Auxiliary maintains. A Relief Fund shall be established by each Auxiliary. The Relief Fund shall consist of the proceeds from:

- Net proceeds from Buddy Poppy distributions.
- Any contribution earmarked for the Relief Fund or Funds raised for programs and/or projects that fall under the Relief.

Relief Fund Q and A:

Q—Is the Relief Fund a second checking account or savings account?

A—Relief Fund is part of the Auxiliary's one checking account. There should not be a second checking or savings account for the Relief Fund.

Q—What monies are placed in the Relief Fund?

A—The Relief Fund shall consist of the proceeds from a Buddy Poppy distribution or any contributions and/or donations received.



Q—Is the Relief Fund a Restricted Fund?

A—The Relief Fund is a restricted fund.

• Q—What type of expenses may be used from the Relief Fund?

A—Relief Fund money shall be restricted and expended solely for these purposes:

- Aid to Auxiliary members needing financial assistance.
- To meet **all** obligations or to send monetary gifts to the VFW National Home for Children or for the Maryland House Fund
- VFW National Home for Children Health and Happiness.
- Hospital work for all veterans, members of the Armed Forces, Auxiliary Members and their family members.
- Veterans and Family Support work for all veterans, members of the Armed Forces, Auxiliary members and their families.
- National Auxiliary Cancer Aid & Research Fund.
- Special purposes authorized by National Headquarters.
- To perpetuate the memory of deceased veterans and members of the Armed Forces and to comfort their survivors.
- To foster true patriotism through historical and educational programs.

Q—May an Auxiliary take money from the Relief Fund and transfer it in to the General Fund to pay an expense?

A—An Auxiliary may transfer money from the General Fund into the Relief Fund; but an Auxiliary cannot transfer money from the Relief Fund into the General Fund.

Examples of Donations that meet criteria to use Relief Fund

Example #1: The Auxiliary motions and approves the donation of \$100 towards a grocery store gift card for food for a Veteran's family in need.

Example: #2 The Auxiliary members move and approve to pay the \$12.00 per capita for an annual member dues for those experiencing financial need or residing in nursing homes or over a certain age. Note: This is dependent on the circumstances of your Auxiliary.

Example #3: The Auxiliary members move and approve the donation of \$50 towards the purchase of food baskets for the Veterans Outreach Center in support of homeless veterans.

Example #4: The Auxiliary members move and approve the donation of \$100 (or amount decided by the Auxiliary) toward gas gift cards, Walmart gift cards, McDon-

ald's, public transportation bus passes, etc. for VA Hospital outpatients.

Example #5: The Auxiliary members move and approve to spend \$200 on food for the Annual picnic for the inpatients at the VA Hospital.

Example #6: The Auxiliary members move and approve to spend \$125 for the Annual Thanksgiving Dinner served for the Day Treatment patients at the VA Hospital.

STUFF TO KEEP IN MIND

- 990 DEADLINE IS NOVEMBER 15, 2022. IF YOU NEED HELP OR HAVE QUESTIONS PLEASE CALL OR EMAIL ME.
- MAKE SURE ON THE MEMBERSHIP APPLICATION THAT THE RECRUITER IS LISTED ALONG WITH THEIR MEMBERSHIP NUMBER. FAILURE TO INCLUDE THE MEMBERSHIP NUMBER MAY CAUSE THE RECRUITER NOT TO GET CREDIT FOR RECRUITING THE MEMBER.

2023 Podium Edition—Bylaws and Ritual

2023 Podium Editions will soon be available. I will be ordering a supply for the Department. If anyone/Auxiliary would like a new Podium Edition please let me know. I should have them available at the Christmas Conference.



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DEPARTMENT OF MARYLAND VFW AUXILIARY QUARTERLY AUDIT REPORT



For the Period of: _____ Through: _____

Auxiliary Name and Number: _____

FUND	OLD BALANCE	(+) RECEIVED	(-) DISBURSED	NEW BALANCE
General	\$	\$	\$	\$
Relief (must have)	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$	\$	\$ (1)

Outstanding Checks:

Check No.	Amount
# _____	\$ _____
# _____	\$ _____
# _____	\$ _____
# _____	\$ _____
# _____	\$ _____
# _____	\$ _____
# _____	\$ _____
# _____	\$ _____
# _____	\$ _____
# _____	\$ _____
# _____	\$ _____
# _____	\$ _____
# _____	\$ _____
# _____	\$ _____
# _____	\$ _____
Total	\$ _____

Treasurer's Book Balance \$ _____ (2)

Bank Statement:	\$ _____	
Plus Deposits:	\$ _____	(Since Statement)
Plus Cash:	\$ _____	(On Hand)
Minus Checks:	\$ _____	(Outstanding)

Total Balanced Statement:	\$ _____	(3)
Savings and/or CD:	\$ _____	

ITEMS 1, 2 AND 3 SHOULD ALL AGREE IN TOTAL AMOUNTS

We find the books of the Secretary and Treasurer in proper order as audited on this date.

Trustee #1

Trustee #2

Trustee #3

Date: _____

MAIL TO: Jackie Kimball, PDP
Treasurer Dept. of MD VFW AUX
1019 Queen AVE
Salisbury, MD 21801
jackie.kimball@comcast.net

You need three (3) copies of the Audit Report for: Senior Trustee, Auxiliary Secretary and a copy to be mailed to the Department Treasurer. You must also include a copy of your last Bank Statement, including the reconciliation page for the Department Treasurer.