

WHEREAS, Changes to the Department of Arizona governing documents required due to action of the National organization and the passage of time should not require a vote to be implemented; and

WHEREAS, Occasionally errors are discovered in the documents that were made during use; now therefore be it

RESOLVED, That the attached “housekeeping” changes were made to the indicated Arizona Governing Documents during the 2025-2026 program year.

Constitution, Bylaws, & Standing Rules

1. Executive Director of Operations is in charge of making sure either she or District completes District IRS and Corp. Com. Reports, and both HQ and District keep records.
Constitution Article V Section 1
Bylaws District Section Article IX Section 6
Policies and Procedures page 13 under “District Finances”.
2. Clarified PDP must be a member in good standing of an AZ Unit to exercise rights as an AZ PDP.
Constitution Articles VII and VIII; also Addendum #2 to Standing Rules "Proposed Rules of Convention" Rule Number 20.
3. Constitution Article IX Section 7 to match Policies & Procedures p. 21 on automatic National Convention Delegates.
4. Bylaws Department Section Article II Section 7, updated to match Employee Manual wording
“The Advisory Committee shall be the final authority on employee grievances which are unable to be resolved in any other manner, unless the magnitude of the original problem, issue, or grievance requires attention of the Executive Committee as the 'employer'.

Policies and Procedures Manual

1. History Book copies: 3 page 15
2. District VP entitled to mileage if she is official representative to Department Conference or Convention page 16
3. Clarified PDP must be a member in good standing of an AZ Unit to exercise rights as an AZ PDP. Page 18
4. Procedure for National pre-convention meetings updated page 22
5. Chairmen receiving materials from National at beginning of year through National website page 23-24
6. C&Y given total makeover pages 25-26

7. Removed reference to poppy making chairmen no longer have these chairmen

8. Public Relations: removed National Press Book Contest. Removed separate Facebook page for Department President—she should use Ring Your Bell. Page 49

9. Creative Arts Judging updated to current practice page 52

CREATIVE ARTS The Veterans Creative Arts Festival (VCAF) is a sub-program under the VA&R Program and is nationally recognized. The purpose is the rehabilitation of Veteran inpatients or community-based Veterans through the use of Art, Music, Writing, or Dance.

The National Festival is co-sponsored by the Department of Veteran Affairs and the National American Legion Auxiliary. Following the eligibility and submission rules for participation, the National Festival is open to all qualifying veterans (participation at a local VCAF is not required). Winners selected by the National Committee are invited to attend the National Creative Arts Festival at their own expense.

If a local VA Medical Center elects to hold an art event, the event is co-sponsored by the local VA Medical center and the American Legion Auxiliary. As funding allows, the Auxiliary provides event support such as food/beverages, volunteers and promotion. Additionally, if an Arizona veteran is invited to the National VCAF, financial support may also be provided.

Funding for VCAF support comes from donations made by Units and Districts to the Department of Arizona. These funds are managed through the Department and by the overall Department Creative Arts Chairman and the local chairmen for each VA Hospital as appointed by the Department President.

10. Service to Veterans reporting clarified pages 53-54

11. Changed typewriter to computer pages 58-59

12. Removed \$100 car rental for National parade (parade is no longer held) pages 61-62

Department Awards Manual

1. Connie Erickson Middlebrook Plaque – Junior History

During use the Rules for this plaque were incorrectly changed in several places to indicate they were for a District History Book. This was corrected to indicate they are for a Unit Junior Group History Book in all relevant places.