

*“Joining Hands with Our Veterans”*



**Veterans of Foreign Wars Auxiliary  
Department of Tennessee**

Date: September 16, 2020

To: All Presidents (District/Auxiliary)

Attached is **EXECUTIVE ORDER #1**. Please pay close attention. We are moving forward to return to normal. **For those Auxiliaries not meeting physically, please read the Executive Order # 1 carefully.**

1. **District Presidents:** Please send me an updated listing on the status of each Auxiliary in your District **immediately**. I need to know which Auxiliaries in your District are **not** yet holding regular monthly “in-person” meetings and the reason(s) why not.
2. **Holding an “in-person” meeting is one where there is at least the quorum of five (5) members in good standing are at the same location in accordance with Section 212.**
3. **District Presidents Official Visit.** The purpose of an “official visit” by the District President or any other appointed representative is to see that the Auxiliary officers know how to conduct business, that audits are being conducted and approved in a timely manner, and that the members are being informed about Auxiliary programs. Thus, it is possible that an official visit be held virtually, and the necessary books could be signed later. We cannot wait until an official visit to find out if an Auxiliary needs assistance.
4. **Auxiliary Presidents:** It is your responsibility to make every effort to hold your monthly meetings. Remember that these meetings do not have to be held at the Post, they can be held at other locations if there is a quorum.

As we continue to move forward, most Auxiliaries should be beginning to meet with a quorum present at the meeting location or any other location and other members are joining from home virtually.

Please remember to comply with the Social Distancing and Mask requirements. Not only does it keep you safe and healthy it also keeps those around you safe and healthy.

Thank you for all you are doing for our organization and our veterans.

*Billie Cassidy*  
Department President

*“Honoring Our Mission to Serve Veterans”*

UNWAVERING SUPPORT



FOR UNCOMMON HEROES

# VETERANS OF FOREIGN WARS AUXILIARY

NATIONAL HEADQUARTERS

**September 16, 2020**  
**EXECUTIVE ORDER NO. 1**

In light of the changing restrictions and guidelines of COVID-19 regarding the number of participants that may gather in a room, meeting hall, stadium, etc., for a meeting of any kind varies from Department to Department and even within a single Department, therefore, in the cases of Auxiliary, District, and Department meetings, audits, official visits, etc., **Section 212—Quorum becomes effective immediately: “Five (5) members in good standing shall constitute a quorum for the transaction of business at any meeting of the Auxiliary.”**

In areas where members, due to age, health, etc., are reluctant/refuse to participate in in-person meetings to establish a quorum for the transaction of business, the Auxiliary President may appeal in writing to the Department President for written permission (to be attached to the meeting’s minutes) that the members needed to establish a quorum may attend virtually. Should audits or official visits be completed virtually, the audit/books may be signed at a later date with a copy of the written permission from the Department President attached.



By order of Sandra Onstwedder, National President  
Veterans of Foreign Wars of the United States Auxiliary

Attest: Ann Panteleakos, National Secretary-Treasurer  
Veterans of Foreign Wars of the United States Auxiliary

**EXECUTIVE ORDER NO. 1, issued by National President Sandra Onstwedder, and effective September 16, 2020, supersedes Executive Order No. 2 issued March 26, 2020 by then-National President Peggy Haake.**

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