

# **Sons of Union Veterans of the Civil War**

## **Pennsylvania Department**

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Department Order No. 2 Series 2009-2010

(To be read in the Camps and retained in Camp files)

**1.** During the 129<sup>th</sup> Pennsylvania Department Encampment held at New Oxford, PA on June 25 to 27, 2009 several changes to the Pennsylvania Department By Laws were discussed. The Department By Laws Committee has prepared several proposed changes to the Department By Laws to be acted on at the Pennsylvania Department Mid Year Meeting to be held at New Cumberland, PA on October 24, 2009 If approved at the Mid Year Meeting these changes will be implemented pending the approval of the Commander-in-Chief. Notice of these proposed changes is hereby provided to the Camps of the Pennsylvania Department in accordance with the amendment procedures required by our By Laws.

Please read and discuss these proposed changes at a Camp meeting before the Department Mid Year meeting so those Brothers attending the Meeting will know the opinions of their Camp's Brothers to help guide their voting..

**2.** The proposed amendments to the Pennsylvania Department By Laws are as follows:

Section 5, ARTICLE III OFFICERS, is amended to add: An Assistant Treasurer will be appointed each year, following the Department Encampment, to act as Treasurer in those cases required by Section 5 A. 5, ARTICLE VII FINANCES.

Section 6, ARTICLE III OFFICERS, as reads: "The depository for all Department funds, other than those which may be voted for investment, shall be deposited in a Band (sic) and/or federal Savings and Loan Association whose deposits are fully insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation." is changed to read:

"The depository for all Department funds, other than those which may be voted for investment, shall be deposited in a Bank, federal Savings and Loan Association, and/or

Federal Credit Union whose deposits are fully insured by the Federal Deposit Insurance Corporation, the Federal Savings and Loan Insurance Corporation and/or the National Credit Union Association.”

Add Section 2, ARTICLE X EXPENSE ALLOCATIONS AND REIMBURSEMENTS

**A. Elected Department Officers.**

1. The Department Commander, Department Secretary, and Department Treasurer receive quarterly allotments for expenses. This allotment is to cover all costs for postage, telephone calls, travel and lodging to carry out the duties of office.
2. The quarterly allotment shall be established by the Department Encampment through the adoption of the annual budget or in the absences of action by the Department Encampment the amount shall be set annually by the Department Council at the first Department Council meeting following the conclusion of the annual Department Encampment.
3. The Department Commander and Department Secretary shall provide documentation of all expenses to the Department Treasurer within 30 days of the receipt of the quarterly allotment and a final accounting of all expenses incurred on the behalf of the Order by July 31 of each year for the previous administrative year (that time between the annual Department Encampments).
4. The Department Treasurer shall submit his expense report to an Chairman of the Department Council and is subject to the same time frames as specified in Section X.A.3.
5. The Department Treasurer shall not issue a check to himself to cover his expenses. Any check for expenses paid to the Department Treasurer must be issued and signed by one of the other Brothers authorized to sign checks.
6. Senior Vice Department Commander, Junior Vice Department Commander, and members of the Department Council will be reimbursed up to the aggregate amount approved in the adopted budget upon presentation of original or copies of receipts, invoices, credit card statements or bills. Such expenses shall be submitted in writing and are limited to office supplies, postage, and telephone expenses.

**B. Appointed Department Officers and Committee Chairman**

1. All appointed Department Officers and Committee Chairman except those specified elsewhere in this subsection will be reimbursed up to the aggregate amount approved in the adopted budget upon presentation of original or copies of receipts, invoices, credit card statements or bills. Such expenses shall be submitted in writing and are limited to office supplies, postage, and telephone expenses

The Chairman of the Encampment Site Selection Committee in addition to the expenses specified in Section X.B.1 shall be reimbursed for travel expenses up to the amount

approved in the adopted budget upon presentation of original or copies of receipts, invoices, credit card statements or bills.

So much of Section 1, ARTICLE XVI STORAGE OF DEPARTMENT RECORDS AND ARTIFACTS as reads (Copies of Records are acceptable) is changed to read: (Copies of Records are unacceptable).

Section 5, ARTICLE XVI STORAGE OF DEPARTMENT RECORDS AND ARTIFACTS is rescinded.

2.

**3.** My thanks to the By Laws Committee, Lester A. Kern PDC, Chairman, Elmer F. Atkinson PC-in-C, George L. Powell PC-in-C, and to Department Parliamentarian Richard D. Orr PC-in-C for their work in drafting the proposals.

By Order of

John M. McNulty PDC,  
Commander  
Pennsylvania Department S.U.V.C.W.

Attest:

Douglas P. McMillin  
Secretary/ Treasurer  
Pennsylvania Department S.U.V.C.W.