

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

October 25, 2020, Teleconference

Commander-in-Chief Brian C. Pierson called the meeting to order at 6:00 pm on October 25, 2020 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 Brian C. Pierson

SVCinC Michael A. Paquette

JVCinC Bruce D. Frail

National Secretary Jonathan C. Davis

National Treasurer Michael Beard

National Quartermaster Jim Lyon

CofA Member Immed. PCinC Edward J. Norris

CofA Member Henry C Duquette

CofA Member Harry W. Reinke, IV

CofA Peter J, Hritsko, Jr.

CofA Member Kevin L. Martin

CofA Member Kevin P. Tucker

Voting Members Excused:

Non-Voting Members Present:

National Counselor PCinC Donald Darby

PCinC James B. Pahl, Banner Editor

PCinC Donald D. Palmer

PCinC Edward J. Krieser

PCinC Andrew Johnson

PCinC Donald Martin

PCinC Stephen Michaels

PCinC Mark R. Day

Guests of the Council of Administration:

National Chaplain Rev. Peter Preble

Executive Director David Demmy, Sr.

National Signals Officer Tim McCoy

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

1. 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.] [ACTION: Continued]

ITEMS FROM 2018 NATIONAL ENCAMPMENT REPORTS

PCinC Mark Day's Recommendations:

2. 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: 2021 Encampment]

3. 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 21st Century. [CinC to appoint CinC Committee, chaired by Brother Kevin Tucker, PCinC Mark Day, David Demmy, Sr., Michael Paquette, and David McReynolds and Bruce Frail.]

[ACTION: Discussion on duties, CinC to appoint committee]

4. 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 and Faron] [ACTION: Committee till 2024]

ITEMS FROM 2019 SPRINGFIELD CofA REPORTS

5. 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]

[ACTION: Form 3 Revised, Needs Posted]

6. 4.11 National Committee on Graves Registration, Bruce D. Frail, PDC

RECOMMENDATIONS:

1) 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] [ACTION: C&R Committee, Review]

2) 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] [ACTION: Pending]

3) 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: C&R Committee, Pending]

7. 5.8 National Special Committee on Strategic Development, David McReynolds, PCC

RECOMMENDATIONS:

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: Review Forms sent by National Treasurer for outside Fund Raising, Action items to be continued but Committee not to be re-appointed]

RECOMMENDATIONS FROM INDEPENDENCE, OHIO OFFICER AND DEPT REPORTS

8. Commander-in-Chief Shaw

Recommendations:

1. Special Committee on Monument Protection **[ACTION: To be appointed by CinC]**

2019 GETTYSBURG OFFICER RECOMMENDATIONS

9. Brother Preble - Section 3.6

I would like to make the following recommendation for two awards to be included in the Awards and Recognition Policy:

The Chaplain William Corby National Chaplain Award - This award may be presented by the National Commander, upon recommendation of the National Chaplain, to any Department or Camp Chaplain for outstanding ministry leadership in the Department or Camp. Recommendations for this award are to be made to the National Chaplain no later than 45 days prior to the National Encampment. **[ACTION: P&P Committee, Completed]**

The Jerome W. Kowalski Chaplain Award - The Jerome W. Kowalski Chaplain Award may be awarded by a Department Commander, on the recommendation of the Department Chaplain, to a camp chaplain for outstanding ministry leadership in his camp. Recommendations are to be made no later than 45 days prior to the Department Encampment. **[ACTION: P&P Committee, Completed]**

2020 ZOOM CONFERENCE OFFICER RECOMMENDATIONS

Recommendations Commander in Chief

1. Each time Camp bylaws are modified
 - a. Camp bylaws must be signed by the Camp Commander and Camp Secretary.
 - b. Camp bylaws must be approved and signed by the Department Commander.
 - c. The Camp will send their signed bylaws to the Department Secretary.

[ACTION: The Committee Concurs and recommend this be sent to Programs and Policies]

2. Each time Department bylaws are modified:
 - a. Department bylaws must be signed by the Department Commander and Department Secretary.
 - b. Department bylaws must be approved and signed by the Commander-in-Chief.
 - c. The Department will send their signed bylaws to the Executive Director.

[ACTION: The Committee Concurs and recommend this be sent to Programs and Policies]

3. The National Encampment Credentials Committee should be made a standing committee and a job description be developed.

[ACTION: The Committee Concurs and recommend this be sent to Programs and Policies]

Recommendations from Junior Vice Commander in Chief

I have been in contact with a number of Brothers in reference to a suggestion made by PCinC James Pahl during the CofA meeting in Gettysburg, a case can be made, per our Constitution and Regulations, that the JVCinC has authority to issue membership cards to applicants seeking membership via the online membership application process.

The JVCinC should be able to process the application himself and issue a membership card as well as a transfer card to the applicant once the application is satisfactorily completed. The completed paperwork would then be sent directly to the Executive Director. The JVCinC would still contact the various Department JVCs to enable a transfer of the new member. The new member would then apply for membership in a specific Department and Camp via the existing membership transfer process.

In an effort to:

- reduce the loss of potential new online members due to the time it takes to execute the current online membership process.
- expedite getting a copy of the Banner into the hands of new online members (which they have paid for);
- simplify the online membership process by reducing the number of Brothers involved.
- reduce the cost of multiple mailings of the same application materials from the JVCinC, to the Department JVC, to the Camp Secretary and Treasurer, and then to the Executive Director.

I recommend the National Program and Policy Committee review existing policies related to the online membership process and update those policies (and National Officer job descriptions, if needed) to address this issue. As required, any changes to the Constitution and Regulations of the Order would be vetted through the National Constitution and Regulations Committee and approved by a future National Encampment.

[ACTION: Programs & Policies Committee]

Recommendations of National Signals Officer

It is my sincere hope that the incoming Commander-in-Chief will take this ad-hoc group to the next level and officially establish a Special National Committee on Social Media Management (Signals Corps).

[ACTION: The Committee Concurs and recommend that this go to the incoming Commander-in-Chief, CinC to appointed Committee]

Recommendations of National Executive Director

1. Change C&R to invoke strong disciplinary action against Department Officers, namely the Commander, SVC, JVC, the Department Secretary and Department Treasurer alike, who neglect or refuse to file form 35 and form 49 on time! Currently the department and each brother within the department is suspended, without benefit of their Banner, but no forceful action is invoked against the elected officers for neglect or failure to file. Why should a whole department suffer for the failure of 4-5 officers that do not carry out a once a year responsibility. **[ACTION: The Committee Concurs and recommend this be sent to Programs and Policy Committee]**

2. Consideration should be established for a backup person to carry on duties at National Headquarters in the event the National Executive Director were to become unable to perform duties and responsibilities **[ACTION: The Committee Concurs and recommend this be sent to Programs and Policy Committee]**

Recommendations of National Eagle Scout Coordinator

The "Eagle Scout Commendation Application" available on the SUVCW website needs to be updated to include Boy Scout Unit identification and additional information regarding how to download, enter, and save data on the form. I do not have the software needed to revise and publish a fillable PDF and have requested guidance regarding how to initiate the needed changes.

[ACTION: The Committee Concurs and recommend this be sent to Programs and Policy Committee]

NEW BUSINESS

Conflict of Interest Policy Requirements. National Secretary J. Davis stated he will again email these out to the National officers.

Charitable Foundation Merchandise Licenses Reviewed

[ACTION: Motion to approved by Jr. Vice CinC Bruce Frail, seconded by PCinC Edward, Norris with sweatshirts limited to number in stock. Passed]

Department and Camp Licenses Reviewed **[ACTION: Passed]**

National Membership-at-Large dues for 2021 **[ACTION: Motion that no change in dues, seconded. Motion passed].**

Life Membership reimbursements (pre-2001 Life memberships). **[ACTION: Motion that reimbursement remain the same for 2021, seconded. Motion passed].**

Discussion on the Electronic Boardroom. **[ACTION: It was decided to continue to use current system]**

National Photographer Contract **[ACTION: PCinC James Pahl to review the contract]**

Executive Director Contract Reviewed. **[ACTION: Motion to approve and seconded. Passed, CinC to sign]**

Encampment Ribbons: **[ACTION: Motion made that 300 ribbons to be ordered, seconded. Passed]**

Benediction: National Chaplain

Adjournment:

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