



*Jewish War Veterans of the United States of America
1811 R Street NW, Washington, DC 20009
www.jvw.org*

Merging and Dissolving Posts

Thank you for all of your efforts to keep the Post thriving. We know it can be a challenge to maintain membership and understand that sometimes merging or dissolving a Post is the best solution. Please read through the enclosed material carefully. It will guide you through the process.

First: Advising

Speak with your Department's leadership. The Department will have a good understanding of which Posts could merge and how funds should be transferred. Call or email National Headquarters for Department contact information. (membership@jvw.org, 202-265-6280)

Second: Understanding the Rules

Mergers

- 1. All Posts involved in the merger must hold a vote to complete a merger. The vote is taken at a special meeting, which must be announced at least 30 days in advance. Often times, the individual Posts hold individual special meetings, but conducting a joint meeting is acceptable, as well.**
- 2. The Posts must decide the name of the merged Post. You could choose to merge the names, use of the Post's names, or completely rename. A Post may be named after a deceased person, geographic location or simply a number.**
- 3. The Posts should negotiate who will remain an officer and/or if a special election should be held after the merger.**
- 4. Once voted upon and accepted by the Posts, the merger must then be approved by the Department, and finally by the National Executive Committee (NEC). NEC meets biannually (February and August).**
- 5. Post assets must be transferred to the new Post upon completion of merger. The Post may choose to use funds prior to the merger (e.g. install a memorial plaque, honoring the Post, at a local landmark), but all remaining funds are forfeited to the new Post.**
- 6. The closing Post should file a 990-N and Finance Board Report for its last fiscal year.**
- 7. Throughout the process, the Posts must work with the Department leadership to come to an amicable solution.**

[ByLaws, Article IX, Section 3](#). When two or more Posts desire to consolidate, they shall hold special meetings called for that purpose, of which all members in good standing shall be given notice in writing at least 30 days prior to the special meeting. If two-thirds (2/3) of the members present and voting at such meetings shall vote in the affirmative, the Commanders of the Posts shall certify that fact to the Department Commander for his or her approval, and then, to the National Commander for the approval of the National



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Executive Committee. Upon the approval by the Department Commander and the National Executive Committee, the consolidation shall become effective. A new charter shall be issued to the consolidated Post. All Officers of the Posts so consolidated shall be entitled to the rank they formerly held as past Officers.

[ByLaws, Article II, Sections 4 – 5](#). Provide details about filing the 990 tax form and Finance Board Report.

Dissolutions

- 1. A Post with fewer than 10 members may be dissolved by National HQ, but generally, the Post or Department makes closure decisions.**
- 2. The Post must work with the Department leadership to make the best decision. If dissolution is the choice, the Post should coordinate the closing of the Post with Department leadership.**
- 3. Post dissolutions must be approved first by the Department, and second by the National Executive Committee (NEC). NEC meets biannually (February and August).**
- 4. A letter should be mailed to all remaining members, informing them of the dissolution.**
- 5. A dissolving Post must forfeit its funds/assets to the JWV Building Fund. The Post may choose to use the funds before dissolution, but all remaining funds are forfeited.**
- 6. A Post may choose to donate funds to another organization. JWV's Matching Funds rules, however, still apply. Any donation made to a cause that is not a direct service to veterans, requires a matching donation made to JWV. (e.g. donating \$1000 to an Honor Flight requires an equal donation of \$1000 to JWV National Building Fund)**
- 7. The closing Post should file a 990-N and Finance Board Report for its last fiscal year.**

[ByLaws, Article IX, Section 14](#). In the event of surrender of a charter by a Post, or other Echelon of this Organization, or of the charter being declared no longer in existence, under the authority of the National Executive Committee, all property of such Echelon, or any building or other corporation thereof, whether it be of real, personal or mixed property, including all funds and Special or Designated Fund Accounts, and whether on deposit in banks or in the possession of any individual, shall be allocated and all funds are assigned to the Jewish War Veterans Building Fund. Failure on the part of any individual to honor a request for the surrender of such property shall be deemed to be an offense recognizable under Article X of these Bylaws. (Amended 8/14)



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[ByLaws, Article II, Sections 4 – 5](#). Provide details about filing the 990 tax form and Finance Board Report, as well as explanation of the Matching Funds Policy.

Third: Creating and Implementing a Plan

Speak with the Department Commander to get his/her view on closing/merging the Post. Call the Membership Department at National Headquarters for additional guidance. Establish a Post committee that will ensure proper adherence to the merger/dissolution procedures. You may also find it helpful to create an Historical committee to decide **how the Post will be remembered** and its artifacts preserved.

Build a finance plan into your merger/dissolution plan. Some Posts choose to spend some of their treasury before dissolving or merging to preserve the memory of the Post. Some examples:

- donate half of the funds to the Department and hold a ceremony
- donate to any veterans cause
- donate to a non-veterans cause, but you must donate an equal amount to JWV National per *ByLaws*
- grant a scholarship to a local ROTC student
- invest in a [Paver from our Museum](#): These are inscribed bricks that line the front steps of the National Museum of American Jewish Military History. We offer different sized bricks to allow more or less inscription
- invest in an [Honorial Wall Inscription](#): The main floor of the Museum includes a glass wall featuring donors, Posts and PNC's. These items and more are for purchase through the Museum Coordinator, Mike Rugel, mrugel@jvw.org, 202-265-6280 x104

Keep your membership updated as you implement your plan. Tidy up the financial records and historical records. And, if you need help along the way, contact the Membership Department at National Headquarters. It is sad to see a Post close, but the organization will continue to thrive if it is built of strong, organized units. Thank you for all your efforts to maintain JWV and preserve the legacy of Jewish American military service.