

**Sons of Union Veterans of the Civil War  
Council of Administration  
MINUTES**

August 8, 2019, Independence, Ohio

Commander-in-Chief Donald W. Shaw called the meeting to order at 8:30 pm on August 8, 2019 and those in attendance recited the Pledge of Allegiance. This was followed by the invocation given by National Chaplain Jerry Kowalski.

The National Secretary called the roll of officers and recorded the following members of the Council of Administration:

**Voting Members Present:**

CinC Donald W. Shaw	CofA Member Immed. PCinC Mark R. Day
SVCinC Edward J. Norris	CofA Member Bruce D. Frail
JVCinC Brian C. Pierson	CofA Member Michael A. Paquette
National Secretary Jonathan C. Davis	CofA Kevin P. Tucker
Acting National Treasurer James Pahl	CofA Member Peter J, Hritsko, Jr.
National Quartermaster PCinC Danny L. Wheeler	CofA Member Paul Davis

**Non-Voting Members Present:**

PCinC Robert E. Grim	PCinC Perley Meller
PCinC Donald Darby	PCinC Leo Kennedy
PCinC Edward J. Krieser	PCinC Donald Martin
PCinC Tad Campbell	
Executive Director David Demmy, Sr.	
Jamie McGuire, Nat. Signal Officer	

**Non-Voting Members Excused:**

PCinC Richard D. Orr  
PCinC David V. Medert  
PCinC D. Brad Schall  
PCinC Eugene G. Mortorff

**Guests of the Council of Administration (taken from sign-in sheet):**

National Chaplain Jerry W. Kowalski	Nat. Eagle Scout Officer Jim Lyon
National Webmaster Harry W. Reinke, IV	Nat. Spec. Committee on Hereditary James Ward
Natioanl Assist. Treasurer Michael Downs	David Demmy, Jr., Pennsylvania Department
National Chief of Staff Terry McKinch	Credentials Committee Chair Joseph Hall
William Loche, Dept. of New Jersey	Robert Brewer, Dept. of New Jersey
Natioanl Fraternal Relations Kevin Martin	Nat. Site Committee Member Frank Avila
Scott A. Reese, Dept. of Rhode Island	

## **OPEN ITEMS FROM PRE 2017 Lansing, Michigan National Encampment CofA Meeting**

*National Treasurer: David McReynolds*

**1. Recommendation:** Adopt a written information systems & financial records disaster contingency plan. The Web Master reports that his thoughts on the pending "information systems and financial records disaster contingency plan" is that he is not qualified to address this topic, nor is anyone on the committee. This is where consultants should be consulted... Therefore it is my position that we confer with a consultant who has experience in the financial records data backup field. An online secure storage company like Carbonite or NovaStor would be a good place to start.

**[Pending per final Technology Committee recommendations to refer to Executive Director.]**

**[ADDITIONAL ACTION: Refer to Programs & Polices on final report by Gettysburg CofA Committee or Electronic Boardroom]**

### ***2. Commander-in-Chief Day***

The P&P is tasked to make necessary corrections to the form 50, remove inconsistencies and create a proper sequence of events. Any proposed changes to the C&R deemed necessary should be filled within the appropriate channels.

**[Proposed change to the C&R Chapter 1, Article 1, Section 1 developed and submitted to the C&R Committee, to be submitted to the C&R Committee by end of 2018.]**

**[ACTION: Preliminary report by Gettysburg, 2019]**

### ***3. National Treasurer Additional Reporting***

501c3 status for the National Organization approved February 8, 2017. Registrations complete for charitable solicitation except for D.C. Treasurer's Handbook to follow with directions on a variety of financial and tax issues for Camps and Departments. Examining impact of change in tax exempt status for National on Departments and Camps.

**[ACTION: See National Treasurer's report – General Order No. 18 issued, once all items are completed per Form 11, will re-apply to IRS for Group Exemption] Complete, Form 11 to be submitted to Program & Policies Committee] ACTION: Camps already 501c3, camps should state incorporated under the laws of their state and include in their By-Laws. Form 11 to be modified, refer to P&P Committee with Form 11 after G.O. 18 dates. Language to C&R for 501c3 status of camps and departments, will look into whether camps and departments can be grandfathered in as subordinates.]**

**[ACTION: That the Treasurer be approved to file new application to change the group exemption for all departments and camps to change from 501c4 to 501c3. This was so moved by JVCinC Brian Pierson, seconded by PCinC and National Quartermaster Danny Wheeler.]**

**[ADDITION ACTION: Refer to next National Treasurer]**

## **NEW BUSINESS POST 2017 LANSING, MICHIGAN ENCAMPMENT**

**National Committee on GAR Records and the National GAR Records Officer Dean Enderlin, PCC:**

**4. Recommendation 1.** That the SUVCW Form 49 (Certification of Election and Installation of Department Officers) be updated to include the required office of Department GAR Records Officer.

Note: A draft version of the modified fill-in Adobe Acrobat PDF form has been provided to the Commander-in-Chief and the Chair of the National Committee on Program & Policy for their review. **[Programs & Policies Committee, ADDITIONAL ACTION: Approved to be updated]**

## **ITEMS FROM 2018 NATIONAL ENCAMPMENT REPORTS**

### **PCinC Mark Day's Recommendations:**

**5. Recommendation #2:** That the Fraternal Relations Committee be allocated a small budget (\$500) that can be used to support its efforts and that the Fraternal Relations Committee job description be modified to show that, **[Budget line item of \$500 approved. Job description be sent to C&R Committee though P&P Committee, Passed] [P&P will be supplied suggested language for starting point]**

**[ACTION: Pending this encampment or 2020]**

**6. Recommendation #4:** That a Committee be established tasked with identifying all the financial aspects requirements, facilities requirements and staffing requirements that are necessary to Establish a standalone Sons of Union Veterans of the Civil War National headquarters by the year 2022, and which would bring both our administrative and quartermaster functions under one roof. This committee should be tasked with providing a plan to accomplish the establishment of a permanent national headquarters by the National in 2020. I believe this is a necessary step if we are to grow and prosper and be recognized as a legitimate and professional heritage organization in the 21<sup>st</sup> Century. **[CinC to appoint CinC Committee, chaired by Brother Kevin Tucker, PCinC Mark Day, David Demmy, Sr., Michael Paquette, and David McReynolds.]**

**[ADDITIONAL ACTION: Committee to be re-appointed]**

**7. Recommendation #6:** That the National Special Committee on Website redesign be continued through the year 2021.

**[CinC to appoint Committee, ACTION: Motion by Council of Administration Member and PCinC Mark Day to approve the authorized up to \$500 additional above the \$5000 for the purpose of Phase I of the project, seconded by Council of Administration Member Michael Paquette. Passed, 1 abstained]**

**8. Recommendation #7:** That the CinC Appointed Committee on the Allied Orders and National Encampments be continued so that it can continue to work with the Allied Orders on Joint Encampment Agreements.

**[CinC to appoint CinC Committee consisting of members if they will accept of Day, Darby, Michael Paquette, and Kevin Tucker] [ADDITIONAL ACTION: continued to 2019 post Encampment CofA meeting]**

## **ITEMS FROM 2019 SPRINGFIELD CofA REPORTS**

### **9. 2.3 Junior Vice Commander-in-Chief; Brian Pierson, PDC**

**RECOMMENDATION:** Retire the Form 60 as soon as practical in favor of the Form 3, either as is or updated.

**[ACTION: JVCinC Brian Pierson to prepare updated Form 3 and ask P&P Committee for comment and vote by Electronic means or bring back to CofA]**

### **10. 4.3 National Comm. on Civil War Memorial Grant Fund, Michael A. Paquette, PDC**

#### **RECOMMENDATIONS:**

1) Establish a special National-level Special Committee responsible for providing training for elected and appointed officers at Department and Camp levels. The committee should have 5 members. Committee members should have professional experience in training or education. This committee should have a lifespan of at least three years.

2) The Training Committee will begin developing "how to" training materials for use by Departments and Camps. [Currently the C&R defines the responsibilities of these positions – the "what" the job requires, not "how to do it".] Elected positions should have priority (Commander, Secretary, Treasurer, Senior Vice Commander and Junior Vice Commander). [Note: a handbook for Treasurers has been developed by the National Treasurer. The committee may choose this approach or determine other means to provide training.] Materials should be made available online to our membership.

3) Make the Training Committee a permanent National-level Committee responsible for the oversight of training officers at the Department and Camp level. (PP&P Committee to develop roles and responsibilities of the Training Committee and bring to a future National Encampment for a vote to approve the permanent committee. This could take 2 – 3 years to accomplish.)

**[ACTION: Run the recommendations through the Memorial University-COMPLETED]**

#### **11. 4.11 National Committee on Graves Registration, Bruce D. Frail, PDC**

##### **RECOMMENDATIONS:**

1) We should offer admin accounts to some Sisters of the Allied Orders. We have many Sisters in the Allied Orders who have requested the ability to assist us in our task. While I have had my hands tied in being able to give out full administration accounts to these Sisters, I have giving two Sisters limited monitored admin accounts, these have proven very positive and I believe should be expanded to include a Graves Registration Liaison Officer from each of the Allied Orders. These GRLOs would answer to the National Graves Registration Officer and could serve as aides or full members on the National Committee on Graves Registration. These positions would be as all other Admin Accounts, a privilege and not a right.

**[ACTION: Motion by Brother Mark Day that the National Graves Registration Officer be authorized to appoint grave registration Liaison officers from the Allied Orders to assist with the Graves Registration Database at his digression, seconded. Passed]**

2) We should openly accept limited Confederate Veteran Grave locations. We currently have over 12,000 Confederate Grave locations within the database. What I mean as limited is as follows; “Any Confederate Officer or Enlisted veteran who served in an honorable manner and never committed treason against the United States of America or its Constitution.” Any person who had, at any point in his life, sworn an oath of allegiance to the United States of America or its Constitution, whether in political life, military life, judicial life or in government employ of any kind and then fought against that of which was sworn to uphold, would be guilty of treason and therefore would not be allowed in our database.

**[ACTION: Motion by Brother James Pahl that the Graves Registration Database be limited to graves of Union Civil War Soldiers, Sailors and Marines and any Confederate discovered be turned over to the Sons of Confederate Veterans, seconded. Passed]**

3) We should openly market ourselves and our database to genealogical groups and societies. This was begun last year with our work with the National Archives and Records Administration and should be expanded on in the coming years. These are the people we need to bring into our organization and they are our future. In the past year we have gained over 20 new members in the SUVCW in this manner and 5 that I know of in then ASUVCW. This was done with asking the simple question “Are you a member of the SUVCW or the Allied Orders of the GAR?” with the follow up of “Would you be interested in learning more about us or them?” It is really that simple, people do not know about us and when they find out, they wish to join.

**[ACTION: Moved and work by National Committee on Promotion and Marketing]**

4) We should add advertisement banners to some of our database pages, i.e. search page and results page. These banners would be controlled by the SUVCW and the profit from them would go to the upkeep of the database (up to the yearly amount that has been budgeted) any additional funds could go into the General or Permanent Funds. The upgraded database and our new server location give us the ability to add banners, collect and track revenues. We should take advantage of this.

**[ACTION: Motion by Brother Day that we allow the Technology and Graves Registration Committees to work on developing the program or plan on how this would be implemented by 2019 Gettysburg, seconded. Passed]**

5) We should create and market a line of lineage items that can be personalized and sold thru a database web store to people who learn of their relatives or are helping with our project. Some ideas are certificates that identify American Civil War Service, t-shirts or polo shirts that submitters or admin users can purchase that would identify them as working and/or supporting our project. These items would be dual purpose; they would generate revenue and promote our database, which in turn promotes the SUVCW. The revenue would pay for the expenses generated in this product line, go towards the budget for upkeep of the database and lastly any additional could go into the General or Permanent Funds. This line would not interfere at all with the Quartermaster store or the Charitable Foundation as it is targeting a different group of buyers. As this three year plan is a base to my ideas for the future, we should discuss these before I submit a complete five or ten year plan.

**[ACTION: Same as item #4]**

## **12. 5.8 National Special Committee on Strategic Development, David McReynolds, PCC**

### **RECOMMENDATIONS:**

1) The committee recommends to the CoA that it provide authorization for the Strategic Development Committee to move forward to write a suitable case statement to support the initial phases of fundraising for the SUVCW. The case statement might be incorporated into the online fundraising page recommended below. The case statement will be reviewed and approved by the entire CoA prior to implementation.

2) The committee recommends to the CoA that it provide authorization for the Treasurer to contract with a company that will allow the SUVCW to collect online donations by check, credit card or PayPal. This might be PayPal since we already contract with them for the Quartermaster Store. Further, the Webmaster would be authorized to work with the Treasurer in setting up the online giving page. The Treasurer will provide the proper budgetary location for any expenditures related to this effort. The contract along with a summary of any financial impact on the organization will be brought back to the entire CoA prior to execution.

3) The committee recommends that the CoA authorize it to produce a presentation to be made at the Annual Encampment that would include a challenge to get 1,000 Brothers to commit to give just \$15 per month for three years. A small individual gift (\$540 total) can become increasingly significant when multiplied by 1,000. The total would yield \$540,000. It seems feasible that 1,000 members would commit to giving \$15 per month. And perhaps some would commit to give even more. The presentation would be reviewed by the entire CoA prior to it being made at the Encampment.

**[ACTION: Motion by JVCinC Brian Pierson that the committee to authorize to moved forward with their recommendations, second by PCinC Danny Wheeler. Passed]**

**[CONTINUED ACTION-Deferred to Gettysburg, 2019]**

### **NEW BUSINESS**

A. Motion by Brother Norris that the CofA appointed Eric Richhart as the National Expansion Officer for 2019-2020, seconded. Passed

B. Past Department Commander of New Jersey Ronald Bower. **[ACTION: Brother Mark Day moved that we submit this to the Fraternal Relations Committee for them to take action to answer and to take whatever steps to build a broader connection with the American Legion, second. Passed]**

C. Meritorious Service award with Gold Star to Gene Mortorff. Unanimous vote by the CofA. General Order required.

D. Meritorious Service award with Gold Star to Dean Lamphere. General Order required.

**GOOD OF THE ORDER**

Benediction: National Chaplain

Adjournment:

Submitted in Fraternity, Charity, and Loyalty,  
Jonathan C. Davis, PDC  
National Secretary