



VETERANS OF FOREIGN WARS OF THE UNITED STATES

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[www.vfw.org](http://www.vfw.org) | [info@vfw.org](mailto:info@vfw.org)

August 31, 2016

Thomas Gimble, Commander  
Department of Virginia, VFW  
403 Lee Jackson Highway  
Staunton, VA 24401

Re: Proposed Amended By-Laws

Dear Comrade Gimble:

Receipt is acknowledged of the proposed revised By-Laws for the Department of Virginia VFW, submitted for review of the Commander-in-Chief in accordance with Section 502 of the Manual of Procedure.

These documents have been designated amended By-Laws to reflect their replacement of previously reviewed By-Laws.

A review of the proposed amended By-Laws discloses that they are in compliance with the Congressional Charter, By-Laws, Manual of Procedure, Ritual, and laws and usages of the Veterans of Foreign Wars of the United States.

A copy of the reviewed amended By-Laws has been retained for our files and two sets herewith returned.

Sincerely,

David E. Prohaska, Director  
Administrative Operations

DEP: cjlj  
Enc: Revised By-Laws (2)  
cc: Department Adjutant (1)

**NO ONE DOES MORE FOR VETERANS.**

**VETERANS OF FOREIGN WARS  
OF THE UNITED STATES**



**VIRGINIA**

**State Headquarters  
403 Lee Jackson Highway  
Staunton, Virginia 24401  
www.vfwva.org**

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**Veterans of Foreign Wars**

**AUG 31 2016**

**Administrative Operations-GM**

August 31, 2016

Robert Wallace  
Adjutant General  
VFW National Headquarters  
406 West 34<sup>th</sup> Street  
Kansas City, MO 64111

Dear Comrade Wallace:

Please find attached a copy of the By-Laws for the Department of Virginia, located in Staunton, Virginia for your review and/or approval.

Yours in Comradeship,

Kim A. DeShano  
State Adjutant/Quartermaster

KAD/ADL

Enclosures

VETERANS OF FOREIGN WARS OF THE UNITED STATES  
DEPARTMENT OF VIRGINIA  
CHARTERED FEBRUARY 1, 1923

DEPARTMENT BY-LAWS  
REVISED: JUNE 16, 2016

ARTICLE I

Section 1. This subdivision of Veterans of Foreign Wars of the United States shall be known as the Department of Virginia, Veterans of Foreign Wars of the United States.

Section 2. The jurisdiction of this Department shall conform with the territorial boundaries limitations of the State of Virginia.

Section 3. Permanent location of the Headquarters of the Department of Virginia, Veterans of Foreign Wars of the United States shall be at 403 Lee Jackson Highway, Staunton, Virginia 24401.

ARTICLE II

The qualifications and eligibility for membership in the organization shall be governed by the Congressional Charter and By-Laws of the National Organization, as shown in Article I, Section 101.

ARTICLE III  
POSTS

Post status in this Department shall be in accordance with and governed by the National VFW By-Laws and Manual of Procedure as contained in Sections 201 through 223.

ARTICLE IV  
DISTRICTS

Section 1. District status in this Department shall be in accordance with and governed by the National VFW By-Laws and Manual of Procedure as contained in Section 401 to 421 inclusive.

Section 2. The Department of Virginia shall consist of thirteen (13) Districts, numbered chronologically from Number 1 through Number 13.

Section 3. The District Commander serves as both the District Commander and as a member of the Department Council of Administration.

- A. In the event that a District Commander resigns or is removed from the District Commander position IAW Section 420 of the By Laws, the position on the Council of Administration will also be declared vacant.

**ARTICLE V  
DEPARTMENT**

The Department of Virginia, VFW shall be governed by the Department Convention in accordance with the National VFW By-Laws and Manual of Procedure as contained in Article V, Section 501 - 521. Council of Administration composition, powers and duties as contained in Article V, Section 522.

Section 1. The By-Laws of the Department of Virginia shall be those previously enumerated from the National VFW By-Laws and Manuel of Procedure and as they may be supplemented by the Department Convention at its annual session in accordance with Section 504-521.

**Section 2. Council of Administration**

- A. The Council of Administration shall be composed in accordance with Section 522.
- B. The Council of Administration may remove an elected officer, elected committee member or appointed salaried officer as prescribed in Section 520 of the Manual of Procedure.
- C. The Department Council of Administration shall have the authority to determine the boundaries of the Districts which exist within the Department in accordance with Section 401 of the National By-Laws.

**Section 3. Committees:**

A. To facilitate the work of the organization and to assist the Department Commander AND THE Council of Administration in the advancement of the causes of the Veterans of Foreign Wars, committees shall be listed in the Department Standard Operating Procedures (SOP) together with their composition, duties and responsibilities.

B. The Department Commander shall appoint and/or disband such other committees as deemed necessary. The committees shall serve during the current administration.

Section 4. Standard Operation Procedures (SOP). The routine operations of the Veterans of Foreign Wars, Department of Virginia shall be specified in the Standard Operating Procedures (SOP).

**ARTICLE VI**

**BY-LAWS REVISIONS, AMENDMENTS, ADOPTION AND APPROVAL**

Section 1. These By-Laws may only be amended or revised at the Department Convention by a two-thirds vote of the members present at a stated meeting thereof; PROVIDED that such amendments or revisions have been forwarded to Department Headquarters; have been properly approved and proposed by a Post, or have been recommended by a Department Officer or Past Department Commander, and written notice thereof, together with a copy of the proposed amendment or revision has been given each Post by the Department Adjutant in the General Orders at least 30 days prior to the State Convention

Section 2. APPROVAL...After these By-Laws have been adopted, as provided in Section 1 above, three copies will be forwarded to VFW National Headquarters, 406 West 34<sup>th</sup> Street, Kansas City, Missouri 64111.

The By-Laws shall become effective upon the Department's receipt from National Headquarters of the Commander-in-Chiefs review and approval.

Wherever these By-Laws or subsequent amendments may be found to be in conflict with the present or any future National By-Laws, the latter shall prevail and be binding upon this Department as though written herein.



REVIEWED **AUG 31 2016**  
FOR THE COMMANDER-IN-CHIEF

*[Signature]*  
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KEVIN C. JONES  
ASSISTANT ADJUTANT GENERAL  
BY DAVID E. PROHASKA, DIRECTOR  
ADMINISTRATIVE OPERATIONS

Veterans of Foreign Wars

AUG 31 2016

Administrative Operations-GM