Sons of Union Veterans of the Civil War

Council of Administration Meeting
August 20, 2000
Lansing, Michigan

The meeting of the Council of Administration was called to order by Commander-in-Chief (C-in-C) Edward J. Krieser.

Voting members of the Council of Administration (CoA) present were C-in-C Krieser, Senior Vice Commander-in-Chief (SVC-in-C) George Powell, Junior Vice Commander-in-Chief (JVC-in-C) Robert Grim, Past Commander-in-Chief (PC-in-C) Danny Wheeler, National Secretary Todd Shillington, National Treasurer James Pahl, National Quartermaster (QM) Elmer Atkinson, PC-in-C, and CoA members Gary Gibson, Kent Armstrong, and Donald Darby. Non-voting CoA members present were PC-in-C's Charles Corfman, Keith Harrison, Andrew Johnson, Alan Loomis, Richard Orr, David R. Medert and Joseph Rippey. Guests attending were Past Department Commanders James Lyons, Executive Director (E.D.), and Ron Gill, Chief-of-Staff.

C-in-C Krieser expressed his thanks for the service of outgoing voting CoA members Andrew Johnson and David R. Medert.

A motion made by SVC-in-C Powell to send letters of appreciation to PC-in-C's Johnson and Medert was unanimously approved.

The minutes of the CoA meeting of August 17, 2000 were read.

PC-in-C Orr advised SVC-in-C Powell to approach Cowles Publishing concerning volume discounts on recruitment advertising. Discussion on new options for advertising took place, culminating in unanimous approval of a motion to increase the advertising budget to $8,000, with the added amount to be drawn from reserve funds.

PC-in-C Orr noted that JVC-in-C expense, as related to recruitment, is paid from the SVC-in-C fund. Treasurer Pahl requested that the JVC-in-C specify this in his invoice submissions.

PC-in-C Wheeler mentioned that Camps and Departments have requested that a system be in place, where prospective Members may request printed material, as was done in the past, as opposed to having solely internet contact available. The cost versus the benefits of this was discussed. This evolved into discussion of the issue of problems realized when Departments do not forward printed information in a timely fashion. E.D. Lyons pointed out that Departments often have difficulty forwarding information to appropriate Camp officers, due to the fact that many Camps fail to file Form 22, Camp Installing Officer's Report. PC-in-C

Orr pointed out that by using Zip Codes, contact information can be sent directly to Camps. C-in-C Krieser charged JVC-in-C Grim to work with the Communication and Technology Committee to resolve the issue. PC-in-C Orr reminded the CoA that it is the responsibility of the Installing Officer to submit Forms 22 and 49, not the Camp or Department Secretary. A motion by Treasurer Pahl to have the Committee on Program and Policy review the process of responsibility for submitting Forms 22 and 49 was carried.

Council Member Armstrong passed around an example of a *Flag Facts* brochure for the CoA to view, and asked C-in-C Krieser about costs and prices in producing it for distribution.

Secretary Shillington and E.D. Lyons agreed to co-ordinate efforts to see that all duties of their respective offices are performed.

SVC-in-C Powell suggested that an additional microphone, placed at the rear of the meeting room, should be used at the next National Encampment. It was noted that the number of microphones provided by the convention facility was determined by contract. PC-in-C Orr suggested the possibility of the next Encampment using the Department of Pennsylvania's portable podium and microphone.

SVC-in-C Powell informed the CoA that the Committee on Program and Policy would review the application for the SUVCW War Medal, to examine eligibility dates and terminology.

The question was raised if it would be feasible to add the new National Officers, Department Officers, and C-in-C's biography and photograph to the issue of the *Banner* due out in the immediate future. Discussion as to whether the delay it would cause would be worthwhile ensued. SVC-in-C Powell to pursue the matter.

Counselor James Pahl agreed to provide changes in Regulations, approved at the Encampment, to QM Atkinson for printing of updated copies. Counselor Pahl also agreed to take care of housekeeping issues with the Constitution and Regulations (C&R).

JVC-in-C Grim asked the Secretary to provide copies of both the lease agreement for the National Headquarters, and the contract with the Executive Director, to all members of the CoA.

The CoA agreed that a special committee would review the Life Membership account, in order to realize a return. CoA Member Darby motioned to immediately move all monies to higher interest accounts, within the restraints of the C&R. PC-in-C Wheeler seconded the motion. Motion carried.

The CoA approved a motion to remove from inventory and dispose of the Order's obsolete notebook computer.

PC-in-C Harrison requested several items to be submitted to him in electronic form, for posting on the web site. These included CoA Electronic Boardroom vote results, minutes for CoA meetings for August 17 and 20, 2000, a new National Officer list, changes to the C&R, and a complete version of the C&R, incorporating the latest changes.

The CoA approved access to the Electronic Boardroom for E.D. Lyons.

PC-in-C Harrison emphasized that it is important to publish the Encampment Proceedings as soon as possible.

Discussion took place concerning an appropriate way to thank and honor Rebecca Pratt, for her work transcribing Encampment business. The CoA voted to send a letter of thanks.

The issue of having a computer available to the Credentials Committee in Springfield, Missouri in 2001 was discussed. This is necessary to use the credentials software developed by Richard Williams.

The amount of space in the *Banner* to be made available to the Auxiliary to the SUVCW was discussed.

The meeting was adjourned.

Respectfully submitted in Fraternity, Charity and Loyalty,
Todd A. Shillington
National Secretary

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KGH