

# Sons of Union Veterans of the Civil War

## Council of Administration

### AGENDA

November 22, 2015, Gettysburg, Pennsylvania

1. Commander-in-Chief Eugene G. Mortorff called the meeting to order at 8:00 AM on November 22, 2015. Chaplain Kowalski led in the Pledge of Allegiance, followed by his giving the invocation.

2. National Secretary Alan Russ called the roll of officers.

#### Voting Members Present:

CinC Eugene G. Mortorff

SVCinC Donald L. Martin

JVCinC Mark R. Day

National Secretary Alan L. Russ

National Treasurer Richard D. Orr

National Quartermaster Danny L. Wheeler (phone)

CofA Member Edward J. Norris

CofA Member Donald W. Shaw

CofA Member Jonathan C. Davis

CofA Member Immediate PCinC Tad Campbell

#### Voting Members Absent:

CofA Member Walter E. Busch – excused

CofA Member Brian C. Pierson – excused

#### Non-Voting Members Present:

Executive Director David W. Demmy Sr.

Past Commander-in-Chief James B. Pahl

Past Commander-in-Chief Charles E. Kuhn, Jr.

Past Commander-in-Chief D. Brad Schall

Past Commander-in-Chief Perley E. Mellor

#### Guests of the Council of Administration:

Michael Paquette, Chief of Staff, Dept. of the Chesapeake

James Ward, Dept. of Florida

Fred Lynch, Dept. of Ohio

Chaplain Jerome Kowalski, Dept. of Illinois

Alyssa Rtroyan, Photographer

3. Commander-in-Chief Mortorff gave a few brief remarks to the Council.

4. Andrew Adam was present to thank the SUVCW, through the Council of Administration, for its support of his Eagle Scout project – the Unity Park Memorial in Gettysburg.

5. Open items from the National Encampment were reviewed, with action as noted, below:

- a. **Recommendation 4:** An Aide to the National Quartermaster for the ROTC program be appointed by the incoming Commander-in-Chief and all subsequent Commanders-in-Chief to be responsible for the ROTC program. *Incoming CinC is to appoint an aide and refer this change to the C&R Committee to make it permanent.* ACTION: CinC and C&R Committee. Status: Pending – CinC to make appointment.
- b. **Recommendation 5:** Effective 1 January 2017 all ROTC request must be submitted electronically. ACTION: P&P. Status: Motion by Brother Orr, seconded by Brother Norris, that the webmaster is to be instructed to take all steps necessary to make electronic submission of ROTC awards through website. Motion passed.
- c. **Recommendation 8:** The Aide to the National Quartermaster for the ROTC program be required to forward copies of all medal applications and postal receipts no less than monthly to the National Treasurer and provide an accurate inventory of all items in his possession as of the last business day of June of each year to the National Treasurer. ACTION: C&R Committee
- d. Motion that the ROTC medal be allowed to be presented by the primarily independent auxiliary.
- e. ACTION: P&P, for the committee to come back with a recommendation to the next National Encampment. Programs and Policy Committee recommends not allowing this. Brother Orr moved, seconded by Brother Martin, that the CofA concurs with the committee recommendation. Motion passed.

- f. National ROTC/JROTC Census. Recommendation that a national census of JROTC award recipients be taken. Incoming CinC is to assign person to take the inventory. ACTION: CinC
- g. **Recommendation 3: National Committee on Americanization and Education**. Recommendation that this committee should be reconstructed. If it is reconstructed, it was recommended the committee be composed of the national patriotic instructor, the national Eagle Scout coordinator, a national ROTC award officer, the national chaplain and the national quartermaster. These individuals have a vested interest in the success of the committee and should therefore become the committee. ACTION: P&P. To determine if this committee should continue to exist, and, if not, return back to the 2016 National Encampment with language to the C&R committee to remove the committee. STATUS: The P&P committee recommends eliminating committee. Brother Russ moved, seconded by Brother Orr, to concur with recommendation of committee. Motion passed.
- h. **Proposal 1: SUBSTITUTE MOTION to require action as directed by the last (2014) encampment:** The incoming CinC shall appoint a committee to work this out for implementation and bring back to the Council of Administration by Springfield CofA, with the CinC authorized to forward this to the C&R committee and/or P&P Committee. The sentence, "Dual members shall not be counted toward the required number of members required to establish a new camp." shall be deleted [*from the original motion*]. The special committee shall address the financial impact of the motion. ACTION: CinC. STATUS: CinC to appoint committee.
- i. **Department Permission to Sue**. This item came about because of a Cannon Tube in a Cemetery resulting in a Department entering in a lawsuit over the rightful owners of the tube. The question whether Departments may act individually in suing was given to the P&P for policy development. No action was taken. As this is a legal matter, I believe that before a policy question can be answered, this needs vetting by legal professionals. I recommend the CinC refer this to National Counselor to render a decision. If it is decided that Departments CAN, then it can come back to the P&P to development a policy. ACTION: Recommendations from P&P reflecting National Counselor Pahl's Opinion 1 2015 and Freshly G.O. 5 sent to the C&R Committee 5 Oct 2015. STATUS: C&R Committee
- j. **Recommendation 1: Flag Certificate Program**. The Dept of GA & SC has instituted a program to award Certificates of Commendation to recognize exemplary Patriotism in the display of the Flag of the United States of America. The certificates are printed on high quality paper (e.g., parchment) and are suitable for framing and display. Any Brother can nominate persons, companies or agencies that proudly, conspicuously and properly fly or display the US Flag. This program has met with success in the Dept. Therefore, it is proposed that this program be adopted throughout the SUVCW as a formal program in order to ensure standardization and broad implementation. The program is recommended to be placed under the responsibility of the Patriotic Instructor. ACTION: The P&P committee recommended that the Flag Certificate Program be adopted and the necessary changes be made to the C&R. Pending approval, recommend that Quarter Master be notified to secure the certificates. Sent to C&R Committee 24 Sep 2015. STATUS: C&R Committee. Brother Russ moved, seconded by Brother Norris, to concur with P&P committee. Motion passed.
- k. Send to the appropriate committee for review to expand JROTC type program to CAP, US Navy Sea Cadet Corps, and Young Marines. ACTION: P&P. The Programs & Policy Committee recommends disapproval. Brother Orr moved, seconded by Brother Russ, to concur with the P&P Committee recommendation. Motion passed.
- l. **NGS 2016 Conference** – Cost approved by National Encampment. Has registration been paid? Who is going, and who is accompanying the display? STATUS: At this time, there are no known attendees. No action will be taken until CinC Mortorff talks with PCinC Palmer.

## RECOMMENDATIONS FROM OFFICER REPORTS

6. **National Secretary:** The Council of Administration be prepared to act on merchandise licenses at the Thursday, August 11, 2016, Council of Administration. This will permit the current National Secretary to handle the process, as opposed to the yet unknown incoming National Secretary having to deal with the license renewals on August 13, 2016. STATUS: CinC approved.

## RECOMMENDATIONS FROM COMMITTEE REPORTS

7. **Program and Policy Committee:** Place a template for printing the membership cards of the Order online for use by camp secretaries. Use of the template will allow the cards to be filled out by computer and printed ten at a time with a

color printer on standard 3.5" by 2" business cards, such as Avery 5371, or similar. STATUS: Motion by Brother Martin, seconded by Brother Russ, to approve the recommendation. Motion failed.

8. Vision and Strategic Planning Special Committee: CinC Mortorff decided this report would not be addressed at the meeting for several reasons, including the absence of the committee chairman.

9. Committee on Hereditary Issues, James Ward: Recommendation to fund x2crm services on a trail basis at a cost of \$500 for starting. Brother Orr moved, seconded by Brother Shaw, that funds be authorized up to \$500 from special project fund, if continued. Motion passed.

## **RECOMMENDATIONS FROM DEPARTMENT REPORTS**

None.

## **NEW BUSINESS**

10. CinC advised that the Department of the Southwest will be chartered in the near future. It will consist of the States of Arizona and New Mexico. A general order will be coming, soon.

11. *Banner* update. CinC has agreed to accept *Banner* editor's recommendation to combine the Fall and Winter issues. The National Secretary will send out an email to the general orders distribution list about the combined issue. The cutoff date for the combined issue is December 15, 2015.

12. Review/Approval of Forms (Programs & Policies) SVCinC Martin

a. FORM 3: Draft passed around, which includes block for INITIAL and SUPPLEMENTAL and adds detailed lineage area. To P&P for submission to Electronic Boardroom.

b. FORM 35: Draft will be submitted online.

13. 2016 Department Encampment Representatives Chief of Staff Paquette

14. Registration of non-profit status in all necessary states Treasurer Orr

15. Brother Russ moved, Brother Campbell seconded, to terminate relationship with current attorney. Motion passed.

16. Brother Russ moved, Brother Day seconded, to establish relationship with Labyrinth to proceed with 501(c)(3) process.

17. Brother Russ moved, Brother Davis seconded, to authorize to engage auditor to finalize the 1023 application. Motion passed.

18. Auxiliary Badges – Information, only, Treasurer Orr. May receive request for assistance with procuring badges. Motion passed.

19. 2016 National Encampment information, forms, and costs update. Illinois committee meets December 5, 2015, and is to provide update to CinC shortly after that date.

## **GOOD OF THE ORDER**

20. Brother Orr stated the Financial reports available.

21. Brother Day reported he only received 35 online applications to date.

22. Brother Paquette stated his intention to run for CofA at the National Encampment.

23. Brother Orr inquired as to the script to be put on bench at Stephenson grave. This needs to be provided.

24. After closing comments by CinC Mortorff, Chaplain Kowalski gave the benediction. The meeting adjourned at 10:30 AM.

*Submitted in Fraternity, Charity, and Loyalty:*

Alan L. Russ, PDC  
National Secretary