

July 1, 2021

Hello Auxiliary Members,

Congratulations on all your new or old positions in your auxiliary.

It is now time to make sure your auxiliary is on the right track of being a healthy auxiliary.

Some deadlines that you hopefully have already met: April 30 you had your election of officers, and delegates and alternates. June 30 your installation report has been entered in Malta and forwarded to the Department Treasurer. Your next step is by August 31 that your auxiliary bond application for the President and Treasurer must be paid and submitted.

According to the bylaws within 30 days of assuming the office of President you will submit your auxiliaries last quarterly audit and membership status to your Post Commander.

For the new officers I hope you are asking for advice and help from the past officers so your year will be successful. For the past officers I hope you will help the new officers in your auxiliary.

With new members coming in remember within the first week call or email them to introduce yourself. Offer your contact information should they have any questions. If your Post or Auxiliary has a website or Facebook page, tell them about it so they can see what is going on.

If your Post or Auxiliary is having an event of any kind, if a member asks if they can help please find something for them to do please do not tell them Oh don't worry I've got it. That is a sure way to lose those members help in the future.

There is always something to do.

I wish all of you the best for your year and if you have any questions please do not hesitate to reach out and ask.

Jennifer Morris

Department of Indiana

Chief of Staff/Mentoring for Leadership

2021-2022