

Resolution to add Assistant Treasurer as appointed officer on Auxiliary level.

WHEREAS, The duties of the Treasurer are numerous as outlined in Article VIII Sec 813 and Sec. 813A to include

- Holding all funds in a FDIC or equivalent banking institution in the name of Auxiliary which includes a checking account and may include savings accounts and investments,
- Be the Treasurer of all committees handling funds,
- Account for all funds in Auxiliary books,
- Collect and process dues,
- Send names and fees of delegates to Department Treasurer,
- Submit all forms necessary to be in compliance with Federal and State regulations ; and

WHEREAS, Article VIII, Sec 813 Paragraph A, "Duties of the Treasurer are most efficiently conducted through electronic means." Maintaining electronic records require a computer literate skill set; and

WHEREAS, A significant amount of time and work may be needed to maintain accurate and timely records; and

WHEREAS, A basic skill set for bookkeeping and bookkeeping terms are required to maintain proper records, a skill set not every member may possess; and

WHEREAS, the office of Treasurer is not always easily filled when elections are conducted; and

WHEREAS, the purchasing usually falls on the Treasurer because of availability of checks and use of debit card; and

WHEREAS, the learning curve for a Treasurer can be long as different functions are performed at different times of the year; therefore, be it

RESOLVED, That Bylaws Article VIII, Sec 803 Appointive Officers be amended to read as follows:

Sec 803 -Appointive Officers

- A. The appointive Officers may include a Secretary, Patriotic Instructor, Historian, four (4) Color Bearers, Banner Bearer, Flag Bearer, POW/MIA Flag Bearer, Musician, Soloist, Assistant Conductor, Assistant Guard, Assistant Musician and may include an Assistant Secretary, Assistant Treasurer and Assistant Soloist.

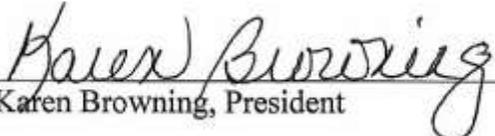
BE IT FURTHER RESOLVED, that Bylaws Article VIII, Sec 823-Assistant Secretary, Conductor, Guard, Musician & Soloist, Duties of be amended to read as follows;

Sec 823 -Assistant Secretary, Treasurer, Conductor, Guard, Musician & Soloist, Duties

BE IT FURTHER RESOLVED, that Bylaws Article VIII, Sec 823-Assistant Secretary, Conductor, Guard, Musician & Soloist, Duties be amended to include the following:

- B. The Assistant Treasurer duties shall include but not be limited to:
1. The Assistant Treasurer shall learn all duties of the Treasurer.

2. The Assistant Treasurer should assist in counting funds turned in and issue receipts. Funds to be immediately turned over to Treasurer.
3. The Assistant Treasurer should assist in membership. Assistant Treasurer shall learn what items are needed to forward membership to Department.
4. The Assistant Treasurer should understand which forms are required to be in compliance with Federal and State regulations and learn the deadlines.
5. The Assistant Treasurer should assist in preparation of Treasurer's report.
6. The Assistant Treasurer should understand the process of balancing the Treasurer's books with bank statements.
7. The Assistant Treasurer should understand the audit process, i.e. what is needed for audits and how the form is filled out.
8. The Assistant Treasurer shall assist Treasurer and President as may be directed.


Karen Browning, President


Lizabeth Torres, Secretary

This resolution was adopted at the January 11 , 2026 meeting of the VFW Auxiliary to VFW Post 4127.