



**2024- 2025**  
**DEPARTMENT OF NEW MEXICO**  
**DISTRICT PRESIDENT OF THE YEAR**



Only one District President will be named District President of the Year to recognize your qualities and skills of inspiring members, and building a cohesive District. The criteria are listed below.

**1. Comply with Bylaws/Administrative Follow-Through:**

a) Installation Report must be completed and received by Department.

Possible Points	Actual Points	Criteria
20		Installation Report submitted by June 30, 2024
15		Installation Report submitted by July 10, 2024

b) President and Treasurer must be bonded.

Possible Points	Actual Points	Criteria
20		President and Treasurer bonded by July 15, 2024
15		President and Treasurer bonded by July 31, 2024
10		President and Treasurer bonded by August 15, 2024

c) Officers dues must be paid before December 31, 2024. This includes the offices of President, Secretary, and Treasurer.

Possible Points	Actual Points	Criteria
20		Officers' annual dues paid by July 31, 2024
15		Officers' annual dues paid by September 30, 2024
10		Officers' annual dues paid by November 30, 2024

d) Submit all audits to the Department Treasurer within 30 days of the completed audit. 15 points

e) Submit approved minutes to the Department Secretary with a copy to the Department President within 30 days of minutes being approved. 15 points

f) Submit Official Visit report of Auxiliaries in your District to the Department Secretary with a copy to the Department President no later than March 31, 2025. 15 points

g) Attend all Department of Council of Administration meetings to represent the wishes of your Auxiliaries in your District; in your absence, the District Sr. Vice President or the District Jr. Vice President may attend. 20 Points

h) Review Standing Rule, amend if necessary and forward a copy to the Department Secretary and the Department President by March 31, 2025 10 Points

**2. Training:**

a) Attend a Department Training Program

Possible Points	Actual Points	Criteria
10		One of the TOP five officers attend a training program hosted by Department by April 15, 2025. Department Secretary minutes will reflect attendance.

b) School of Instruction

Possible Points	Actual Points	Criteria
15		Hold at least one (1) meeting for the purpose of School of Instruction for Auxiliary Officers or for the promotion of Auxiliary programs. District Secretary minutes will reflect training and need be submitted to the Department Secretary by April 30, 2023 to obtain points.

**3. Working together:**

a) Programs Participation and Working Together on a Common Goal: District MUST complete projects, activities and donations that benefit Veterans by December 31, 2024

Possible Points	Actual Points	Criteria
10		Donations to all Hospitals by December 31, 2024
5		Donation to the Department President’s Special Project “Combat Impact Outdoors” by December 31, 2024
10		Donation to the National President’s Special Project “Operation Bottom Cover” by December 31, 2024
5		Donation to “Across the Boards” by December 31, 2024

**4. Communication:** President must communicate with membership in their district at least quarterly in one of the following ways: newsletter, email and or mail.

Possible Points	Actual Points	Criteria
20		Communicate with membership through the year informing of events, meetings, Department and National news.

**5. End of Year:** Provide a summary of your year on how you make your District meetings memorable, informative, fun and friendly while being Veteran and family-centered. Please be detailed with dates, events, activities. Feel free to share pictures

50 points

**District President of the Year Award:**

Award will be given to the District President with the most points at the Department Convention 2025. In the event of a tie, a unbiased committee will be appointed by the Department President to judge the entries. Any reference to names, Post number and District will be redacted for fairness.