

Sons of Union Veterans of the Civil War

National Council of Administration

Meeting Minutes

April 14, 2012

Springfield, Illinois

The Council of Administration meeting was opened by Commander-in-Chief Donald Palmer at 07:25 PM. Chaplain Kowolski provided a moment of thought and prayer followed by the Pledge of Allegiance.

The National Secretary called the roll and recorded the following members of the Council of Administration and Guests as present:

Voting Members Present:

Commander-in-Chief D. Donald D. Palmer Jr.	Council Member Steve Hammond
Junior Vice Commander-in-Chief Perley E. Mellor	Council Member Robert M. Petrovic
Junior Vice Commander-in-Chief Ken L. Freshley	Council Member Don Martin
National Secretary Eugene G. Mortorff	National Quartermaster Danny Wheeler
National Treasurer Richard D. Orr	

Excused:

PCinC Brad Schall	Council Member Campbell
Council Member Vieira	

Non-Voting Members Present:

Nat. Counselor James B. Pahl (PCinC)	Exec. Director David W. Demmy Sr
PCinC Ed Krieser	PCinC Steve Michaels (Banner)
PCinC Robert E. Grim (SVR)	

Guests of the Council of Administration:

Brig. Gen. Henry E. Shaw Jr. (SVR)	Jerome Kowalski, National Chaplain
Don Shaw, National Chief-of-Staff	Thomas Brown
Ed Norris	

- Brother Tom Brown, Commander of the Department of Wisconsin, addressed the sale of Loyalty Bonds in support of their Departments hosting of the 2013 National Encampment in their Department. By purchasing a Loyalty Bond, at the end of their National Encampment, after all bills are paid, owners may receive in return a portion of the profit from the Encampment. He showed a copy of the Bond to the membership and requested permission to use the SUVCW Badge on the certificate. A representative copy of a Loyalty Bond was provided and is on file with the National Secretary.

MOTION: Brother Orr , seconded by Brother Wheeler moved that the Department of Wisconsin be allowed to use the SUVCW Badge as requested. The motion passed unanimously.

Officer /Committee Reports:

- PDC Robert Petrovic, National Eagle Scout Certificate Coordinator made a presentation on the Current Eagle Scout Certificate and made a recommendation to change the application form by using a different graphic for the medal. It was discovered that the Eagle Scout medal depicted on the current form is the correct one and should not be changed. Other aspects of the form (border, color, copyright infringements on printing their own etc) was also discussed.

Action: Referred to the Programs and Policies Committee who will deal with the issued about the form and make recommendations at the next Council of Administration meeting. Bob Brother Petrovic will provide a CD to the Quartermaster to help make changes to the Border Color.

- There have been complaints from members concerning Memorial University. These complaints center around members inability to log into the program and technical issues dealing with operation of the program in regards to when a question is answered correctly or incorrectly.

Action: JVCinC Freshley will contact National Patriotic Instructor John Bates and with him, discuss the programs, focus with Brother Bates on any technical problems and get the program running again.

- Financial Report was made by PCinC Richard Orr. He provided copies of the 2011-12 Budget, the Consolidated Income Statement for Jul 1, 2011 to Feb 29, 2012 and the Consolidated Balance Sheet at Feb 29, 2012. He identified instances in the budge where line items should be adjusted to reflect actual expenses.

MOTION: A motion by Brother Orr, seconded by Brother Petrovic, to amend the budget as recommended by the Treasurer. Motion was approved unanimously.

MOTION: A motion by Brother Orr, seconded by Brother Petrovic to change allocation of per capita effective Jul 1 2012:

**\$16 to the General Fund,
\$ 2 to the Civil War Monuments Fund, and
\$ 5 to the National Headquarter Fund**

The change is a decrease of 50 cents to the General Fund and an increase of 50 cents to the Civil War Monument Fund. Motion was approved unanimously.

- Civil War Memorial Grant Fund Committee reported that they approved 2 grants and are reviewing the 3rd. On March 4th they sent in a "fill-in" form to be placed on the website so it is easier to fill out and be more legible. Discussion ensued.

Action: Referred to the Technology Committee for review and to make their recommendations at the next Council of Administration meeting.

- Lincoln Tomb Observance Committee Recommendations: Report made by Brother Petrovic. He reports the numbers are down slightly from last year. He has had conversations with members who did not participate and they indicated they forgot about it. Brother Petrovic contends this may be because it is advertised six (6) months before the event. He made the recommendation that the Banner publication dates be changed to what they once were and put the Tomb Event in the Winter issue of the banner. Discussion ensued, including Banner Editor speaking to the concerns.

Action: No action taken at this time.

- Scholarship Committee: A recommendation to include copies of the pertinent scholarship applications along with the Committee's recommended selectees to the National Commander.

Action: No action needed by the CofA at this time.

- Department of Missouri Report: A recommendation that the National Organization allow the place in St. Louis, MO to do the calligraphy of the Charters, utilizing the "chartering fee" for that purpose. Discussion ensued. Brother Petrovic discussed two Charters. The first was for the Fletcher Camp in De Soto, MO where the charter was damaged in the mail and had spelling mistakes which were corrected by redoing the Charter and for the Siegel Camp in Rolla, MO was considered by Brother Petrovic as done very poorly by using a blue ink marker pen. The National Secretary responded that he had completed quite a few charters over the last two years and that they are all done the same with a professional calligraphy pen with black ink. As he had a completed charter at hand, he allowed all in the meeting to physically inspect it and there were no complaints as to any aspect of the charter. The National Secretary questioned why the Rolla Camp did not complain directly to National Secretary about the Charters and it was discovered they wanted to keep their Charter. A review minutes on this subject revealed only that charters will be in calligraphy (which they are) but does not mandate by whom. The Charter fee goes to pay for the certificates and doing the calligraphy in house saves our organization money and gets the Charters to their respective camps quickly. Any camp who receives a charter with errors or poor should contact the National Secretary directly. There is no additional fee for replacing a charter if need be. If a Camp or Department requires a higher level of calligraphy, arrangements can be made to provide the blank certificate for a calligrapher of their choice to do the work at their own expense.

Action: No action needed by the CofA at this time.

- Department of Missouri Report: A recommendation to change the age limits of this dues hike to be after the young man turns 18, instead of 14. This would allow him time to obtain employment and have the money more readily available.

Action: The CofA does not have the authority to deal with this – it must be dealt with by the National Encampment.

- Department of Pennsylvania Report - It was noticed by a member of the Council tht there was no report submitted by the Department of Pennsylvania Commander. This begged the question as to why?

Action: The Commander-in-Chief will request the Department of Pennsylvania Commander to submit a report.

The Council of Administration recessed for a break at 9:25 PM

The Council of Administration reconvened at 9:40 PM

- SUVCW Doctor Mary Edwards Walker Medal: The Program & Policy made a report on the actions taken on this project since the Gettysburg 2011 CofA meeting. They passed out a handout with three different suggested forms for the certificate and an image of the medal. During the discussion Chaplain Kolwalski voiced his concern that none of the proposed certificates were designed with women in mind, or that would visually appeal to women.

MOTION: The following motion by Brother Orr, seconded by Brother Mellor was passed unanimously:

- **To change the name on the certificate to “Award” instead of Medal.**
- **To maintain the criteria that:**
 - * **The CinC may present up to 5, per administration, and**
 - * **Department Commanders up to 3, per year per administrative year.**
 - * **That there is no obligation to award any medals.**

MOTION: Brother Orr moved, with a second by Brother Wheeler, that Certificate 2 be selected, but using the wording contained in certificate 3, but remove the word “attest.” Motion was approved unanimously.

MOTION: Brother Orr moved, seconded by Brother Mellor, that the award shall be for serviced rendered at the National level (same for the Department). Motion was approved unanimously.

- Copyright and Trademark Policy: An insightful presentation was made by Ed Norris that defined what comprised Intellectual Property and discussed how important it was for us to protect our trademarks and copyrights. He passed out copies of a proposed draft of a policy for the Sons of Union Veterans of the Civil War and explained it to the Council. Discussion followed.

Action: The Commander-in-Chief thanked Brother Norris’ for his work and referred it to the Programs & Policies for their action and report at the next CofA meeting. Brother Demmy will search for and retrieve any copyright documents that he can find on file in National Headquarters.

- Department Websites: Commander-in-Chief Don Palmer made a personal review of Department websites for content. He discussed the deficiencies he found and will personally notify Departments who need to update their sites.

- Life Membership Committee – A written and verbal report was presented by Brother Don Martin. The proposal included an mathematical equation that included factors such as life expectancy, member age, dues rate and a multiply (decided by the CinC or Encampment). Discussion ensued, centering on how much funding the Order will lose. The committee is requesting guidance on what is their next action.

Action: Returned to Committee for more study and to rework the formula with the goal of at least having the organization break even. Recommend they start by considering anticipated interest on passbook savings (.1 Percent ?) and work backwards from that. Then make a recommendation for action at the upcoming National Encampment.

Report of Proceedings Completion: Brother Freshley reports that we are 75 percent complete. Discussion ensued on how much it will cost to ship the transcription equipment to the next Encampment. That discussion branched off into how bulky, old and out of date our current equipment is. It may be better to just replace it. He will look into purchasing a new digital transcription equipment that will be easier to work with.

EIN Reports: Brother Orr reports that the SUVCW EIN annual report made it to the IRS by the deadline. He is concerned that we are still having Camps and Department not taking this reporting requirement serious. Discussion followed, centering on:

- How can we get the Camps to understand how important their EIN reporting is,
- That they also have to tell the National Treasurer that they have made the report,
- That the Nat Treasurer has a report deadline too that depends on camps/departments.

IRS does not process EINs monthly and they are losing their non-profit status. A suggestion was made by PCinC Wheeler that a General Order be issued explaining the EIN procedures. PCinC Michaels talked about how we used to have Department Commander Meetings with the Commander-in-Chief at National Encampments to train them on what is required, why they are required and the consequences of not doing these things and he recommends we do that again.

Camp/Department Websites hosted on SUVCW server: Hosting websites costs \$183 a year for our website. At present, six groups are using our server, plus the Sons of Veterans Reserve (SVR) and the Military Order of the Loyal Legion of the United States (MOLLUS). Brother Freshley recommends we offer them a gigabyte of space at \$30 a year, and \$10 for additional space if they need it.

MOTION: A motion by Brother Freshley, seconded by Brother Petrovic to offer Camps, Departments, the SVR and MOLLUS a gigabyte of website space for \$30 (Plus \$10 for additional space). Motion passed unanimously.

Remembrance Day: Major General Robert E. Grim and Brigadier General Henry E. Shaw Jr. (SVR) made a presentation about the changes being made in the administration of Remembrance Day. The SVR now is responsible for the following Remembrance Day activities (all on Saturday):

- The SVR Breakfast
- The Woolson Monument Ceremony
- Remembrance Day Parade
- Remembrance Day Ball

Gen Shaw and Brother Petrovic are now co-chairpersons of the Remembrance Day Committee. Gen Shaw spoke on the new changes and organization of the event. Brother Petrovic spoke on contracts with the Eisenhower Hotel and the advertising the Eisenhower has agreed to purchase. The Eisenhower Inn will place an ad in the next issue of THE BANNER, and then place 4 ads per year in the magazine through the year 2017. Brother Petrovic recommended we reduce the agreed fee to the Eisenhower from \$1,400 to \$1,300 as a goodwill gesture.

MOTION: A motion by Brother Petrovic, seconded by Brother Hammond to drop from \$1,400 to \$1,300 per year the fee charged the Eisenhower for advertising in the Banner. The vote was tied at 4 Yea and 4 Nay. CinC Palmer broke the tie with a Nay and the motion failed.

Non-Profit Status: Brother Orr made a presentation on our effort to change to 501(c)(3) status from 501(c)(4). Specifically, he talked about what money we spend that counts as charitable (Banner and administrative costs, or any money spent on our membership, does not count.) Having the Remembrance Day Ball proceeds donation go to the National Park Service (NPS) through the SVR instead of the SUV will reduce our charitable spending by 1/3.

Concerning our 501(c)(4) status, we recently received a letter from the IRS that indicates only the National Organization has non-profit status and that Departments, Camps, the SVR, etc. are not. This means that any moneys donated to them cannot be claimed by the donors as a deduction on their tax returns. The 1941 original letter cannot be found and was destroyed by the IRS as part of its record management. Years ago, we requested clarification from the IRS and they sent us a letter that clearly states that our status was 401(c)(4) and that our camps, departments, etc. were also tax exempt under that same authority. However, now the IRS says that our letter only exempts the National Organization, but not our subordinate EINs. Camps can individually apply for tax exempt status for donations made to it but no longer fall under a National umbrella. The

Action: The National Counselor will review and study this issue and issue an opinion. The National Secretary will distribute that opinion using the same distribution used for General Orders.

MOTION: A motion by Brother Orr, seconded by Brother Mellor to move the electronic boardroom motion on the Department of Texas “Treue Der Union” Monument Resolution off the table and to deal with it. Motion passes unanimously.

“Treue Der Union” Resolution: The city of Comfort, Texas has graciously extended an invitation to The Sons of Union Veterans of the Civil War, Department of Texas, to participate in events commemorating the 150th Anniversary of the Battle of the Nueces. The events will be held in Comfort, Texas on August 10-11, 2012 and will center around the “Treue Der Union”

(True to the Union) monument. A request for the SUVCW National Organization to issue a resolution to commemorate this event that will be read onsite.

MOTION: A motion by Brother Mortorff, seconded by Brother Orr, that the CofA prepare and present the “Treue Der Union” Monument Proclamation as requested by the Department of Texas. Motion passes unanimously.

National Forms: Brother Orr had concerns & questions on the following forms:

Form 22: Why are they sent to Nat HQ?

Form 10: Updates date on the heading?

War Medal Application – Korean War needs to be added to the form

The Commander-in-Chief referred the above forms to the Programs and Policies Committee for action.

Shipping of Reports to National Encampment: Brother Orr brought this up because of the expense that may be incurred by shipping the Annual Reports. Discussion followed. The Chief-of-Staff will look at having a printing service (like Staples or other) have the documents printed and ready for pick-up by us at one of their stores in Los Angeles.

New Award for Juniors: Commander-in-Chief Palmer announced that he is in the process of developing a new award that will be made available for presentation to Juniors and Junior Associates. More on this later.

GOOD OF THE ORDER

Brother Wheeler brought up that there are two people who, over the years, had taken care of the Gettysburg Remembrance Day Ball (Names Intentionally Removed) and they should be recognized formally for their work and contributions to the success of Remembrance Day over many years. It is recommended that we consider awarding the Mary Walker Award & Medal to one and the Partington Medal to the other. This will be brought up again at the upcoming National Encampment. One other Sister was also mentioned for a similar award.

Brother Orr reported that the Department of Pennsylvania and the Gettysburg Camp is working hard on the program for the 150th Gettysburg Celebration. One highlight will be to recreate a Grand Army of the Republic (GAR) Campfire and a ceremony at the Peacelight on the Battlefield. They are currently in the process of securing the necessary permits and licenses from the NPS and Local Authorities.

With no further business to come before the Council, Commander-in-Chief Palmer asked National Chaplain Jerome Kowalski to provide a closing prayer and subsequently adjourned the meeting at 1:10 AM, Sunday April 15, 2012.

Respectfully submitted in Fraternity, Charity and Loyalty,

Eugene G. Mortorff, DC, National Secretary, SUVCW