

NATIONAL DEPARTMENT
Polish Legion of American Veterans, U.S.A.

CHARTERED BY ACT OF CONGRESS

National Commander
GENE S. HENTKOWSKI
162 South Aurelius Rd
Mason, MI 48854
517-244-0777



NATIONAL HEADQUARTERS
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National Adjutant
PATRICIA A. BUBONICS
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Unity with Heritage

BULLETIN 2015 - 14

April 5, 2015

TO: All NEC Officers and Post Commanders

SUBJECT: OPENING FOR NATIONAL QUARTERMASTER

Article V – Officers, Page 11

Sec. 3, Par. 1 – The National Commander shall within thirty (30) days after the National Convention, and subject to a concurrence by the National Executive Committee, appoint the following officers, to wit:

B. NATIONAL OPERATIONS OFFICERS

a. National Quartermaster, with the advice and consent of the National Treasurer

Anyone that is interested in this position on the National Level, please mail or email your Resume' to the National Commander and National Treasurer. Addresses are listed below.

Gene S. Hentkowski, National Commander
PLAV, USA
162 S. Aurelius Road
Mason, MI 48854-9504
PLAVVET@aol.com

Frank Beier, National Treasurer
PLAV, USA
37 Washington St.
Ipswich, MA 01938-1838
frankjbeier@aol.com

The National Department is in need of a Member willing to step up and assume the responsibilities of the position of National Quartermaster for the P.L.A.V. Duties will include, but are not limited to:

1. Fill orders & Vouchers submitted from Posts and State Departments, as well as for the National Department in a timely manner.
2. Order supplies needed for filling of orders from the various approved Vendors (patches, pins, caps, colors, etc.)
3. Maintain a full and complete inventory of ALL supplies on hand.
4. Maintain accurate financial records.
5. Maintain a separate checking account for use in purchasing necessary Quartermaster supplies. The National Treasurer will issue a check to start up this account.
6. Submit a written report, along with a copy of current Inventory List to each N.E.C. Meeting and National Convention.

7. Have a small supply of P.L.A.V. “frequently requested” items on hand at each N.E.C. meeting, as well as for the National Convention. (Such items would include Plastic Cap Covers, Cap and Uniform patches, Award Pins, and other regalia items.)
8. Put together a catalogue of all P.L.A.V. Regalia items, with pricing, to post on the National Website, along with insuring the order forms and vouchers currently on the website have been updated with your contact information.
9. Have an adequate space, or even a separate room, available at your home to store all P.L.A.V. supplies.
10. Highly recommended individual be computer literate, particularly to set up a database or Excel sheet to maintain the Inventory, with an updated listing sent to the National Commander monthly.
11. Must be able to work with the National Treasurer to supply the necessary information needed for the Annual Report.

If you are interested in this position, or know someone in the P.L.A.V. that would be a good candidate, please have a resume’ submitted to the 2 contacts listed above for review.

Gene S. Hentkowski

Gene S. Hentkowski, National Commander
P.L.A.V, USA

/gsh

cc: Patricia Bubonics, National Adjutant