

Sons of Union Veterans of the Civil War

Council of Administration

Meeting Minutes

August 17, 2014, Marietta, Georgia

1. The Council of Administration meeting was opened by Commander-in-Chief Tad D. Campbell at 8:01 AM. The attendees then recited the Pledge of Allegiance, followed by Brother Kowalski providing a moment of prayer. CinC Campbell gave general opening comments.
2. The National Secretary called the roll of officers and recorded the following members of the Council of Administration:

Voting Members Present:

CinC Tad Campbell	CofA Member Donald Shaw
SVCinC Eugene Mortorff	CofA Member Ed Norris
JVCinC Donald Martin	CofA Member Walter Busch
National Secretary Alan Russ	CofA Member Brian Pierson
National Treasurer Richard Orr	CofA Member PCinC Ken Freshley
CofA Member Steve Hammond	

Voting Members Absent:

National Quartermaster Danny Wheeler – Excused by CinC

Non-Voting Members Present:

PCinC and Banner Editor Stephen Michaels	PCinC James B. Pahl
Executive Director David Demmy Sr.	PCinC Donald D. Palmer, Jr.
PCinC Andrew M. Johnson	PCinC D. Brad Schall
PCinC Edward J. Kreiser	PCinC Perley E. Mellor
PCinC George L. Powell	

Guests of the Council of Administration:

Robert Petrovic, PDC, Charitable Foundation, Missouri	Kevin L. Martin, Chesapeake
Mark R. Day, PDC, Chesapeake	Robert Wolz, National Historian, Florida
Jerry Kowalski, Illinois	Loran Bures, WA CAL 1

COMMUNICATIONS: Secretary Russ read a fund raising letter from Cathedral of the Pines. Brother Orr noted the SUVCW already makes a yearly donation to the Cathedral of the Pines. No action taken.

NEW BUSINESS

1. Brother Russ reminded attendees of the National Conflict of Interest Policy Requirements. Forms were provided for those in attendance who needed to complete one. The remainder will be mailed to the officers not in attendance.
2. 2014-2015 Budget. Brother Orr moved, Brother Norris seconded, to approve the Capital budget. Motion carried.
3. 2014-2015 General Budget. Brother Orr moved, Brother Russ seconded, to approve the General Budget. Motion carried.
4. National Membership-at-Large and National website dues for 2015. Brother Orr moved, seconded by Brother Shaw, to continue both at \$40. Motion passed.

5. Life Membership reimbursements (pre-2001 programs) for 2015. Motion by Brother Orr, seconded by Brother Busch, to reimburse camps at \$4.00 for program one (Life Member numbers less than 500). Motion Passed.
6. 2014-2016 Merchandise License Renewals.
 - a. Brother Russ moved, Brother Orr seconded, the renewal applications for merchandise licenses shown on the consolidated listing of applications for renewal for camps and departments be renewed for the period from this date through August 14, 2016, with the complete listing of the approved licenses to be included in the official minutes of this meeting. Motion passed.

List of approved camp or department licenses:

License #	Camp/Department	Item
2014-001	Meade Camp 5, Dept of Chesapeake	Challenge Coin
2014-002	Irish Brigade Camp 4, Dept of Chesapeake	Challenge Coin
2014-003	Dept of Michigan	Badge Pocket Patch with Gold-Silver Trim
2014-004	Dept of Michigan	Coat-of-Arms Pocket Patch w/Gold-Silver Trim
2014-005	Dept of Michigan	Wreath Kepi/Hat Badge
2014-006	Dept of Michigan	125th Anniversary Commemorative Medal
2014-007	J.S. Durgin Camp 7, Dept of New Hampshire	Tee shirt w/"Sons of Union Veterans of the Civil War"
2014-008	Hartranft Camp 15, Dept of Pennsylvania	SUVCW License Plate
2014-009	Hartranft Camp 15, Dept of Pennsylvania	Brass Belt Buckle w/SUVCW logo & name
2014-010	Ezra Griffin Camp 8, Dept of Pennsylvania	"Support our Troops" magnetic ribbons with "SUVCW"
2014-011	Phil Sheridan Camp 4, Dept of Calif. & Pacific	Patch with SUVCW logo and name
2014-012	Dept of Wisconsin	Multi-purpose road/recruiting sign w/SUVCW logo
2014-013	Pritchard Camp 20, Dept of Michigan	Polo Shirt w/SUVCW logo and "Sons of Union Veterans of the Civil War"
2014-014	Pritchard Camp 20, Dept of Michigan	Sweatshirt w/SUVCW logo and "Sons of Union Veterans of the Civil War"
2014-015	Dept of Missouri	SUVCW logos on 2007 Encampment "Logan" medal
2014-016	Grant Camp 68, Dept of Missouri	SUVCW or GAR Address Labels
2014-017	Grant Camp 68, Dept of Missouri	SUVCW Name Badges
2014-018	Dept of Iowa	Embroidered SUVCW Cap
2014-019	Dept of Georgia & South Carolina	Sesquicentennial Commemorative Coin
2014-020	Sydney Camp 41, Dept of New York	Mesh and Solid Baseball Caps
2014-021	Sydney Camp 41, Dept of New York	SUVCW Flag to honor departed brothers
2014-022	Dept of Missouri	2007 Nat'l Encampment logo on polo shirts
2014-023	Dept of Missouri	2007 Nat'l Encampment logo on 2007 Encampment pins
2014-024	French Camp 17, Dept of New York	Challenge Coin

- b. Brother Russ moved, Brother Shaw seconded, the applications and renewal applications for merchandise licenses shown on the listing for the SUVCW Charitable Foundation be renewed for a period from this date through August 14, 2016, or until the date the National Organization, SUVCW, is granted IRS 501(c)(3) status, whichever is earlier, with the complete listing of the approved licenses to be included in the official minutes of this meeting, and, further, the Charitable Foundation shall be directed to display a listing of all approved licensed items on their website. Motion passed.

List of approved Charitable Foundation Licenses:

License #	Item
CF2014-001	Clocks
CF2014-002	Cold Drink Cups
CF2014-003	Coasters
CF2014-004	Six-pack Coolers & Collar Sleeves
CF2014-005	Watches
CF2014-006	Watch Fob
CF2014-007	Rings
CF2014-008	Neck Medallions, Charms, and Pendants
CF2014-009	Key Tags
CF2014-010	Pins
CF2014-011	Money Clips
CF2014-012	Pocket Knives
CF2014-013	Golf Umbrellas
CF2014-014	Lighters
CF2014-015	Office Accessories
CF2014-016	Get Well, Sympathy Cards, and Blank Note Cards
CF2014-017	Wallets and Check-Book Covers
CF2014-018	Christmas Ornaments and Cards
CF2014-019	Brief Cases
CF2014-020	Portfolio Bags
CF2014-021	PCinC Polo Shirts, Jackets, and Hats
CF2014-022	GAR Polo Shirt
CF2014-023	Trailer Hitch Cover
CF2014-024	SUVCW or GAR Denim Shirt (long and short sleeve)
CF2014-025	SUVCW Polo Shirt (Red, White, and Blue)
CF2014-026	SUVCW Fleece Vest/Insulated Vest
CF2014-027	SUVCW Engraved Canteen
CF2014-028	SUVCW Embroidered Patches (SUV w/wreath), small and large
CF2014-029	SUVCW Grave Marker
CF2014-030	Toy Soldier Sets
CF2014-031	PCinC Lapel Pins and Tie Tack
CF2014-032	SUVCW Satin Jacket

- c. Brother Russ moved, motion seconded, the descriptive listing of approved licenses for other than the SUVCW Charitable Foundation be posted on the National Website, a brief listing of the licensed items to be furnished to the Banner Editor for inclusion annually in an issue of the Banner, and requesting the Banner Editor to include the link to the merchandise page on the National website in each issue. Motion passed.

[ACTION: Brother Russ, National Webmaster, Banner Editor]

7. Items from the National Encampment.

- a. Council of Administration should decide the appropriate placement of the Form 61s and Form 62s on the national website so that this information is available to at least those officers needing access or to the public at large. [ACTION: C of A]

Brother Busch moved, seconded by Brother Freshley, that Forms 61 and 62 be put on website and restricted to SUVCW officers, only.

The motion was split. CinC Campbell will direct the webmaster to put the Forms 61 online.

[ACTION: Brother Busch and National Webmaster]

Form 62 – Brother Orr moved, seconded by Brother Busch, the Form 62 be made publically available with the internal deliberations of the CofA subcommittee on grants being redacted. Motion Passed

[ACTION: Brother Busch and National Webmaster]

- b. “Section 6: Applicants who are Brothers of the Order in ~~another~~ **one** Camp or a Member-at-Large, may become a dual Member of another Camp. The applicant **is not subject to the national per capita assessment for camps which he joins as a dual member. He pays national per capita assessment only for his primary or home camp. Dual members shall not be counted toward the required number of members required to establish a new camp.** ~~need not pay the application fee, however, is subject to the full per capita assessment in both Camps.”~~

The incoming CinC shall appoint a committee to work this out for implementation and bring back to the Council of Administration by the Springfield CofA meeting, with the CinC authorized to forward this to the Constitution and Regulations Committee and/or Programs and Policy Committee. The sentence, “Dual members shall not be counted toward the required number of members required to establish a new camp.” shall be deleted.

[ACTION: CinC]

- c. Additional actions with regard to Dual Members:

- i. The Programs and Policy Committee is to modify Form 30 and report it to Gettysburg for approval.

[ACTION: SVCinC]

- ii. The Constitution and Regulations Committee is empowered to insert language in the appropriate location to permit a home camp to be indicated and that the Form 30 must be filed to make that the home camp.

[ACTION: C&R Committee]

- d. The new CinC is to investigate the LGAR situation for why the LGAR will not be meeting with us. Council was advised the problem for 2015 involved a conflict with employment versus the later date for some of the LGAR officers.

[ACTION: CinC]

- e. Job Description for Department GAR Records Officer.

[ACTION: SVCinC/Programs and Policy Committee]

- f. Amended Job Description for National Historian.

[ACTION: SVCinC/Programs and Policy Committee]

- g. Amended Job Description for National Committee on History.

[ACTION: SVCinC/Programs and Policy Committee]

- h. Amended Job Description for Camp and Department Historian.

[ACTION: SVCinC/Programs and Policy Committee]

- i. Incoming CinC is to direct the Committee on Legislation to submit a letter to Congress in support of the introduced legislation concerning applications for VA headstones. Letter is being drafted by Brother Daniel Earl for CinC Campbell's signature.

[ACTION: CinC]

- j. That a Special National Committee be created and instructed to adequately explore the following items, as recommended by the Junior Vice Commander-in-Chief in his final report to the 2013 National Encampment and subsequently passed by the same National Encampment, to wit: 1) requirement of proof of lineage for all new members; 2) formal recognition of supplemental ancestors; and 3) a database of members' ancestors; and that such Special National Committee report back to the 2015 National Encampment with recommendations for implementation of these items and thence be duly discharged.

[ACTION: CinC]

- k. That the following items from this term, but not acted upon by the committee, be carried forward to the incoming Standing National Committee on Policy and Procedure, to wit: 1) Policy on granting Departments permission to sue; 2) review of criteria for Meritorious Service Award with Gold Star; 3) consolidation of current reimbursement forms and review of applicable policies; 4) establishment of tracking mechanism for Dishonorable Discharges and applicable policies; and 5) revision of Forms 27 and 35.

[ACTION: SVCinC/Program and Policy Committee]

- l. Job description for Battle Flag Preservation Committee is to be posted on website.

[ACTION: CinC to Webmaster]

- m. Form 62 recommendations and streamline Form 62.

[ACTION SVCinC/Program and Policy Committee]

- n. Incoming CinC is to appoint a special committee under the Graves Registration Officer's recommendation 4 with responsibilities indicated.

[ACTION: CinC]

- o. Upcoming resignation of Banner Editor. Brother Michaels put together some responsibilities of the position. He has been approached by one brother. Brother Orr moved, seconded by Brother Russ, that a subcommittee be appointed to identify candidates and printing offices. Motion Passed

[CinC to APPOINT]

- p. Brother Pierson: Vision Committee was previously moved from standing to permanent committee. CinC Campbell will direct the C&R Committee to implement the necessary changes.

[ACTION: CinC/C&R Committee]

- q. Brother Pierson addressed the issue of the former committee on juniors. CinC indicated he will appoint a new committee with Brother Pierson to chair it.

[ACTION: CinC]

GOOD OF THE ORDER

1. Brother Busch extended an invitation to all to attend the Central Region Conference in Ohio in October.
2. Brother Pahl stated that the accountant contract needs to be redone and resubmitted.
3. Brother Pahl advised that we may need to renegotiate the photographer contract.
4. Brother Petrovic stated that he was asked to run for JVCinC next year, and he will do so.
5. Brother Bures, CAL/Dept Organizer, advised that we need to look at the age of majority in American Territories, and also embassies, military bases, etc., in the America's. He plans to submit a plan to the CinC for the Department of Florida to handle U.S. territories in the Gulf of Mexico and Atlantic; the Department of California & Pacific to handle U.S. territories in the Pacific; North Dakota to be added to the Department of Nebraska; Arizona to establish a new department, with the possibly of moving New Mexico into it. The Pacific Northwest (Oregon/Washington/Alaska) is planning to enter into a formal agreement to establish a third camp in order to establish a Department of the Northwest.
 - a. Brother Mellor reminded the CofA of the upcoming MOLLUS Congress being held in Massachusetts.
 - b. Brother Freshley thanked all for the support he had received during the last twelve months.
 - c. Brother Russ stated that he will be requesting a new form be developed for license applications and renewals for camps and department.

CLOSE OF BUSINESS

1. Commander-in-Chief Campbell provided his closing comments to the Council. Brother Kowalski gave the benediction.
2. The meeting adjourned at 10:00 AM.

Submitted in Fraternity, Charity, and Loyalty,

Alan L. Russ, PDC
National Secretary

Minutes approved by vote of the Council of Administration as of September 5, 2014.