



Department President
Barbara Indan
2629 Fillmore Street
Philadelphia, PA 19137

215-514-1018

April 5, 2022

General Order #3

Dear Pennsylvania Sisters,

I hope this notification finds you well. These last few years have been (and seem to continue to be) unsettling and crazy. The events that happened, and are happening now are of the sort that some of us have never experienced. I pray that we, and our families and loved ones are safe, healthy and secure in our lives.

First and foremost, our first quarter 2022 per capita tax is now due! Our National Organization requires us to pay our per capita on each member annually. However, a few years back, we in Pennsylvania had decided to continue to allow our individual auxiliaries to pay Pennsylvania per capita taxes quarterly. I believe the decision was made based on the argument that it would be better for funds to come in over the course of time rather than all at once to maintain a steadier cash flow. We can certainly address that decision (whether or not to continue to pay quarterly) at Encampment. But for the time being, Pennsylvania requires per capita quarterly. That being said, I don't think anyone would complain if your auxiliary paid the entire year in advance! If anyone has any questions about per capita, please do not hesitate to contact me or our Department Secretary, Betsy Matthews. See Aux. form A02 on the National Web site ASUVCW.org.

Secondly, each auxiliary is required to file their own 990N postcard with the IRS annually. It is important that this be done. Again, there is information on our National Web Site under Auxiliary Forms regarding this. The information required to file is as follows:

Auxiliary EIN number, Auxiliary President Or Treasurer name and address, annual income (if over \$50,000.00).

Ellen Higgins has graciously offered her assistance to anyone who needs help with this. If you have ANY questions, please let me know.

Auxiliaries and Pennsylvania Sisters – **PLEASE REMEMBER OUR DEPARTMENT MONEY OFFICERS:**

Linda Snook, Dept. Patriotic Instructor.
999 Red Bank Road
Mifflinburg PA 17444
malynda2017@gmail.com

Ellen Higgins, Dept. Chief of Staff
P.O. Box 405
Marmora, NJ 08223
squirrelcnj@aol.com

Any donations, whether by check (either personal or from your auxiliary), or items suitable for raffle at Encampment, would be greatly appreciated. These two hard working sisters need our support. Any payments made to them in the form of a check should be made payable to Dept. Penna. ASUVCW. And can be mailed to them directly at the addresses listed above. Both Linda and Ellen have fund raising projects that can be found on our Department website PAASUVCW.com. I encourage you to support them both any way that you can.

This year, our Department Encampment will be held in Williamsport, PA at the Genetti Hotel on June 16th through the 19th. We've been to the Genetti in the past and have enjoyed their hospitality. My hope is that we get a nice turn out this year for Encampment. Meetings and social events are held on Friday and Saturday. You may attend just one day or both. I have enclosed information regarding the Encampment. Additional copies of these forms, can be found on our Department website PAASUVCW.org. Please consider pre-registration for Encampment. This way, we'll be able to prepare by having an idea of who might be in attendance. To pre-register, please send the attached form, along with a check for \$8.00 to our Department Secretary no later than May 31st. You may also register at the door for a cost of \$10.00.

Auxiliary Presidents: Please prepare a written report to be submitted at Encampment. If you plan to attend, you can bring it with you (in duplicate please). If you cannot attend, would you please mail or email a copy of your report to our Department Secretary, Betsy Matthews no later than June 2nd? Betsy's address is 602 N. Rosina Ave., Somerset, PA 15501 and her email is betsy1865@verizon.net. Your report may include any activities or events you or your auxiliary members attended in the past year, or any fundraising or charitable programs you might participate in. We enjoy hearing what our members have been doing and it's always good to get new ideas and inspiration from kindred spirits.

Speaking of Charitable activities, would you please encourage all your Auxiliary members to complete our charitable activities form A10 and either compile your auxiliary's information, or have your members send their forms to me and I will compile for you. The information we gather gets sent on to National for their records. I have attached a copy of the form, which can (along with other reports and forms) be found on our National Web Site under forms (auxiliary) Please visit ASUVCW.org.

To our Aux. Vice Presidents: Your reports should be completed and sent to our Department Vice President, Sister Ann McMillin, no later than June 1st. It is form A05 and can be found on our National website (www.asuvcw.org) On this form, you will list any new members that you've gained this year. Ann's address is 622 N. Pitt Street, Carlisle, PA 17013. Her email is ammcmillin@gmail.com.

To our Aux. Chaplains: Please retrieve and complete form A06 and send it to our Department Chaplain Sister Darlene Alcorn immediately after Memorial Day. Again you can obtain a copy of this form from our National Website. This form asks you to list any sisters who have passed during the year, as well as info pertaining to memorial services and monies spent on grave decorations. This information will be used during our Memorial Service with the SUV at our Encampment as well as forwarded to National. Because the information on this form is used to honor our sisters at our Department Encampment, it is so very important that we hear from each auxiliary in time for Encampment. Darlene's address and email are: 23 S. Quarry Street, Mt. Pleasant, PA 15666. darscatseye@yahoo.com

Aux. Patriotic Instructors: Should obtain and complete form A07 and send it to Linda Snook. This form asks about patriotic holidays you have recognized and the distribution (if any) of flags. It also asks about any money that was spent for the patriotic instructor's fund! There is a section to mention specifically what you might have done in your auxiliary. This is a good way to communicate your

ideas with the rest of our membership. Linda's address is 999 Red Bank Rd., Mifflensburg, PA 17844. Her email address is malynda2017@gmail.com

To our Department Officers: Please have your reports written and sent to our Department Secretary, Betsy Matthews, as soon as possible after you have heard from our individual Auxiliaries but before our Encampment. Certainly any recommendations or items you wish us to vote on should be (if at all possible) made in advance. You can keep track of the Auxiliaries that you've heard from by using our roster.

Speaking of officers, our organization is always looking for individuals to be more active at the Department and National levels. If any member is interested in becoming either a Department Officer or a National Officer, we would love for you to let us know. We have much talent in Pennsylvania and could always use fresh new ideas. Please know that you would certainly have my support in your endeavors.

If anyone has any questions, or needs help getting the proper forms, please do not hesitate to contact me. My phone number is 215-514-1018, and I can be reached by email at barbaraaindan@gmail.com.

Again, if anyone has any questions, suggestions or concerns, please do not hesitate to contact me. I so look forward to seeing you in Williamsport!

In the meantime, I remain sincerely yours in Fraternity, Charity and Loyalty,

Barbara Indan

Pennsylvania Department President

A.S.U.V.C.W.

Enclosures

*****REMINDERS*****

Mail your per capita form and check to: Betsy Matthews, 602 N. Rosina Ave., Somerset, PA 15501

Attest: Betsy Matthews
PA Department Secretary

NOTE: Please make sure all members get a copy of this General Order or read it at your next Auxiliary meeting. Thank you!