

JULY REMINDERS

- Independence Day - July 4 Fly Your American and POW/MIA Flag
- Report of Department Convention Delegates
- Preparation and distribution of National Convention Credentials
- Michigan Day – VFW National Home for Children
- Hospital Visits
- Reminder - Treasurer's Bond - Notice to come from National
- Distribute Guide Sheets
- Prepare Membership and Delinquent list ready to begin Dues Collection. START Campaign to collect DUES - July 1st. Appoint Membership and Delinquent Committee
- Second quarter Audit - Covering April, May, June audit to be completed and sent to Department by July 30

Call to Order: Time _____ AM PM

Inspection of Dues Cards by the Conductress - Number present _____

Roll Call: Name substitutes as Officers fail to respond to Roll Call _____

Presentation of Colors and Ritualistic Opening

Guests: Ask Department Officers, if any, to retire. Escort with colors. Department Chairman, District and Council officers and members are introduced from their chairs.

Names and office _____

1. Reading and referring of Petitions for Membership.

Candidate	Investigating Committee Named
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_____ Ch _____	_____
_____ Ch _____	_____

2. Report of Investing Committees _____

3. Voting on Candidates _____

4. Initiation _____

5. Reading of the Minutes of the previous meeting
Corrections _____ Approved _____

6. Treasurer's Report Balance on hand \$ _____

7. Presentation of Bills. Total amount \$ _____

8. Reading of Official & other Communications - General Orders No. _____ MI. Messenger No. _____
Others _____

9. Reports of Committees, Standing and Special: (Notes below on each report)

All Chairman: _____

Audit Report - _____

Motion by _____ **Seconded** _____ **M/C or M/L**

10. UNFINISHED BUSINESS

11. NEW BUSINESS:

Report of Department Convention Delegates

Report on Planning Meeting and Action Thereon

12. Report of the Trustees and action thereon

Trustee _____ Seconder _____ Action _____

13. Suggestion for the Good of the Order

REMARKS BY VISITORS

14. Closing Ceremonies: Date of next meeting _____