

**BY - LAWS
OF THE
DEPARTMENT OF ILLINOIS
SONS OF UNION VETERANS OF THE CIVIL WAR**

Amended at the 128th Mid Term Encampment held Oct. 29, 2011.

PREAMBLE

We, the descendants of Soldiers, Sailors or Marines who served in the Army or Navy of the United States of America during the War of the Rebellion of 1861 to 1865, have formed this patriotic and fraternal Order, for the purpose and objects in this Constitution set forth; and in so doing pledge ourselves to commemorate our forefathers' deeds; to render loyal service to our Country and to promote the maintenance of unqualified American citizenship with respect for and honor to the flag.

**ARTICLE I
NAME**

The name of this Order shall be the Sons of Union Veterans of the Civil War, Department of Illinois.

**ARTICLE II
PURPOSE AND OBJECTIVES**

To perpetuate the memory of the Grand Army of the Republic and of the men who saved the Union from 1861 to 1865; to assist in every practicable way in the preservation and making available for research of documents and records pertaining to the Grand Army of the Republic and its members; to cooperate in doing honor to all who have patriotically served our country in any war; to teach patriotism and the duties of citizenship, the true history of our Country and the love and honor of our flag; to oppose every tendency or movement that would weaken loyalty to, or make for the destruction or impairment of our constitutional Union; and to inculcate and broadly sustain the American principles of representative government, of equal rights and of impartial justice for all.

ARTICLE III MEMBERSHIP

Section 1: DESCENDANT MEMBER. Eligible for membership as a “Descendant Member” shall be all male descendants (whether thru lineal or collateral line) not less than fourteen (14) years of age, who are blood relatives of Soldiers, Sailors, Marines or members of the Revenue Cutter Service, who were regularly mustered and served honorably in, were honorably discharged from or died in the service of the Army, Navy, Marines or Revenue Cutter Service of the United States of America or such state regiments as were called into service and were subject to orders of the United States general officers, during the War of the Rebellion between April 12, 1861 and April 9, 1865: who have never been convicted of any infamous or heinous crime; and who have or whose ancestors through whom membership is claimed, have never voluntarily borne arms against the government of the United States of America.

Section 2: ASSOCIATE. Eligible for membership as an “Associate” shall be all males not less than fourteen (14) years of age who do not meet the genealogical qualifications set forth in the preceding section, but otherwise meet the requirements for membership established by the National Organization. The number of Associates in any Camp shall not exceed one-third of the total Camp roster at the time of election. At no time during a meeting of a Camp or Department shall business be transacted if the number of Associates in attendance exceeds forty-nine (49) percent of the total number in attendance at said meeting. Associates may hold office as well as appointive positions and may serve on committees. Associates shall not be counted toward the required number of members to establish a new Camp. The name of Associates may not appear on a Camp Charter, nor may Associates be designated as Charter Members of a Camp. Associates otherwise enjoy all the rights, privileges and responsibilities of membership.

Section 3: LIFE MEMBER. Members who pay the requisite Life Membership fee as established by the National Organization. Life Members are exempt from the National per-capita tax and otherwise enjoy all the rights, privileges and responsibilities of membership.

**ARTICLE III
MEMBERSHIP CON'T**

Section 4: HONORARY MEMBER. The Commander in Chief, upon recommendation from a Camp, Department or the National Council of Administration and with the approval of the National Council of Administration, may grant Honorary Membership to persons of acknowledged eminence who are especially distinguished for conspicuous and consistent loyalty to the Constitution and the laws of the United States of America, and who have been active and eminent in maintaining the supremacy of the same and are known not to be eligible for membership in our Order. The National Organization, Department and Camps shall not impose the per-capita tax, fees, dues or any other monetary assessment on Honorary Members. Honorary Members are entitled to a free subscription to "The Banner."

Section 5: JUNIOR MEMBERS. Males between the ages of six (6) and fourteen (14) years of age who meet the qualifications in Section 1.

Section 6: JUNIOR ASSOCIATE. Males between the ages of six (6) and fourteen (14) years of age who meet the qualifications in Section 2.

Section 7: All classes of membership are to be consistent with the Constitution and By-laws of the National Organization SUVCW.

**ARTICLE IV
RELIGION AND POLITICS**

The Order being strictly non-sectarian and non-partisan, the introduction or discussion of sectarian or partisan topics is strictly prohibited.

**ARTICLE V
ORGANIZATION**

**Section 1: The several constituted bodies of the Order shall be as follows:
First - Of organizations known as Camps, each shall bear a name and number,
Second - Of State organizations known as Departments,
Third - Of the National Organization, of which the National Encampment is the supreme governing body,
Fourth - Of a Military Department known as the Sons of Veteran Reserve,**

**ARTICLE V
ORGANIZATION - CON'T.**

Fifth - Eligible from areas of the State where no Camp exists may become Members-at-Large attached to Department Headquarters. Dues for such members shall not be less than the normal National and Department per capita taxes. Membership application fees for new Members-at-Large shall be Ten dollars (\$10.00) which shall be placed in the Permanent Fund.

Section 2: The Department as a chartered entity of the National Order, Sons of Union Veterans of the Civil War.

Section 3: The supreme authority of the Department shall be vested in the Department Encampment. To this end, no form of government shall be considered as legally established until the same has been submitted to and duly approved by the Department Encampment. Between sessions of the Department Encampment, the business of the Department shall be carried on in accordance with policies established by the Department Encampment or, when it has not fixed a policy, by the Council of Administration, which shall have the authority and duty usually exercised a Board of Trustees.

Section 4: The Department Encampment shall act as a final court of appeals from all orders, decisions and rulings of the Department Commander, and the determination of such appeal at any meeting shall not be subject to review at any subsequent meeting.

**ARTICLE VI
DEPOSITORY PROVISIONS**

Section 1: No part of the net income of the Department shall inure to the benefit of or be distributed to, its members, trustees, officers or other private persons except that the Department shall be authorized and empowered to pay reasonable compensation for services rendered.

Section 2: The Department and its members are permitted to endorse and actively encourage the support of resolutions adopted by the National Order.

Section 3: The Department shall not participate in or intervene in (including the publishing of statements) any political campaign on behalf of any candidate for public office. The Department is not permitted to financially fund partially or totally any political campaign.

**ARTICLE VI
DEPOSITORY PROVISIONS CON'T.**

Section 4: Notwithstanding any other provisions of these Articles, the Department shall not carry on any other activities not permitted to be undertaken (a) by a corporation exempt from the Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Regulations) or, (b) by a corporation, contributions to which are deductible under Section 170(3)(2) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Regulation).

Section 5: Upon the dissolution of the Department, the Department Council shall, after paying or making provisions for the payment of all the liabilities of the Department, dispose of all the assets of the Department exclusively for the purposes of the Department in such a manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall as that time qualify under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Regulation) as the Department Council shall determine. Any of such assets not so disposed of shall be disposed of by the Circuit Court of the County in which the principle office of the Department is then located, exclusively for such purposes or to such organization or organizations as said Court shall determine.

**ARTICLE VII
DEPARTMENT OFFICERS**

Section 1: The elected officers of the Department shall consist of the Department Commander, Senior Vice Commander, Junior Vice Commander, Department Secretary, Department Treasurer, and three (3) members of the Department Council.

Section 2: No member shall be eligible for election to the office of Department Commander unless he has served as a Camp Commander. No member shall be eligible for election to the office of Department Commander who is not present and entitled to vote at the Department Encampment. No member may hold more than one elected office at a time.

**ARTICLE VII
DEPARTMENT OFFICERS - CON'T.**

Section 3: On assuming office, the Department Commander shall appoint a Dept. Patriotic Instructor, Dept. Chaplain, Dept. Guide, Dept. Color Bearer, Dept. Historian, Dept. Counselor, Dept. Camp Organizer, Dept. Chief of Staff, Dept. Graves Registrar, Dept. G. A. R. Highway Officer, Dept. Aide, **Dept. Guard, Dept. Signals Officer and any other Department Officer as he may deem necessary.**

Section 4: Unless noted otherwise, the term of all elective and appointed officers shall be for one year. The Department Commander is limited to no more than two (2) consecutive years.

Section 5: Any vacancies which may occur in an elective office of the Department shall be filled by a majority vote of the Department Council for the period until the next regular meeting of the Department, when an election for the remainder of the unexpired term is held.

Section 6: Any officer delinquent in or failing to perform the duties of his office may be removed by the Department Commander or the Order's Commander in Chief.

**ARTICLE VIII
DUTIES OF OFFICERS**

Section 1: Department Commander:

A: The Department Commander shall be the Executive Officer of the Department, charged with the duty of administering the affairs of the Department. He shall preside at all meetings of the Department, appoint all standing committees (of which he shall be a member ex-officio) unless otherwise prescribed by the Encampment or by-laws.

B. The Department Commander shall at frequent times contact Camps, Camp Officers, Department Officers and issue orders and official communications. **Perform all other duties listed in the Job Description for Department Commander in the National Organization SUVCW Constitution and By-laws.**

**ARTICLE VIII
DUTIES OF OFFICERS CON'T.**

Section 2: The Department Sr. or Jr. Vice Commander shall respectively perform the duties of a Department Commander in case of vacancy or senior officers' inability to act. **Perform all other duties listed in the Job Description for Department Sr. and Jr. Vice Commander in the National Organization SUVCW Constitution and By-laws.**

Section 3: The Department Secretary shall keep a true and accurate record of the proceedings of the Department Encampment. He shall keep and be the custodian of the files and membership records of the Department and shall keep such other records in connection with his office as may be required by the Department Commander or the Department Encampment. He shall receive and give a receipt for remittance made to the Department Headquarters for Charter fees, per capita tax or any other purpose and shall forward all remittances to the Department Treasurer. He shall make a full and detailed statement of the transactions of the Department, which report shall be read to the Department Encampment and acted upon by it as circumstances may require. **As well as all other duties listed in the National Organization SUVCW Job Description.**

Section 4: The Department Treasurer shall hold the funds of the Department and pay out the same upon requisition in due form from the Department Secretary approved by the Department Commander. He shall be in charge of all property of the Department not otherwise provided for, shall keep a true and correct account of all receipts and expenditures and perform such other duties as may pertain to his office.

He shall make a full and detailed statement of the financial condition of the Department, which report shall be read at the Department Encampment and acted upon by it as circumstances may require. He shall give a bond in the sum of one thousand dollars (\$1000.00), unless otherwise fixed by the Department Council. The expense of any surety bond shall be paid by the Department. **As well as all other duties listed in the National Organization SUVCW Job Description.**

**ARTICLE VIII
DUTIES OF OFFICERS CON'T.**

Section 5: The Department Council immediately after its installation shall meet and elect a Chairman and Secretary. It shall audit the books and accounts of the Department Treasurer prior to the convening of the Department Encampment, examine the receipts and vouchers pertaining thereto, and shall make a report of its findings to the Department Encampment for such actions as maybe necessary. It shall devise and recommend such measures as will enable the Department to meet all its necessary expenditures. It shall annually prepare a proposed budget for consideration and approval at the Department Encampment. **As well as all other duties listed in the National Organization Job Description.**

Section 6: All other Appointed Department Officers shall perform the duties of their respective office as listed in the National Organization SUVCW Job Descriptions.

**ARTICLE IX
COMMITTEES**

Section 1: The Department Commander has the authority to establish such committees and appoint the Chairmen as are necessary for the proper operation of the Department.

**ARTICLE X
ENCAMPMENTS**

Section 1: The Department Encampment shall meet at the same time and place as the Department Allied Orders. In case there should be no place of meeting arranged for the Allied Orders, then the place of meeting shall be left to the Department Commander, the Department Secretary, the Department Treasurer and the Department Council. The Department shall hold its Mid Term Encampment in the Fall and its Annual Encampment in the Spring at a time and place agreed to at the previous Encampment.

Section 2: All Camps and each member of the Department shall be notified of the date and place of the Department Encampment at least thirty (30) days prior to convening of the same.

**ARTICLE X
ENCAMPMENTS CON'T.**

Section 3: The Department Commander, by and with the consent of the Department Council, is authorized to call a Special Meeting of the Department should he consider it necessary to do so, but no business shall be transacted at such meeting other than that set forth in the call therefore.

Section 4: The Department Commander shall have authority to appoint all Committees necessary for the success of the Department Encampment. The Department Officers, elected and appointed, shall assume their duties at once.

**ARTICLE XI
FINANCES**

Section 1: All Department Officers shall pay their individual expenses to the Department Encampment.

Section 2: All delegates, Past Department Commanders and others entitled to represent the Department at the meetings of the National Organization shall pay their individual expenses to the National Encampment.

Section 3: Requests for reimbursements of routine expenses by the Department Officers and Committees up to the amount budgeted, shall be paid by the Department Treasurer, with the approval of the Department Commander. Requests for reimbursement in excess of the amount budgeted, must be submitted to the Department Encampment and, if approved, shall be ordered paid. Proper receipts and accountability must be given to the Department Treasurer at the time reimbursement is requested.

**ARTICLE XII
FEES**

Section 1: The charter fee for a new Camp shall be \$25.00, payable when application is made therefore. Such charter fee shall include the cost of a Camp packet.

**ARTICLE XII
FEES CON'T.**

- Section 2:** The annual per capita tax payable by Camps to the Department shall be in the amount not to exceed the amount established by the Department Encampment.
- Section 3:** Five (5) members shall be required for reinstatement of a disbanded or dropped Camp. Reinstatement of the Camp shall take effect upon payment of a \$1.00 reinstatement fee and a years dues by each member.
- Section 4:** All remittances for supplies must be forwarded with the requisition for such supplies to the National Secretary/Treasurer. All remittances for charter fees must be forwarded with the application for charter and all remittances for per capita tax must be forwarded with the annual report to the Department Secretary.
- Section 5:** The initiation fee for newly elected members shall not be less than \$10.00, \$5.00 of which shall be forwarded to the Department Headquarters. Said fee shall be paid by the candidate on or before the time of initiation.

**ARTICLE XIII
OPERATION OF CAMPS**

- Section 1:** Camp Commanders shall see that all reports are made out, with the per capita tax indicated thereon, and all monies due the Department forwarded to the Department Secretary by April 30th of each year. A Camp for which the per capita tax payment has not been received at Department Headquarters by the 10th of May will be considered in arrears.
- Section 2:** A Camp may select any Past Department Commander or Past Camp Commander to install its Officers.
- Section 3:** Each Camp Commander shall see that the report of the Camp's Patriotic Instructor is prepared and forwarded to the Department Patriotic Instructor as required by regulations

**ARTICLE XIII
OPERATIONS OF CAMPS CON'T.**

Section 4: Each Camp shall have a Welfare Committee to be appointed by the Camp Commander to serve during the year. This Committee shall consist of one (1) member for each ten (10) members of the Camp, with a minimum of three (3), and the Chairman to be designated by the Camp Commander. It shall be the duty of the Welfare Committee to assist in maintaining the Camp's membership at the desired numerical strength, to actively aid in obtaining new members by preparing lists of eligible members, to suggest the means of creating and sustaining interest in Camp meeting and such other matters as may be of value to the Camp. It shall also assist members of the Camp requiring aid in obtaining employment.

Section 5: In the event a Camp votes to disband or otherwise dissolve, the Camp Commander, or the next senior officer of record, shall notify the Department Secretary in writing. At that time, the original charter must be returned to the Department Secretary.

Upon dissolution, the Camp Council shall pay or make provisions for the payment of all liabilities of the Camp. The remaining assets of the Camp shall revert to the Department for disposition as determined by the Department Encampment. These funds shall initially be put into a special account and held for two (2) years in hopes of the Camp being reactivated.

All possessions of the Camp, such as flags, standards, gavel kits, awards, minutes and records of the Camp and any other objects owned by the Camp shall be turned over to the Department Historian for safe keeping.

Section 6: New Camps may be formed subject to the requirements defined by the National Regulations.

**ARTICLE XV
PATRIOTIC ACTIVITIES**

Section 1: It shall be the duty of each member of the Illinois Department to properly observe Memorial Sunday and Memorial Day, and to do all in his power to make these days commemorative of the deceased veterans of the Civil War.

**ARTICLE XV
PATRIOTIC ACTIVITIES CON'T.**

Section 2: It is the patriotic duty of every member of the Illinois Department to assist in properly observing Lincoln's Birthday (February 12), Washington Birthday (February 22), Flag Day (June 14), Independence Day (July 4) and such other patriotic occasions as may later be designated for honoring the Flag of our Country.

Section 3: The Illinois Department shall operate a "Civil War Registry" which will accept and maintain biographical and genealogical records of Civil War Veterans filed with it by descendants on forms prescribed by the Registry. The Registry is authorized to charge a nominal fee for acceptance of such records and for providing copies of the same when requested.

Section 4: A unit of the Sons of Veteran Reserve (SVR) may be authorized by the Illinois Department for operation in its jurisdiction. The uniform for this unit shall conform to the specifications set forth in the Sons of Veteran Reserve's (SVR) National regulations, or be of an acceptable modification such as the uniform of an original Civil War regiment which the unit may be representing.

Section 5: The formation and operation of Junior Units shall be authorized by the Illinois Department. Each unit may operate as a subunit of a specific Camp and shall be governed by that Camp, its appointed supervisor and the Constitution and Regulations governing the Sons of Union Veterans of the Civil War (SUVCW). Junior Units shall be composed of male descendants of not less than eight (8) years of age nor older than the age required for membership in the Sons of Union Veterans of the Civil War (SUVCW).

**ARTICLE XVII
ELECTIONS**

Section 1: All nominations for Department Officers at the Department Encampment shall be made by roll call of Camps in numerical order.

Section 2: The election of Department Officers shall not be held until the Encampment shall have disposed of all other business before it.

**ARTICLE XVII
ELECTIONS CON'T.**

Section 3: If there are no multiple candidates for all elected officers, the Department Commander may request a motion for the Secretary to cast a unanimous ballot for those nominated. If there is more than one candidate for any elected office, voting shall be by secret ballot. The Department Secretary shall prepare the ballots listing the candidates for each office in alphabetical order. The Department Commander shall appoint, at the time of the election, a panel of three (3) members (not candidates) to count the votes and report the results immediately after the voting. Once the results have been reported and verified, the ballots will be destroyed.

Section 4: The Department Commander shall ask the highest ranking officer (current or past), that is not currently being installed, to install the officers.

**ARTICLE XVIII
BY-LAWS**

Section 1: The Department shall adopt by-laws, subject to the approval of the National Commander in Chief SUVCW.

Section 2: These by-laws may be repealed, modified or amended at any Department Encampment by a two thirds (2/3) vote of the Encampment. Proposed changes in the by-laws shall be submitted by the Camps to the Department Secretary ninety (90) days prior to the annual Department Encampment for publishing in the Department Order that carries the Department call. By-law changes approved at the Department Encampment will then be submitted by ballot to each member for ratification, all ballots to be returned to the Department Secretary within thirty (30) days, and the ballot to be tabulated by the Department Secretary and Department Council, with the results of the balloting to be announced in the next Department Order.

Section 3: All by-laws and amendments thereto, heretofore in force in this Department are hereby repealed, including all motions or resolutions which may have been adopted by Department Encampments from time to time concerning matters covered by these by-laws.

**ARTICLE XVIII
BY-LAWS CON'T.**

Section 4: Each Camp shall adopt a set of by-laws consistent with the Department of Illinois and National Organization SUVCW Constitution and By-laws. Camp By-laws and amended Camp By-laws are subject to the approval of the Department of Illinois Commander.

Section 5: A copy of each Camps by-laws shall be sent to the Department of Illinois SUVCW Secretary to be kept on file.

**ARTICLE XIX
ORDER OF BUSINESS**

Section 1: The order in which business shall be transacted at Department Encampments shall be as set forth in Article X of Chapter V of the Regulations of our National Organization.

Section 2: "Roberts Rules of Order - Revised" shall be used to establish general procedures for all meetings of the Department.

Submitted for approval of the Commander in Chief following the 128th Mid Term Encampment of the Department of Illinois SUVCW held October 29, 2011 at Tuscola, Illinois.

Attest: Stephen Aarli
Dept. Secretary

Terry Dyer
Department Commander

Approved: _____
Commander in Chief

Date: _____