



## Supreme President's Message/General Order #5

February 2024



Auxiliary Members,

"Today is the oldest you've ever been and the youngest you will ever be again", a quote from Eleanor Roosevelt. This year is flying by fast. Spring is just around the corner.

Things to remember:

1. **MEMBERSHIP:** The MOCA Membership year is September 1 – August 31<sup>st</sup>. **Normally, the dues are to be paid by December 31<sup>st</sup>. I extended that to January 31<sup>st</sup>.** Any member not currently holding a 2024 membership dues card is **NOT** a member in good standing. They cannot attend meetings nor claim hospital hours and are ineligible to be elected or hold an office. If they want to continue to attend meetings and claim hospital hours through the MOCA, their dues must be paid. If these are not paid by September 1<sup>st</sup>, 2024, these individuals **must rejoin as a new member**, and they will lose their continuous status. Payment of their dues from today's date to August 31<sup>st</sup> will restore all rights immediately. All treasurers, please transmit dues ASAP, do not ever sit on dues.
2. **All Auxiliaries:**
  - a. **It is time for the Elections/Installations:** (Auxiliaries in a Grand or Not in a Grand), all elections and installations must be completed by March 31<sup>st</sup>, 2024. (This is to be finalized after the installation not before). Any installations required after March 31<sup>st</sup>, 2024, must be approved by the Supreme President. **Please send copies of all election/installation reports to Supreme President Billie Cassidy and Supreme Treasurer / Secretary Georg Jean Zimmerman.** Auxiliaries not having their elections by March 31<sup>st</sup> will be in jeopardy of being put on suspension or having their charter revoked.
  - b. **Remember: Officers elected will assume their duties upon the installation of their Grand President, not before. MOC Auxiliaries not within a Grand will assume their duties at the same time as their Pup Tent.**
  - c. All Installation warrants must be submitted within 15 days. The exception is those Grands having Conventions less than 30 days before Supreme; then warrants are sent in immediately.
  - d. **Sec. 301 - Officers – Eligibility:** All Members in good standing shall be eligible to any office in the Auxiliary; provided no member shall hold two elective Auxiliary offices at the same time but may hold one elective and one or more appointive offices. Exceptions to this rule are as follows:

- 1) A Trustee may hold another elective or appointive office other than President, Secretary or Treasurer and that
  - 2) the Secretary cannot be President. The Secretary will not be permitted to hold the office of Trustee.
3. **GRANDS: Sec 401**: A Grand must have five (5) or more local auxiliaries or three (3) Auxiliaries with a minimum of at least 75 members to be chartered as a Grand. When the strength of the Grand falls below (3) Auxiliaries, the Supreme President shall withdraw the Grand Auxiliary Charter.
  4. **GRAND CONVENTIONS are just around the corner**: I will be assigning a Supreme Representative to attend your Grand Convention. Every effort will be made to send your choice. But bear in mind that it is not always possible. The Supreme Rep will be reviewing the Auxiliary books. When your auxiliary is inspected, be sure to have the hard copies of the following documents available for the inspectors: a copy of the bond, quarterly audits, ledgers, banks statements, CD statements, EIN#, a copy when the 990N e-postcard was filed which is a receipt from IRS and Secretary's minutes. The Supreme Representative will need to sign on each of these documents.

***SUPREME REPs WILL ATTEND ALL FUNCTIONS OF YOUR CONVENTION***

5. **GRAND PRESIDENTS**:
  - a. Your visits to your Auxiliaries within your Grand should have been completed by December 31<sup>st</sup>, 2023, and all your Inspection Reports sent to Supreme Inspector Marquitta Hill, PO Box 16113, Hattiesburg, MS 39404. E-mail: [nicolevfw@yahoo.com](mailto:nicolevfw@yahoo.com)
  - b. Your VAVS Representatives and Deputies should be performing their duties at the VA Hospitals and submitting reports. It is your responsibility to visit all the VA Hospitals in which you have a VAVS Representative and Deputies.
6. **TREASURERS ON ALL LEVELS**:
  - a. **"Per the Program book - Page 25 Audit Form**. Bottom of the page states: Auxiliaries - Send a Copy to Grand Treasurer as soon as books are audited. This sentence is being amended to the following: **Auxiliaries - Send a Copy to Grand Treasurer and Supreme Treasurer as soon as books are audited**. These may be submitted to Supreme via email - Georg Jean Zimmerman @ [gjazzzman@gmail.com](mailto:gjazzzman@gmail.com) or snail mail - 9117 SW 31<sup>st</sup> St, Oklahoma City, OK 73179
  - b. **Sec 323 – Arrearages**. Any Auxiliary in arrears for membership reports, per-capita tax, or failure to have the office bonded; other financial obligations or supply money to Supreme Headquarters; failure to make quarterly audits and failure to comply with Sec 312 of the Supreme By-Law shall **be deprived of Auxiliary representation** on all levels. All rights shall be restored promptly upon satisfactory adjustment of deficiencies.

- c. No checks are to be made out to any Supreme or Grand Chairman. Checks are made out to the organization, not an individual. Checks for the any Supreme Program are to be made out to Supreme MOCA & sent to Supreme Treasurer.
  - d. All Auxiliaries must have their own EIN to maintain their non-profit status under the umbrella of the Supreme Organization and **it is the responsibility of the Treasurer to file the 990n epostcard annually**. This is your EIN number and cannot be shared. This number is to be provided to the Supreme Treasurer as well as the Supreme Quartermaster, 604 Braddock Avenue, Turtle Creek, PA 15145. A reminder: Your EIN is for non-profit status, not tax exemption status. The MOCA is a 501c3 not a 501c19.
7. **BY-LAWS:** By-laws are revised every 5 years. Please submit any resolutions for changes to Pat Potter at email: [ppotter1293@gmail.com](mailto:ppotter1293@gmail.com) for the consideration at a future convention.
  8. **SUPREME PRESIDENT'S SPECIAL PROJECT:** Please send your donations to Supreme Treasurer Georg Jean Zimmerman and "Earmark" the check "*Supreme President's Special Project.*"
  9. **SUPREME PRESIDENT'S NATIONAL HOME SPECIAL PROJECT:** Please make your donations to Supreme Treasurer Georg Jean Zimmerman, "Earmark" the check "*Supreme President's National Home Special Project.*"
  10. ***A reminder the Joint Project "Operation Big Boot" is a program that is being worked by the MOC/MOCA. If monies are donated to you for this project, please keep that money in your state to help on Suicide Prevention. DO NOT SEND TO SUPREME!***

To those who are experiencing illness, we extend the best wishes for a speedy recovery and to those who have lost loved ones, we extend our most profound and deepest sympathy from the Supreme Organization. Please ensure ALL the sick and departed members are reported to your Grand Chaplain as well as names are sent to the Supreme Chaplain Dawn Van Tassell, 110 Burgundy, Ekron, KY 40117. Cell: 502-655-1379 E-mail: [cootiecutiedawnvt@gmail.com](mailto:cootiecutiedawnvt@gmail.com)

BY ORDER OF:

*Billie Cassidy*  
Supreme President  
2023-2024

ATTESTED TO:

*Georg Jean Zimmerman*  
Supreme Secretary  
2023-2024