### **5 Essentials of an Auxiliary**

1. Auxiliaries should have at least ten (10) business meetings per year. (Sec. 210).

2. Dues should be paid on at least ten (10) members on or before February 1 of the current year. (Sec. 207)

3. Up-to-date with submission of quarterly audits by Trustees. (Sec. 814)

4. Officers elected, installed and reported to National Headquarters no later than June 30.

5. The offices of President and Treasurer MUST be bonded by August 31.

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