

VETERANS OF FOREIGN WARS OF THE UNITED STATES DEPARTMENT OF DELAWARE



COUNCIL OF ADMINISTRATION LEGISLATIVE HALL, DOVER, DELAWARE MINUTES OF MAY 11, 2009

Michael Farley, Commander
Samuel T. Adkins, Sr. Vice Commander
Robert Wilkinson, Jr., Jr. Vice Commander
John Morrow, Chief of Staff

Paul R. Phillips, Jr.
Adjutant
Jesse E. Kitson
Quartermaster

MEETING OPENED ACCORDING TO RITUAL AT 7:45 PM, MONDAY, MAY 11, 2009 by Commander Farley. The O.D. verified that all present were entitled to remain and prepared the room for the salute to the colors. The Chaplain led the Council in prayer and the O.D. led in the pledge to our flag. Commander declared the Department of Delaware, Council of Administration duly opened for business.

ROLL CALL OF OFFICERS: PDC PAUL R. PHILLIPS, JR., ADJUTANT. Roll call of Officers taken with those present, absent and excused as noted. All Department Elected Officers and Committee Chairman were present with the exception of those excused/absent as noted. Absent: Chaplain, John Groth & BCofA, Dave Carney. Excused: Teacher of the Year, Edith Vincent & District 2 Commander, Ben Chudzik & District 4 Commander, Glen Kotch. Posts with no representation: 1207, 2907, 2931, 3420, 5892, 6009, 7447, 8801 & 10638.

MINUTES OF April 13, 2009 were approved as printed. The Quartermaster's report of receipts and disbursements were approved as printed.

SERVICE OFFICER: JAMES R. WITHROW. Our VA Hospital is 2nd in the Nation for processing claims and items that is dealt with on a day to day basis. Consolidation of claims in other locations is taking place. Not good for Delaware. If a veteran has any problems at the hospital go and see the patient's advocate.

COMRADES IN DISTRESS: Edith Vincent is home w/ 24 hour care. We wish her a speedy recovery.

REPORT OF ALL COMMITTEES:

WAYS & MEANS: SR. VICE COMMANDER, SAM ADKINS. The Ways & Means is coming in very slow and we are behind last year. Please donate to this very worthwhile project. Posts are encouraged to participate.

NATIONAL HOME & ASSISTANT SERVICE OFFICER: JUNIOR VICE COMMANDER, ROBERT WILKINSON.
The National Home information is printed in the Adjutant's Stuff. Service office is very busy. A motion was made by Adjutant Phillips and seconded by Robert Wilkinson that the Department of Delaware endorse Rebecca Pernol for National Home Trustee representing the Third Home District. Motion Passed.

COMMUNITY ACTIVITIES, AMERICANISM, YOUTH & LOYALTY DAY: JUDGE ADVOCATE: JOHN MORROW.
Thanked all Posts for their reports this year. Report forms on the table and now is the time to start for next year reporting (2009-2010).

VFW PAC & VFW ACTION CORPS: SURGEON, EDWARD SMITH. 50/50 – Took in \$75.00 with \$38.00 going to the winner. The winner was Michael Moran (Post 5447).

CHAPLAIN: REV. JOHN W. GROTH. No Report

VOD & PATRIOTS PEN, OPERATION UP-LINK, DCVA: QUARTERMASTER, JESSE E. KITSON: Jesse's report was printed and distributed. The article about the Veterans Home was 2 years old and at present, the home has a good rating.

MEMBERSHIP, VFW LICENSE PLATES, LEGISLATIVE, ASSISTANT A/Q, MOC GRAND COMMANDER OF DELAWARE, PDC MARK NEWMAN. Membership: Noted Posts that have reached 100% since last meeting. Need 299 members for 100% for the Department. Legislation report printed and distributed. License Plate forms and information was printed in the Adjutant's Stuff. Cooties: Grand Convention, June 7, 2009 at 10:13 AM at the Dover Sheraton.

COUNCIL OF ADMINISTRATION, May 11, 2009

INSPECTOR: PDP LOU KUBICKI. The Department is 100% reported.

BUDDY POPPY: JAMES BROWN. Poppies have exceeded last years orders by 10,500. Get orders in now for May 30th. Thank you for a great year!!!

VAVS/HOSPITAL: CHARLES PRICE. Patients Carnival went very well. There are 50 bed patients and the nursing home is at full strength. Parking is still a problem.

BOY SCOUTS OF AMERICA: DAVE CARNEY. No Report.

DEPARTMENT COLOR GUARD: LARRY WATERS. Will be at the Wilmington Memorial Day parade on May 30th. Form up at 5:00 PM at Greenhill and Delaware Ave.

VFW SCHOLARSHIP AWARD & TEACHER AWARD: EDITH P. VINCENT: No Report.

DISTRICT # 2 COMMANDER: BENJAMIN P. CHUDZIK, JR.
The next meeting of District 2 will be at the call of the new commander.

DISTRICT # 3 COMMANDER: PDC MARK M. NEWMAN.
The next meeting of District 3 will be at the call of the new commander.

DISTRICT # 4 COMMANDER: GLEN KOTCH.
The next meeting of District 4 will be at the call of the new commander.

NATIONAL HOME: 8:30 PM

UNFINISHED BUSINESS: None

NEW BUSINESS: Quartermaster Kitson noted that there is a shortage of %50.00 in the VAVS fund and moved that \$50.00 be transferred from the Chaplains fund (that has not been used) to VAVS fund. Motion seconded and passed.

GOOD OF THE ORDER:

(Last Month)

Charles Beistline announced his candidacy for State Surgeon.

Benjamin Chudzik announced his candidacy for State Surgeon

Ed Smith announced his candidacy for the office of Sate Judge Advocate.

John Morrow announced his candidacy for the office of Sate Jr. Vice Commander.

Robert Wilkinson announced his candidacy for State Sr. Vice Commander.

Sam Adkins announced his candidacy for state Commander.

Steven Lorentz announced his candidacy for State Quartermaster.

(New) Howard Stegman announced his candidacy for State Surgeon.

STATE CONVENTION:

Posts **must** have their delegate lists for the state convention into the Adjutant 30 days prior to the State Convention. Delegates are based on 1 for 15 or fraction thereof + 1 vote for the Commander. PLEASE NOTE that it is illegal to vote on the Post floor to support a candidate as a block. You CAN NOT tell a delegate how to vote. Delegates are elected on the Post floor.

Along with the Election report, I will require a copy of the Commander's DD-214 if I don't already have it. If there is a question, send another one.

All **candidates** for state office must have a DD-214 on file. All those elected and appointed in the District must have a DD-214 on file with each respective District. Along with the elected officers of the Department, I will need the DD-214 of those appointed.

District Commanders are to be installed at their respective District Conventions as the District Commander and at the State Convention as Department officers.

Post Commanders, elected officers and appointments are to be installed at a time specified by the Post in May. Again, all elected officers and those appointed must have a copy of their DD-214 on file with the respective Post.

Post Commanders are required to attend the installation ceremony at the State Convention as members of the Council of Administration.

COUNCIL OF ADMINISTRATION, MAY 11, 2009

State Convention reservation forms and Banquet Order forms were distributed. Please note that the banquet has a split menu so please indicate meal selection on the forms. Order as a Post rather than individuals when possible.

Please note that all requests for suites or hospitality rooms must come through the Adjutant. There are currently 2 suites available at the Hampton. One Jr. suite on the second floor and one larger suite on the 3rd floor. All the suites at the Sheraton are assigned. Post requesting hospitality rooms in the Sheraton will be assigned a sleeping room with the beds removed and tables and chairs put in their place. Please place any special orders for tables and chairs with the Adjutant when ordering your hospitality room. Sleeping room rates for the Sheraton is \$85.00. If you incur a problem, call me.

National Convention room reservation forms have been printed and distributed. All orders for rooms must be on a separate order form. Do NOT combine more than one room on a sheet. Each Post is required to register at least 1 delegate to the National Convention.

A lot of information is printed and distributed in the "Adjutant" Stuff" and it would behoove every Post to attend the Council of Administration meeting to get this information.

Evidently Lowes is offering a 10% discount to any and all veterans.

The meeting was closed at 8:50 PM.

THE NEXT MEETING OF THE COUNCIL OF ADMINISTRATION WILL BE JULY 25, 2009 AT THE DOVER SHERATON DURING THE SCHOOL OF INSTRUCTION FOR THE BUDGET ONLY.

Respectfully Submitted,
Paul R. Phillips, Jr.
State Adjutant

MORE

VETERANS OF FOREIGN WARS OF THE UNITED STATES DEPARTMENT OF DELAWARE



OFFICE OF THE ADJUTANT
PAUL R. PHILLIPS, JR.

STATE CONVENTION BANQUET

The banquet will be held on Saturday, June 6, 2009 at the Sheraton Hotel, Route 13, Dover. Cocktail hour will be from 6:00 to 7:00 PM in the atrium of the Champagne Ballroom. The banquet will be from 7:00 PM to 9:00 PM. The newly elected Department Commander will be installed at the banquet.

~ Menu ~

London Broil ~ OR ~ Chicken Cordon Bleu

w/ Garlic Roasted Red Potatoes, Asparagus, Tossed Salad, Rolls,
Coffee/Tea and Carrot Cake

Order banquet tickets for individuals (please show Post number), Post and/or Auxiliary by using the form below. Table assignments for groups will be made upon receipt of the number of tickets requested on one form. **Tickets are \$30.00 each. The deadline for ordering banquet tickets is May 28, 2009. Tickets may NOT be available after this date!**

Use the form below for ordering tickets and mail, with a check made payable to the "Department of Delaware, VFW", for the total amount to: **Quartermaster Jesse E. Kitson, 167 Carnation Dr., Magnolia, Delaware 19962-1584. Phone (302) 335-0286**

2009 State Convention Banquet Order Form

PLEASE HOLD _____ TICKETS FOR INDIVIDUAL, POST/AUXILIARY # _____ AT \$30.00 EA.

CHECK IN THE AMOUNT OF \$ _____ IS ENCLOSED TO COVER THE COST OF

LONDON BROIL _____ CHICKEN CORDON BLEU _____

NAME: _____

Phone number for contact person: _____

TICKETS WILL BE PICKED UP AT THE CONVENTION

6 Brookside Drive, Wilmington, Delaware 19804-1102 Phone (302) 656-5022 Fax (302) 656-5022

VETERANS OF FOREIGN WARS OF THE UNITED STATES DEPARTMENT OF DELAWARE



Office of the Adjutant
Paul R. Phillips, Jr.



Revised May 25, 2009

CONVENTION ANNOUNCEMENTS

Past Commander-In-Chief, George Lisicki, will be at our Convention this year and all are encouraged to attend the Convention and the banquet. Let's have a good showing.

The Dover Sheraton is 100% smoke free. Please plan accordingly.

Please order banquet tickets from the QM immediately.

We have a full agenda for Friday AM session that will start at 8:30 AM instead of 9:00 AM. Award recipients (Commanders, Presidents, Chairman) will please sit in the first two rows. Please notify all of your people of this change.

Proper attire is requested for the Memorial Service that will start at 7:00 PM. Friday night, June 5th. There will be no smoking, no unauthorized head gear, no shorts, and collared shirts for men. Turn off cell phones.

All outstanding Audits and/or delegate fees must be given to the QM **prior** to June 1st. The department is short election reports, delegate lists and DD-214's. They must be given to the Adjutant **prior** June 1, 2009. If any of the aforementioned is not in place by the convention, your Post may be denied their convention vote. **Please make sure you are covered.**

The **only** authorized head gear in the meetings is the VFW Cap. No baseball caps of any kind please.

Installations of ALL Department elected officers, District Commanders, and Post Commanders as members of the Council of Administration will be held Saturday immediately following the elections. **All new Post Commanders must have proof of eligibility prior to being installed.**

Any Post that has not ordered a hospitality room must do so from the Adjutant immediately. VFW Office 656-5022 Cell 528-0861

I am looking forward to seeing you at the Convention!!!!



VFW CALENDAR OF EVENTS

May 30, 2009	Memorial Day Services, Delaware Memorial Bridge 10:30 AM Delaware Veterans Cemetery – 2:00 PM 5:00 Wilmington Memorial Day Parade
June 5 – 6, 2009	State Convention, Dover Sheraton, Room Rate \$85.00
June 7, 2009	MOC Grand Scratch 10:13 AM, Dover Sheraton
July 25, 2009	School of Instruction, Dover Sheraton Council of Administration – Budget Only
August 15 – 20, 2009	National Convention, Phoenix, Arizona
September 10 – 13, 2009	CIC Homecoming, Milwaukee, Wisconsin
November 6, 7 & 8, 2009	MOC Tomb Trek, Washington, DC
November 13-15, 2009	Eastern States Conference, Ocean City, Maryland
February 18 – 21, 2010	Mid-Winter Conference & C of A, St. Louis, Missouri
September 9 – 12, 2010	CIC Homecoming, Reno, Nevada
June 11 – 12, 2010	State Convention, Dover Sheraton, Room Rate \$85.00
July 24, 2010	C of A & School of Instruction, Dover Sheraton
July 23, 2011	C of A & School of Instruction, Dover Sheraton
August 21 – 26, 2010	National Convention, Indianapolis, Indiana
August 27 – Sept 1, 2011	National Convention, San Antonio, Texas
July 21 – 26, 2012	National Convention, Reno, Nevada
July 20 – 25, 2013	National Convention, Louisville, Kentucky
July 19 – 24, 2014	National Convention, St. Louis, Missouri
November 18 – 19, 2011	Delaware Host the Eastern States Conference, Sheraton.

PROGRAM
72nd ANNUAL CONVENTION
DEPARTMENT OF DELAWARE, V. F. W.
Sheraton Inn, Dover Delaware

Friday, June 5, 2009

8:00 A.M. - 11:00 A.M. ... Registration - Lobby
8:30 A.M. Joint Opening Ceremonies
Posting of the Colors - VFW Post 475 & Invocation
Welcome - Convention Chairman PDC Paul R. Phillips, Jr.
Welcome - State Commander, Michael Farley
Welcome - Department Auxiliary President, Nadine Slack
Greetings from VFW & VFWA National Representatives
Introduction of Distinguished Guests
Presentation of Awards: VOD - Community Activities - Youth Activities – Americanism -
Buddy Poppy, – Teacher – Up-Link - MOC Awards – Membership – Auxiliary
Awards - 100% Posts & QM - All State Team of Post Commanders
12:00 Noon Recess
1:00 P.M. Opening Business Session - Registration Resumes
Roll Call
Introduction of Distinguished Guests
Resolutions - Officer Reports - Announcements
Old Business
New Business - Nominations
Recess
7:00 P.M. Joint Memorial Service - Chaplain, State Color Guard,
Post 475 Firing Squad, State Bugler, Paul R. Phillips, Jr.

Saturday, June 6, 2009

8:00 A.M. Registration Resumes - Lobby
9:00 A.M. Convention Resumes
Introduction of Guests
Reports: Membership - Resolutions - VAVS – Service Officer – Ways & Means – Scouting
National Home - BSofA – Teacher - NMS – DCof VA - QM
11:00 A.M. Commander & Staff Visit to Auxiliary
Recess
11:45 A.M. Past State Commanders’ Luncheon
1:00 P.M. Convention Resumes
1:15 P.M. Auxiliary President & Staff Visit
1:30 P.M. Report of Audit Committee
Report of Credentials Committee
New Business - Nominations & Elections
Announcements
3:30 P.M. Installation of Elected & Appointed Officers
7:00 P.M. Annual Convention Banquet - Installation of State Commander

Times for Presentation of Reports subject to change. Be prepared to report early.



HOTEL RESERVATION FORM



Welcome Veterans Of Foreign Wars & Ladies

Auxiliary State Convention

1570 North DuPont Highway
Dover, Delaware 19901
Phone: 1-888-755-1450
302-678-8500
Fax: 302-678-5282
www.sheratondover.com

JUNE 5– 6, 2009

**RESERVATIONS MUST BE MADE BEFORE
May 5, 2009**

Please call (1-888-755-1450) for reservations OR complete this form and fax to (302-678-5282)

NAME: _____

ORGANIZATION: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

HOME PHONE: _____

ARRIVAL DATE: _____

DEPARTURE DATE _____

Please check which hotel property you would prefer:

Non – Smoking Double _____

Sheraton Dover Hotel (Conference Hotel) \$85 _____

Non – Smoking King _____

Hampton Inn (adjoining property) \$89 _____

8% state accommodation tax will be added to rate.

1. A deposit in the amount of first night's room and 8% tax is due with form or by 05/06/08.
2. CANCELLATION POLICY: 72 HOURS REQUIRED FOR CANCELLATION OR CHANGE
3. Early check-outs will be charged a penalty fee.
4. CHECK-IN TIME IS at 3:00 pm --- CHECK-OUT TIME IS 12:00 noon

PAYMENT INFORMATION FOR DEPOSITS

This reservation is guaranteed for arrival. (circle one only)

CHECK OR MONEY ORDER made payable to: Sheraton Dover Hotel, Hampton Inn or Holiday Inn Express

VISA MASTERCARD AMERICAN EXPRESS DINERS CLUB DISCOVER

Credit Card # _____ Expiration Date: _____ Security Code: _____

Name on Credit Card (Please Print) _____

Signature _____

**ALL FORMS MUST BE MAILED OR FAXED BACK WITH DEPOSIT TO: Sheraton Dover Hotel,
1570 North DuPont Highway, Dover, DE 19901**



Veterans of Foreign Wars

2009 National Convention

August 15-20, 2009

PHOENIX HOUSING FORM

INSTRUCTIONS

Reservations can be made in one of the following ways:

INTERNET: Visit the VFW web site at www.vfw.org

TELEPHONE:

No telephone reservations will be accepted. For questions only, call VFW/Phoenix Housing Bureau at 602-452-6269.

FAX:

602-256-5292

MAIL:

VFW Housing Bureau
C/O GPCVB
400 E Van Buren Street, Suite 600
Phoenix, AZ 85004

DEADLINE

Reservations must be made by fax, mail, or internet by 7/13/2009 in order to guarantee convention rates.

ACKNOWLEDGEMENTS:

Please review all information for accuracy. The VFW Housing Bureau system will generate an emailed, faxed or mailed acknowledgement after processing. If you do not receive your acknowledgement within 14 days, please contact the VFW Housing Bureau immediately. You may modify or cancel your reservation on-line at www.vfw.org. You will not receive a confirmation from the hotel. Hotels receive reservation information after July 30, 2009.

TAX RATE and REQUESTS

All rates are per room and are subject to 12.27% tax (subject to change). Special requests cannot be guaranteed, however hotels will do their best to honor all requests based upon availability and will assign specific room types upon check-in based on availability.

ROOM DEPOSIT/GUARANTEE will be accepted in the form of a check in the amount of \$99.00. Make check payable to: The VFW Housing Bureau and mail to the address above. Rooms can also be guaranteed with a valid credit card, expiration date, and authorized signature of cardholder. If the charge to the credit card is denied, we reserve the right to release your reservation.

CANCELLATION POLICY:

Cancellations after 7/13/2009 will be subject to a \$25.00 cancellation fee. If cancellation occurs within 72 hours of arrival, one night's room and tax or full check deposit will be forfeited entirely to the hotel.

GUEST INFORMATION

FOR BEST AVAILABILITY, MAKE YOUR RESERVATION
VIA INTERNET (www.vfw.org) OR BY FAX (602-256-5292)

Arrival Date _____ **Departure Date** _____

First Name: _____ M.I.: ____ Last Name: _____

E-mail Address: _____

Daytime Phone: _____ Fax: _____

If providing international numbers, please include country and city access numbers

Company: _____

Address: _____

Address 2: _____

City/State/Province: _____

Zip/Postal Code, Country: _____

HOTEL SELECTION

Each state/department has been assigned a hotel with an allocation of rooms. In the event the allotment has been filled, a room will be reserved at another VFW hotel based on your preference of rates or proximity and availability.

If hotel assignment is sold out, which is more important? (check one) _____ **Room Rate** _____ **Location**

State you reside in: _____

Room Type Requested: _____ **One Bed** _____ **Two Beds**

(Submit only one room request per form. Should additional forms be needed, please make copies.)

List all room occupants:

Disability requiring special services

Smoking rooms Limited at Hyatt only.
Smoking in a non-smoking room at Wyndham or Sheraton will result in a fee.

Special Requests:

DEPOSIT INFORMATION

All reservation requests must be accompanied by a credit card guarantee or check for a \$99.00+tax for deposit. Housing Forms received without a valid guarantee/deposit will not be processed. Faxed requests must include a valid credit card. Check deposits must be mailed with a completed housing form.

American Express Visa MasterCard Discover

Card Number _____ Exp. Date _____

Name on Credit Card _____

Cardholder's Signature* _____

*I hereby authorize The VFW Housing Bureau or any one of the participating hotels to process a charge to my credit card for each Room Deposit in accordance with the policies and information provide herein.

Check deposit for \$99.00 is enclosed and made payable to The VFW Housing Bureau. Mail housing forms to: The VFW Housing Bureau, 400 E Van Buren Street, Suite 600, Phoenix, AZ 85004-2290. Check deposits must be mailed and post marked no later than the deadline of 7/13/2009.

