



**DEPARTMENT OF PENNSYLVANIA
MARINE CORPS LEAGUE**

P.O. BOX 6687, Harrisburg, Pennsylvania 17112-0687

Paymaster's Report – March 2024

To all Marines, Happy St Patrick's Day

There continue to be changes within and without the Department of Pennsylvania. The National Headquarters has been stricter on implementing some of the changes more than others.

We continue to have progress in the growth of some of our detachments and a decline in others. Please be mindful in submitting your transmittals that certain procedures must be followed. The instructions are found in the National By-Laws, Administrative Procedures and the Department By-Laws and Administrative Procedures.

A question has been raised as to how long a Detachment must retain it's records. The IRS will look back seven years, so the Detachment fiscal and supporting documents should be kept that long. Your applications should probably be retained in your Detachment archives as should your minutes.

Remember our Fiscal Year runs from July first until June thirtieth. As per instructions, your transmittals should be numbered from July first not January first. As to those detachments still on a calendar year, please file your 990s in a timely manner. To be compliant with our National By-Laws requires a Detachment to be on a fiscal year and a status as a 501(c) 4 corporation. If you need help, we will try to get it for you expeditiously.

Please send your Detachment leadership to the Training Course scheduled in April at the Cpl Brandon Hardy Detachment #286 in Chester County. There is much to learn about the Marine Corps League Department of Pennsylvania and how to lead your Detachment.

Respectfully submitted,

Stephen H Smalley