

**MINUTES OF COUNCIL OF ADMINISTRATION MEETING**  
**AUGUST 3, 2023**  
**NASHUA, NEW HAMPSHIRE**

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1. Meeting was called to order at 8:00 PM (EDT) by CinC Bruce D Frail.
2. Chaplain Kowalski gave the invocation, followed by Brother Shane Milburn leading the CofA in the Pledge of Allegiance.
3. **Voting Members Present:**
  - CinC Bruce D. Frail, PDC
  - SVCinC Peter J. Hritsko, Jr., PDC
  - JVCinC Kevin L. Martin, PDC
  - National Secretary Daniel W. Murray, PDC
  - National Treasurer D. Michael Beard, PDC
  - CofA Member Shane L. Milburn, PDC
  - CofA Member Robert Payne, PDC
  - CofA Member Kevin P. Tucker, PDC
  - CofA Member Brian C. Pierson, PCinC
  - CofA Member Immed. PCinC Michael A. Paquette, PCinC
4. **Voting Members Absent Excused:**
  - CofA Member Joseph S. Hall Jr., PDC
  - National Quartermaster James Lyon, PDC
5. **Non-Voting Members Present:**
  - Tad Campbell, PCinC
  - Perley Mellor, PCinC
  - Jim Pahl, PCinC
  - Ken L. Freshley, PCinC
  - Donald E. Darby, PCinC
  - Danny Wheeler, PCinC
  - Stephen Michaels, PCinC
  - Don Martin, PCinC
  - Leo Kennedy, PCinC
  - Edward Norris, PCinC
6. **Guests Present:**
  - National Chaplain Jerome Kowalski
  - Asst.Sec. for Proceedings John Vander Muelen
  - National Registration Officer Henry Duquette
  - National Site Committtee Chairman Jim Crane, PDC
  - George A. Huttick, Dept Commander Tennessee

Brother George Huttick, Commander of the Department of Tennessee has a Brother in his Department who was asked to serve on the Tennessee Memorial Commission and wants to know if that Brother can put his membership in the SUVCW in his biography. After some discussion Brother Beard said that we should approve his appointment to the Tennessee Memorial Commission and it was seconded by Brother Payne. The Council of Administration would like

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the Brother to submit a report at the end of his term on the Commission. It passed unanimously.

Brother Henry Duquette presented the 7 bids from the RFP on the Graves Registration Database. The SUVCW would like a domestically housed company versus an offshore company. After much discussion Brother Tucker made a motion to contract with Rahntech and to put the code for the database in escrow. Brother Payne seconded. [The discussion on Rahntech was that with \\$16000 up front, a few CDs would have to be cashed and the \\$12000 is almost absorbable on a monthly basis in the budget. If not absorbable some things would have to be moved around in the budget or another cd cashed. Also, with Rahntech a dollar amount was discussed not to exceed \\$65,000 dollars and there was discussion on whether or not to put it in the original motion. After some more discussion on the motion Brother Beard made a substitute motion to proceed with negotiations with Rahntech to prepare a contract with the terms and conditions along with the code in escrow. This was seconded by Brother Pierson and passed unanimously.](#)

The Council went into executive session in 8:59 PM.

The Council of Administration came out of executive session at 9:52 PM and went on a break until 10 PM.

The ruling on the National Special Committee on Contracts with the Allied Orders is to dissolve the current committee. The incoming Commander in Chief will meet with the incoming National President of the Auxiliary to work out the terms for a contract. The duties of the National Special Committee on Contracts are going over to the National Site Committee.

The new Civil War Memorials Assessment Form 61 and the changes to it that were referred to the Policy and Procedure Committee after approval last year were presented to the Council. They would like permission to publish the revised Form 61 and it passed unanimously.

Motion 16 A to amend motion 16 was on the floor electronically for the Founders Award. A vote was taken at the meeting and passed unanimously with 10 votes.

That motion 16 was made by Brother Murray and seconded by Commander in Chief Frail to make a presentation to Debbie Neese of the Bartlesville Area History Museum. It passed unanimously with 10 votes.

In regard to the Kit Carson Monument the GSA will not accept a Quit Claim deed of gift to the U.S. Government. The GSA offered a rebuttal for a deed of gift. New wording for a deed of gift was worked out with the GSA and it would protect the National Organization. The National Encampment needs to reverse their order to give a Quick Claim deed and to give GSA a deed of gift. It needs to go to the National Encampment to be voted on.

The current Commander in Chief was going to ask the incoming Commander in Chief to appoint a committee to review the lineage documentation.

There will be no Quartermaster Store this encampment. Brother Lyon was notified by the

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shipping company that the product would not make it to Nashua until after the encampment was over. We're going to ask for a refund and hopefully they will send the product back to Brother Lyon at no charge. Before the store can open an inventory needs to be done for tax purposes.

There was no new business, and the meeting was adjourned at 10:26 PM.

Respectfully submitted,

Daniel Murray  
National Secretary  
Sons of Union Veterans of the Civil War