

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

April 17, 2021, Springfield, IL

Commander-in-Chief Brian C. Pierson called the meeting to order at 7:15 pm on April 17, 2021 and those present or online recited the Pledge of Allegiance. This was followed by the invocation given by Rev. Jerry Kowalski.

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	CofA Member Kevin P. Tucker (Zoom)
SVCinC Michael A. Paquette	CofA Member Harry W. Reinke, IV
JVCinC Bruce D. Frail (Zoom)	CofA Peter J, Hritsko, Jr.
National Quartermaster Jim Lyon	CofA Member Kevin L. Martin (Zoom)
National Secretary Jonathan C. Davis	
CofA Member Immed. PCinC Edward J. Norris (Zoom)	

**Voting Members Excused:**

National Treasurer Michael Beard  
CofA Member Henry C Duquette

**Non-Voting Members Present:**

PCinC James B. Pahl, Banner Editor	PCinC Donald Martin (Zoom)
PCinC Stephen Michaels	PCinC Ken Freshley (Zoom)
PCinC Edward J. Krieser	PCinC Mark R. Day (Zoom)

**Guests of the Council of Administration:**

Executive Director David Demmy, Sr. (Zoom)  
National Signals Officer Tim McCoy (Zoom)  
National Chief of Staff Mark Hale (Zoom)  
National Credential Comm. Chair Joseph Hall (Zoom)

**ITEMS FROM 2018 NATIONAL ENCAMPMENT REPORTS**

**PCinC Mark Day's Recommendations:**

**1. 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, Open to C&R Committee]**

**2. 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 and Bruce Frail.]

**[ACTION: Discussion on duties, CinC to appoint committee] See Report, motion by Frail for \$2250, seconded by Lyon to cover needs found within the report, funding from Marketing and Promotions.**

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

#### **3. 4.11 National Committee on Graves Registration, Bruce D. Frail, PDC**

##### **RECOMMENDATIONS:**

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: Skelton by Springfield CofA, need to follow-up with Henry Duquette].**

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: Coordinate with QM on feasibility, Continued]**

#### **4. 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: National Treasurer to look at individual funds. See Reports for draft, keep open and provide feedback to committee. This is also in seeking grants].**

### **2020 ZOOM CONFERENCE OFFICER RECOMMENDATIONS**

#### **5. Recommendations Commander in Chief Norris**

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. On path to get to C&R Committee].**

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. On path to get to C&R Committee]**

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. On path to get to C&R Committee].**

## **6. 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, Draft by Springfield. On path to get to C&R Committee].**

## **7. 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 an CinC Committee. Request that National Signals Officer Tim McCoy comes up with an job description for this committee by Springfield followed by CinC to appoint committee].**

## **8. 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, Springfield. P&P will include in 2021 National Encampment Report, CinC to cover possible language. Open and looked at zoom].**

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].**

### **9. 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, Continue].**

## **April 2021 REPORTS COMMENDATIONS**

### **10. Recommendations of CinC Pierson**

1. a CinC-appointed committee be tasked to explore SUVCW awards policy with respect to these three topics. Due by Springfield COA meeting. **[ACTION: CinC Committee to be appointed, Deferred].**

2. The C&R Committee determine if there is a conflict between Articles 8 and 18, and if so, recommend revised C&R language. Due by Springfield COA meeting. **[ACTION: Assigned to Assist. National Counselor. Deferred].**

### **11. Recommendations of JVCinC Frail**

**Recommendation #3:** Place the current mailing address of the Junior Vice Command-in-Chief on the Membership Page along with a directory of current Department JVCs contact information or a statement on the Membership Page to go to the Department Website to locate that Department Officer's contact information.

**[ACTION: P&P Committee. Open and being worked on].**

### **12. Recommendation of Executive Director Demmy**

Recommendation:

Define [set] the application dues on form 3 at \$80 for first 6 months of the year and \$40 for second 6 months of the year. Currently there is no defined dues on form 3 and a few applications arrive at national without a remittance since it is not spelled out in the instructions. Also, multiple calls and emails arrive requesting our fee schedule so the application may be completed and submitted. Totally poor way to operate: requesting new personnel to join our grand organization and then we do not publish the rate schedule on form 3; however, it was on the former form 60.

This recommended amount would cover the amount any camp or department may require along with the national per capita required by the department to submit to headquarters with the form 3. Some may think it a bit high, but when adding up camp dues, department dues and per capita, it allows a small amount perhaps for the camp to cover their continued skyrocketing operating costs. A number of Historical Societies and Round Tables annual dues are over \$100.

Actually, it is not much different than the recruit who joins in December and pays the form 60 value of \$30 with his application and 2 months later, his camp is requesting new year dues of perhaps \$30-\$60, all within 90 days.

**[ACTION: P&P Committee, combined with Item 9. Motion by Frail that to set amount at either \$40 or \$20, seconded by Norris. Passed].**

## **CURRENT REPORTS RECOMMENDATIONS**

### **CinC Pierson**

13. Guidance on liability insurance requirements in general

**[ACTION: CinC to appoint a committee to look at this issue].**

14. Guidance on receiving directed donations (such as the one on scholarships).

**[ACTION: Tabled].**

15. I have recently received a request from the Dept of Illinois for a \$2,000 grant for the B.F. Stephenson plaza. I would ask for the COA to consider a larger grant (such as we did for the Eagle Scout project at Gettysburg a number of years ago).

**[ACTION: Motion by JVCinC Bruce Frail to approve up to \$4000 or what is available of what is left of the special projects fund pending clarification, seconded by Kevin Martin. Passed]**

### **National Quartermaster James Lyon**

16. Would the National Elected and members of the CofA like to have yellow/gold ties?

**[Action: Motion that the National Quartermaster produce the yellow/gold ties, seconded. Motion passed].**

17. Would the CofA like to have a miniature of the War Service Badge, this would be a change to the C&R.

**[Action: Request to have the C&R Committee review and present to the National Encampment].**

### **SVCinC Paquette**

18. I would like to discuss the modification of two elements in Forms 3 and 9; Eagle Scout and ROTC information during the Council Of Administration meeting in Springfield. Additionally, we should discuss the future of the "About Our Organization" document.

**[Action: CinC Brian Pierson moved that to remove ROTC and Eagle from Form 30, seconded by SVCinC Michael Paquette. Voted 3 yea to 1 Nea. Motion passed].**

### **INTRODUCING the SUVCW LETTER**

**19. [Action: Turned over to Marketing and Promotions as a publication, include on review schedule and review by P&P and Programs and Marketing].**

### **National Committee on Scholarships, Donald L. Martin, PCinC**

**20. Recommendation:** On Form 12 following the statement; "HAND-WRITTEN, INCOMPLETE, EARLY, OR LATE APPLICATIONS WILL NOT BE CONSIDERED" insert the following line:

"Do not send applications via Certified or Signature Confirmation Mail"

**[Action: Motion approved to update form].**

### **NEW BUSINESS**

PCinC Norris has a bundle of National Encampment Ribbons remaining. **[ACTION: Motion that they are sent to the National Quartermaster for sell at \$1.00 each, seconded. Motion Passed].**

### **GOOD OF THE ORDER**

National Encampment Credential Committee Chairman Joseph Hall reports that we have 43 pre-registered, normally at this time 60 to 70. Commander in Chief to send reminder.

Benediction: Chaplain Jerry Kowalski.

Adjournment: 10:30 pm

Submitted in Fraternity, Charity, and Loyalty,

Jonathan C. Davis, PDC

National Secretary