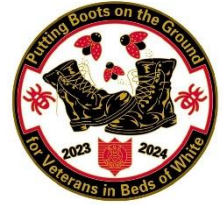




Military Order Of The Cootie Auxiliary

General Orders #1

2023-2024



1. Having been duly elected and installed as Supreme President of the Auxiliary to the Military Order of the Cootie I do hereby assume the duties of the office.
2. All previous appointments are hereby declared null and void.
3. **The Cootie Courier** is recognized as the official method of communication between the Supreme Organization and all Supreme Officers, Chairmen, Grand and Local Auxiliaries. The General Orders and President's message will be printed therein and are to be read at the first meeting following receipt of the current issue of the Cootie Courier and filed. The Cootie Courier is available for free online at: www.lotcs.org.
4. **Grand and Auxiliaries NOT in a Grand - Secretaries:** General Orders, Information Letters and Minutes should be sent to the Supreme President, Supreme Treasurer, Supreme Secretary, Supreme Senior and Junior Vice Presidents and the Supreme Hospital Commissioner. The audit and Treasurer's Report should be included in the minutes.
5. **Secretaries on all levels:** Please forward any changes of Officers or addresses to the Supreme Secretary Georg Jean Zimmerman, gjazzzman@gmail.com and Supreme Treasurer Sandra McKinley sanmckin@aol.com.
6. Supreme Information is on a ZIP Drive this year, containing the Supreme Roster and Program book, will be available for purchase at Tomb Trek for \$5 each.
7. **This year all Treasurers' bonds must be renewed.** Current bonds expire on August 31, 2023.
8. All official communications to the Supreme President must be in writing and come through proper channels. Any local Auxiliary should send their communications to their Grand President and the Grand President to the Supreme President. Any communication not sent through proper channels will be returned to the Grand President. All decisions will come from the Supreme President in writing.
9. **Grand Presidents:** Please send the Supreme President the dates of Testimonials, Homecomings and Grand C of A meetings, as well as any special functions your Grand may hold. I would like to make as many visits as the Supreme Budget will permit.
10. **Request for Representative: Grand Presidents:** In the Supreme President Program Book there is a form to request a Supreme Representative for your Grand or District Convention. Although

it seems early for this please send this form to the Supreme President as soon as you have the date and location for your Convention. This will aid in making Representative assignments and obtaining the best available airmiles. The rest of the information can be sent to the Supreme President as soon as it becomes available. Please have these forms completed and sent in by December 31, 2023. A copy of this form was also handed out to all Presidents that attended the Supreme Convention in Phoenix, AZ.

11. **VAVS: Grand Presidents and Auxiliary Presidents not in a Grand:** In the President's Program Book there is a form for adding and or replacing VAVS Representatives and Deputies. If any Representatives or Deputies are not able to regularly attend their VAVS meetings, they should be replaced. The President is responsible for filling out this form and sending it to Supreme VAVS Representative Lori Nettles.
12. **Auxiliary Treasurers:** Send Transmittals with the Per Capita tax to your Grand Treasurer and make the checks payable to the Grand MOC Auxiliary. Auxiliaries not in a Grand are to send the Transmittals directly to the Supreme Treasurer and the check for the Per Capita tax made payable to Supreme MOC Auxiliary. Please indicate on the application if this is a new, transferred, or reinstated member. Please be sure that three members have signed the application where indicated. If the application does not have all three signatures, it will be returned for correction. Be sure the address on the application is complete and correct; we need to have a valid mailing address for all members. Please do not hold Transmittals. Send them in as soon as possible.
13. **Presidents on all levels:** The 2023-2024 President and Treasurer are the only authorized signatures on all accounts (checking, savings and CD's). All checks must have these two signatures. Checks should be imprinted with the Auxiliary Name, Number and State. Any checks received by Supreme not having two signatures will be returned.
14. **Audits:** Audits must be done quarterly and should be completed by October 15th, January 15th, April 15th and July 15th. The Audit form can be found in the current Supreme Program Book. The Audit Form, bank statements, checkbook, at least two of the three elected Trustees must sign Treasurer's Books and the books of the Secretary. Local auxiliaries should forward the copies of the completed Audit Form to their Grand Treasurer. Auxiliaries not in a Grand should forward their Audits to the Supreme Treasurer.
15. **Checks:** Checks from the Supreme Auxiliary not cashed within 90 days of receipt will be voided. Any Auxiliary on any level sending bad checks to the Supreme Auxiliary will be responsible for the amount of the check and any fees incurred.
16. **Inspectors:** Inspections may begin immediately. Inform the Auxiliaries of the planned inspection date so they will be prepared. Inspections may not be completed at a Council of

Administration meeting but must be done at a regularly scheduled meeting of the local Auxiliary. The Inspector should verify that the books of the Secretary and Treasurer are being audited. She should also verify that the office of the Treasurer and President is bonded and that the bonds are in the possession of the President. The Grand Inspector will mail or email a copy of the Inspection form to Supreme Inspector Marquitta Hill. Info is in the program book.

17. **Hospital Chairmen:** Send your reports in monthly to your Grand Hospital Chairman. No report that is over 90 days old will be accepted. Be sure that any report that is returned for correction has the date of receipt, stamped / noted on it so that it will not be considered late when it is corrected and returned. Grand Hospital Chairmen and Auxiliaries not in a Grand should send their reports to their District Hospital Commissioners timely, so they can be sent onto the Supreme Hospital Commissioner.
18. **Clowns:** Clown Pins or Year Bars can be reported for three or more clown visits between May 1, 2023, and April 30, 2024. Visits must be reported on the Hospital Report and the Clown Request form sent to Supreme Mama Clown Phyllis Kelly.
19. Auxiliaries on all levels having By-Laws should review them to be sure that they do not conflict with the Supreme Auxiliary By-Laws. All such By-Laws should be submitted to the Supreme President for approval.
20. **The 88th Annual Tomb Trek** is November 3 – 5th, 2023. Reservation forms and hotel information are in the program book. Please pay attention to the cut off dates. The dress required for presenting a wreath is printed in the Supreme Program Book. **ANY MEMBER THAT IS NOT IN THE REQUIRED DRESS WILL NOT BE ALLOWED TO PRESENT A WREATH.** Please read the dress code carefully so that you will be able to present a wreath for your Auxiliary. **What is Tomb Trek?**



ANNUAL TREK TO THE ARGONNE CROSS AND THE TOMB OF THE UNKNOWN AT ARLINGTON NATIONAL CEMETERY. The Military Order of the Cootie, “The Honor Degree of the Veterans of Foreign Wars,” pay tribute to those who answered the call of our nation by placing approximately 250 wreaths at the Argonne Cross in Arlington National Cemetery, on a yearly basis. They also lay a wreath at the Tomb of the Unknown Soldier. Arlington National Cemetery will always be a place of hallowed memories and a “Shrine of Each Patriot’s Devotion.” Go to

<https://www.lotcs.org/events>

21. **The VFW National Home 95th Cootie Christmas Party** will be December 1 - 3, 2023.



Every year, the Grand of Michigan hosts and sponsors the “Cootie Christmas Party” for the children of the VFW National Home. Your donations are necessary for this program to work, and **WE NEED YOUR HELP! DONATIONS:** Make your donations payable to: **MOC Grand of Michigan and send it to Grand of Michigan, Quartermaster Jim Schultz, 9538 Deering, Livonia, Michigan, 48150.**

Earmark your check(s) Cootie Christmas Party. Your donations are greatly appreciated. Go To <https://www.lotcs.org/events/Cootie Christmas>.

22. **Special Projects:** The Supreme President and Supreme Seam Squirrel’s Special Project is a joint Mission this year “Keep ‘em Vertical – Operation Big Boot.” This mission has been developed to reduce the Veteran Suicide Rate commonly referred to as ‘22 a day’. Funds raised will remain in your State / Area and be donated to an organization that helps in Veterans Mental Health Awareness and Suicide Prevention. Information on the project is on pages 66 – 68 in the Supreme Program Book.

The VFW National Home Special Project for 2023-2024 is multi-faceted, “Heros to Hives’

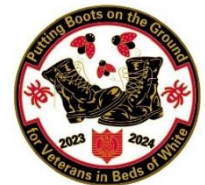


& ‘Music’ Programs.



Information on this project is found on pages 71 - 73 in the program book. Again, any contributions or donations from fundraisers should be sent to the Supreme Treasurer. Don’t forget to REPORT.

23. The theme for this year is **“Putting Boots on the Ground for Veterans in Beds of White.”** The Supreme President’s pins will be available at Tomb Trek.



24. The Supreme President’s cell phone number is 931-628-1774. E-mail is bscassidy4973@gmail.com OR bscassidy@tds.net.

25. The Supreme President will have a message on the MOCA webpage. Be sure to check it out at www.lotcs.org and then click on MOCA Emblem for forms and other information.

26. To those who are ill, our best wishes for a speedy recovery. To those who have lost loved ones we extend our deepest sympathy and send prayers to you and your family.

Attested: By Order of:

Georg Jean Zimmerman
Supreme Secretary

Billie Cassidy
Supreme President