

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

August 11, 2019, Independence, Ohio

Commander-in-Chief Edward J, Norris called the meeting to order at 8:00 pm on August 11, 2019 and those in attendance recited the Pledge of Allegiance. This was followed by the invocation given by National Chaplain Rev. Peter Preble.

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

**Voting Members Present:**

CinC Edward J. Norris	CofA Member Immed. PCinC Donald W. Shaw
SVCinC Brian C. Pierson	CofA Member Bruce D. Frail
JVCinC Michael A. Paquette	CofA Member Harry W. Reinke, IV
National Secretary Jonathan C. Davis	CofA Peter J, Hritsko, Jr.
National Treasurer Michael Beard	CofA Member Kevin L. Martin
National Quartermaster Jim Lyon	

**Voting Members Excused:**

CofA Member Kevin P. Tucker  
National Counselor Donald Darby

**Non-Voting Members Present:**

PCinC James B. Pahl, Banner Editor	PCinC Perley Mellor
PCinC Tad Campbell	PCinC Stephen Michaels
PCinC Danny Wheeler	PCinC Mark R. Day
PCinC Andrew Johnson	
Executive Director David Demmy, Sr.	

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

National Chaplain Rev. Peter Preble

**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]**

## **RECOMMENDATIONS FROM INDEPENDENCE, OHIO OFFICER AND DEPT REPORTS**

### ***Commander-in-Chief Shaw***

#### **Recommendations:**

1. Special Committee on Monument Protection **[ACTION: Incoming CinC to appoint, Wolz, Pierson, Michael Paquette, Don Shaw]**

2. Enhance use of the Promotion and Marketing Committee **[ACTION: Approved by Encampment]**

3. Special Committee on Aid to Veterans **[ACTION: Incoming CinC to appoint for two years ending 2021, Dexter Bishop, Bruce Frail, 3 Additional on Committee]**

### ***Jr. Vice Commander-in-Chief Pierson***

#### **4. Recommendations:**

5.2. Consideration towards the development of policy with respect to actions to be taken should an objection be raised to the installation of a duly election officer. **[ACTION: Programs and Policies Committee]**

### ***Executive Director Demmy***

**5. Recommendation # 1:** Require all Departments and all Camps to have an appointed Assistant Secretary & Assistant Treasurer (or Assistant Secretary-Treasurer). The purpose would be to have an Assistant already in place, with bank account & records access, to provide backup to all administrative and financial functions of the Department/Camp in the event that the elected officer(s) was unable to perform their duties due to illness, disability, death, divorce, relocation, natural disaster, resignation or any other reason!

Having an appointed Assistant Secretary-Treasurer would be part of a "Professional Continuity Plan" for the Department and Camps that could minimize future business interruption between the Camps, Departments and National Headquarters; and avoid any potential suspension due to lack of filing reports and remittances in a timely manner! **[ACTION: C&R Standing Committee]**

**6. Recommendation #2:** It appears under Regulations, Chapter II, Departments, Article I, Formation, Section 3 that when footnote 26 may have been established, that section 3 (a) and (b) were dissolved! Therefore, language in section 11 and 12 below require correction as they reference data no longer in section 3 (a) and (b)!

**7.** Likewise, section 11 states “consolidated report”; I believe this consolidated report to be known as “Department Annual Report Form 35” and therefore ‘*consolidated*’ should be changed to reflect the proper name of the annual report due to headquarters on or before May 31 of each year. **[ACTION: C&R Standing Committee]**

***National Eagle Scout Certificate Coordinator, James Lyon***

**8.** A type of report needed on number of certificates given from camps to departments, then to National. **[ACTION: Quartermaster to track]**

***National Patriotic Instructor***

**Recommendations**

**9. 3.** The Medal of Honor was the only national award available in the Civil War period to recognize the patriotism and bravery of individuals who performed above and beyond the call of duty. I propose that the SUVCW make a strong official statement of support for the resuming the awarding of a Medal of Honor for gallantry during the War of the Rebellion. In 2018, I submitted a recommendation for that medal in conjunction with the effort of the Milton (VT) Historical Society who are restoring the farmhouse of General Stannard,. Stannard was commander of the Second Vermont Brigade that played such a significant role in repulsing Longstreet’s assault at Gettysburg. Stannard took the initiative of a daring attack on the Confederate flank that had devastating effect at close range. Despite the agreement of the chief of the army awards bureau that Stannard clearly deserved such a medal, the current policy is that no more recommendations for the Civil War period be accepted. I believe that this is a policy that should be reversed so that deserving persons can be recognized and that support from our order might make the change possible. (I can provide copious details on the year-long process of preparing and submitting the recommendation through Senator Patrick Leahy’s office.) **[ACTION: Incoming CinC to pen letter to restore this award for action he deems appropriate]**

**10. 4.** Finally, I feel strongly that the SUVCW has a clear patriotic responsibility to address the current situation in our republic where the divisions along political lines threaten the Union as much as in 1860. Our charter requires us to support and defend the institutions for which our forefathers fought and so many died. This is NOT a partisan issue, but a patriotic one, and we are remiss if we fail to address it. Our counterpart organization, the Sons of Confederate Veterans, does not retreat from expressing its views, as we heard from its commander at our last encampment. While the Russians did not create the lingering fault line between North and South, or Union and Confederacy, it was the focal point for their greatest effort in 2016 to inflame and exploit divisions in our nation through social media. We must recognize this reality and take a strong stance calling for a “civil way, not a civil war.”

***Committee on Battlefield Preservation Relations***

**Recommendations**

**11.** My recommendation would be to end this committee and look into giving the above tasks to the Marketing and Promotions Committee. **[ACTION: Motion by Sr. Vice Commander in Chief Brian Pierson that committee be ended and task moved to Marketing and Promotions, seconded. Passed]**

## NEW BUSINESS

- A. Commander-in-Chief Edward Norris presented certificate to Past Commander-in-Chief Donald Shaw for service during the year.
- B. Conflict of Interest Policy Requirements. National Secretary J. Davis stated he will again email these out to the National officers hopefully within the next two weeks.
- C. National Treasurer Beard stated budget was submitted during National Encampment was good except a few additional expenditures approved during the encampment. **[ACTION: Motion by Sr. Vice Commander in Chief Brian Pierson that the budget submitted to the National Encampment with the additional expenditures be approved, seconded by Brother Bruce Frail. Motion Passed].**
- D. National Membership-at-Large dues for 2020 **[ACTION: Motion by Jr. Vice Commander in Chief Maichael Paquette that no change in dues, seconded by Sr. Vice Commander in Chief Brian Pierson. Motion passed].**
- E. Life Membership reimbursements (pre-2001 Life memberships). **[ACTION: Motion by CofA Member Bruce Frail that reimbursement remain the same for 2020, seconded by CofA Member Peter Hritsko, Jr. Motion passed].**
- F. Discussion on the Electronic Boardroom. It was decided to continue to use current system.
- G. PCinC Danny Wheeler stated the last PCinC Badge he had was given to PCinC Shaw, we brought several years ago due to the cost of gold and wondered if we needed to order one a year or several. **[ACTION: Motion by Sr, Vice Commander in Chief Brian Pierson to authorize the National Quartermaster to order a 5 yr. supply, seconded by CofA Member Bruce Frail. Motion passed].**
- H. Contract for the Banner editor will be expiring and needs extended. **[ACTION: Motion by CofA Member Peter Hritsko, Jr to appoint PCinC James Pahl as the Banner editor for 3 years, seconded by Sr. Vice Commander in Chief Brian Pierson. Motion passed].**
- I. Photographer Contract needs to be approved by the CofA, PCinC Freshley submitted numbers to Commander in Chief Norris for 2019-2020 with slight increases in cost. **[ACTION: Motion by Sr. Vice Commander in Chief Brian Pierson to approve contract, seconded by CofA Member Bruce Frail. Motion passed].**
- J. National Secretary will prepare and send draft minutes of meetings for members of the CofA to review.
- K. Military affairs appointment **[ACTION: To be addressed by General Order]**
- L. Memorial Grant Fund Committee **[ACTION: To be addressed by General Order]**
- M. Schedule of Forms **[ACTION: To be reviewed for coming year]**
- N. Standard sheets for Program book to Host Department **[ACTION: Review, edit and supply to Department of Georgia and South Carolina]**

## GOOD OF THE ORDER

- 1. Brother Paul Davis of the Department of Michigan appointed as National Press Secretary, but all items will be sent though the Commander-in-Chief.
- 2. The ASUVCW plans to start presenting a A.P. Davis Award, P&P will review.

Benediction: National Chaplain

Adjournment:

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