

LT. COL. J. FELIX ST. JAMES CAMP 326  
SONS OF UNION VETERANS OF THE CIVIL WAR  
DEPARTMENT OF MISSOURI

CAMP BYLAWS

PREAMBLE

We, the members of the Lt. Col. J. Felix St. James Camp # 326 have joined this Patriotic and Fraternal Order for the purpose and objectives set forth by the National Organization, Sons of Union Veterans of the Civil War, and in so doing pledge ourselves to commemorate the deeds of those who served in the Army, Navy and Marines of the United States of America, during the War of the Rebellion of 1861-1865. We also pledge to render services to the citizenship with respect for and to honor our National Flag.

ARTICLE I: ORGANIZATION

The Camp shall be constituted and remain constituted as provided by the Constitution and Regulations (C&R) governing the National Organization, Sons of Union Veterans of the Civil War, and shall be known as the LT. COL. J. FELIX ST. JAMES CAMP # 326, SONS OF UNION VETERANS OF THE CIVIL WAR. The camp is organized as an unincorporated association under the laws of the State of Missouri. The organization is organized exclusively for charitable, religious, educational, and scientific purposes under section 501(c)3 of the Internal Revenue Code, or corresponding section of any future tax code.

ARTICLE II: PURPOSE

The purpose of the camp shall be to perpetuate the memory of the Grand Army of the Republic and memory of the men who served the Union 1861-1865; to assist in every practicable way in 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 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 impartial justice for all.

ARTICLE III: PROHIBITED ACTIVITIES

Section A. The Camp shall not be conducted for profit. Section B. The Camp being strictly non-sectarian and non-partisan. Section C. The Camp shall not discriminate on the basis of Race, Creed or Religion. Section D. Activities not in furtherance of exempt purposes: No part of the net earnings, if any, of this unincorporated association, shall inure to the benefit of, or be distributable to its members, trustees, officers or other private persons, except that the unincorporated association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes described in section 501(c)3. No substantial part of the activities of the unincorporated association shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the unincorporated association shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these by-laws, the unincorporated association shall not carry on any other activities not permitted to be carried on (a) by an unincorporated association exempt from federal income tax under

section 501(c)3 of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by an unincorporated association, contributions to which are deductible under section 170(c)2 of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Section E. – Activities involving members under the age of 18

1. All Brothers under the age of 18 years of age should be accompanied by a parent or person designated as a Guardian (Grandfather, Brother over the age of 18 years, or Uncle) when participating in ANY SUVCW activity.
2. At no time will a non-related Brother be permitted 'one on one' contact with a Brother under the age of 18. Any interaction with a Brother under the age of 18 must include at least two (2) Brothers over the age 18 at all times.
3. Any Brother who witnesses or suspects in good faith any type of physical, mental or sexual abuse of any member under the age of 18 will immediately report such suspicion to local authorities first and local Camp and Department Commanders immediately.
4. Every Brother over the age of 18 who may have contact with a Brother under the age of 18 should complete training related to protecting children from abuse of any type.
5. All Brothers need to comply with all applicable Local and State laws pertaining to child abuse

## ARTICLE IV: MEMBERSHIP

**Section A. MEMBER:** A member shall be any male descendent, whether through lineal or collateral line, not less than fourteen (14) years of age, who are blood relatives to a Soldier, Sailor, Marine or member of the Revenue Cutter Service. Who was regularly mustered and served honorably in, or was honorably discharged from the Army, Navy, Marine Corps or the Revenue Cutter Service of the United States of America during the War of the Rebellion of 1861-1865; and has never been convicted of any infamous or heinous crime; or who has, or whose ancestors through whom membership is claimed, have never voluntarily borne arms against the Government of the United States of America.

**Section B. ASSOCIATE:** An associate shall be any male, not less than fourteen (14) years of age who cannot document ancestral lineage to a Union Veteran of the War of the Rebellion of 1861-1865; and who has never been convicted of any infamous or heinous crime and who has never voluntarily borne arms against the Government of the United States of America. The number of associates shall not exceed 1/3 of the total membership of the Camp.

**Section C. JUNIOR:** A junior shall be any male descendant, whether through lineal or collateral line, not less than six (6) years of age and not more than thirteen (13) years old, who are blood relatives to a Soldier, Sailor, Marine Corps or the Revenue Cutter Service. Who was regularly mustered and served honorably in, or was honorably discharged from the Army, Navy, Marine Corps or Revenue Cutter Service of the United States of America during the War of the Rebellion of 1861- 1865; and has never been convicted of any infamous or heinous crime.

**Section D. JUNIOR ASSOCIATE:** A junior associate shall be any male, not less than six (6) years of age and not more than thirteen (13) years old, who cannot document ancestral lineage to a Union Veteran of the War of the Rebellion of 1861-1865; and who has never been convicted of any infamous or heinous crime.

**Section E.** Each application for membership under any of the levels of membership listed in Sections A, B, C or D of this ARTICLE IV, shall be voted on by camp members present at meeting application is presented and if applicable along with proper written verification and/or proof of eligibility.

## ARTICLE V; DUES & FEES

Section A. Each member of the camp shall be assessed annual dues. Annual dues for members and associates shall be a minimum of \$29.00 (\$23 to National Organization and \$6 to Department of Missouri). There shall be no annual dues for junior and junior associate members. Annual dues shall become payable upon or before FEBRUARY 27th the anniversary of camp date of rank.

## ARTICLE VI: CAMP OFFICERS

Section A. Camp officer shall be of two types: elected and appointed. The elected officers shall be Commander, Senior Vice Commander, Junior Vice Commander, Secretary, Treasurer, Camp Council, Camp Delegate and Alternate Delegate to State Encampment. The Camp Council shall be compiled of three members of the CAMP not holding the office of any of the other Elected Officer position. The appointed officers of the camp shall be Chaplain, Patriotic Instructor, Historian, Guide, Color Bearer, Guard, Graves Registration and Counselor.

Section B. The elected Camp Officers shall be elected at a regular or a special meeting of the Camp in the month of December. A majority vote of those present shall be required to elect all elected officers. The Camp Commander Elect shall appoint the non-elected officers prior to Installation of Officers.

Section C. The Camp Officers shall be installed at a Camp meeting no later than Jan 31st

Section D. Any vacancy which may occur in an elected office of the Camp shall be filled temporarily by the Officer next in rank. Such vacancy shall be approved for the un-expired term by the Camp Council or by the members at the next regular or special camp meeting.

Section E. No Junior or Junior Associate of the camp shall hold an elected or appointed office of the camp.

## ARTICLE VII: DUTIES OF CAMP OFFICERS

Section A. The Camp Commander should preside at all meetings of the camp, become familiar with all SUVCW forms that are utilized for conducting the business of the camp and insure that all reports are submitted to the Department by the specified times, represent the camp at community functions, become familiar with the By-laws of the Camp and Department, become familiar with the duties of the office as set forth in the Order's Ritual and Ceremonials and serve as liaison between the Camp and Department.

Section B. The camp Senior Vice Commander and Junior Vice Commander shall assist the Commander and shall perform such duties as outlined by National Job Descriptions for these elected officers. They shall preside over camp meetings in the absence of the Camp Commander.

Section C. The Camp Council shall devise and recommend measures for preserving and increasing funds of the camp, make its investments, leases and other contracts; secure a place meeting; settle and dispose of all disputed accounts between the treasurer and members of the camp; examine the books and other papers of the different officers, and at the end of each quarter render a complete report showing its transactions and the financial condition of the camp. The council, may fill any vacancy which may occur in an elected camp office with a majority vote of the Camp Council.

Section D. The Camp Secretary shall perform all duties pertaining to his office, keep all books of record, make duplicate quarterly reports to the Department Secretary on the 1st days of January, April, July and October upon forms prescribed by the National Order and furnished by the Department Secretary, showing all gains or losses in membership and the total membership;

and forwarding said report along with per capita tax to the Department Secretary on or before the 10th of the month. He shall ensure that a duplicate of the report is placed in the camp's file. He shall draw requisitions upon the camp treasurer for reimbursements of camp expenditures, and submit the same to the camp commander for his approval. He shall also provide a current copy of the camp membership list to the Camp Commander, Senior Vice Commander and the last Past Commander available.

**Section E.** The Camp Treasurer shall be accountable for receipt and disbursement of camp funds and have charge of its property not otherwise provided for; keep the accounts between the camp and its members; collect all moneys due the camp, given in all cases receipts therefore; notify all members in arrears by the first day of April that they are delinquent, provide monthly or quarterly and yearly financial reports to the camp membership and the fund balance in his hands. He shall make quarterly financial reports through the camp secretary to the Department Secretary. He shall exhibit the account books of the camp to any elected camp officer upon reasonable request; file all tax and other financial reports required of the camp, cause an audit to be performed on an annual basis; shall provide completed dues notices, to be sent by the Secretary, perform all duties that are incident to the office of the treasurer.

**Section F.** The Patriotic Instructor, Chaplain, Guide, Guard, Color Bearer and Counselor shall perform such duties as prescribed by the Ritual of the Order or directed by the Commander.

**Section G.** All officers of the camp shall upon their retirement from office turn over to their successor all property of the camp within thirty (30) days after leaving office.

## ARTICLE VII: MEETINGS

**Section A.** Regular meetings of the camp shall be held monthly throughout the year unless changed by the membership. At the minimum the camp should hold a meeting quarterly. The meeting of the camp shall be at such time and place as chosen by the Camp Commander. All regular meetings of the camp shall be held within the boundaries of the Department of Missouri.

**Section B.** Special meetings of the camp shall be called by the Camp Commander or be announced at the regular camp meeting.

**Section C.** Notification of Regular and Special meetings to the Members shall be the responsibility of the camp secretary. A minimum of five (5) days notice shall be given members for either Regular or Special meetings.

**Section D.** Special meeting of the elected camp officers may be called by the camp commander. All business conducted at said meeting shall require ratification by the camp membership at the next Regular or Special meeting of the camp.

**Section E.** A minimum of three (3) members or a minimum of 10% (whichever is larger) of the number of camp members shall be required to be present in order to conduct business at a Regular or Special meeting of the camp. Said members minimum shall not be composed of associates that exceed 49 % of those in attendance, pursuant to Article IV, Section A of the by-laws. All matters brought before the camp at a Regular or Special membership meeting shall be decided by a majority vote of those present and entitled to vote at said meeting with one exception, that being the election of camp council, delegates and alternate delegates who shall be elected by plurality vote.

**Section F.** Any members of the Auxiliary to the Sons of Union Veterans of the Civil War, the Women's Relief Corps, the Daughters of the Union Veterans of the Civil War, and the Ladies of the Grand Army of the Republic, may be admitted to the session of the camp only after



announcing their organization and proving membership in above named affiliate organizations.

Section G. All meetings of the camp shall have the United States Flag and the Camp Charter displayed.

Section H. All meetings of the camp shall be conducted by the guidelines of the Ritual of the Order and the current edition of Robert's Rules of Order, in that order.

## ARTICLE IX: COMMITTEES

Section A. Special committees may be created by action of the Camp Commander and shall be for the period of time designated in the creation thereof. Duties and responsibilities of the Special Committee shall be defined by the Camp Commander.

Section B. The Camp Commander shall serve as ex-officio on all Special Committees unless otherwise noted.

Section C. The Military Affairs Committee shall establish, maintain and coordinate communications between Camp Guard or SVR Unit with Sons of Veteran Reserve District #4 and its officers.

## ARTICLE X: BOOKKEEPING

Section A. The fiscal year of the camp shall begin on February 27 and end on February 26 of each year to correspond with Camp Date of Rank anniversary.

Section B. Annual financial statements of the camp, prepared in accordance with generally accepted accounting principles, that offers full general ledger accounting, shall be prepared shortly after the end of each fiscal year and be presented at March meeting. All financial statements and records shall be subject to an annual audit by the Camp Council; the results of which shall be reported to the camp meeting after the audit is conducted.

Section C. The camp may have a checking and savings account, and may establish such financial accounts as necessary for the camps welfare. Two members of the camp will have their names on the signature card on all accounts. Receipts are required for all expenditures in order to be reimbursed. Any camp expenditures may be reimbursed by check from the camp treasurer. All expenditures must be approved by camp prior to monies being spent. Members of camp may request the camp to reimburse them if camp approves the expenditure (accompanied by receipt) at the next camp meeting. Camp treasurer may transfer funds from one account to another in order to keep accounts balanced.

## ARTICLE XI: DISCIPLINARY ACTION

Section A. The Camp Commander shall have original jurisdiction over charges preferred against any member of the camp by another member of the camp.

Section B. Charges may be preferred for violation of duties and obligation to the Order and subordinate bodies, or the doing of anything tending to injure a veteran or brother of the Order or the Order itself.

Section C. Charges shall be made in writing and shall be addressed to the Camp Commander, Camp Commander shall send a copy of charges to the Accused within a reasonable time before the hearing. Reasonable time should not be less than twenty-one (21) days.

Section D. Upon filing of such charges the Camp Commander may appoint a Trial Commissioner who shall give at least five (5) days notice to the party preferring the charges and to the Accused by registered mail, and shall state in said notice the time and place of the

hearing. The Camp Commander or Trial Commissioner shall have the power to postpone or continue the hearing, subpoena witnesses and shall impartially ascertain all the facts relative to the issue, Trial Commissioner shall make a report with his recommendations in writing to the Camp Commander, and to the party preferring the charge and to the Accused. The Camp Commander shall then decide the issue. The Camp Commander shall report his decision to the camp members at the next or special meeting.

Section E. The sentence may be a reprimand, suspension from the rights and privileges for a given period of time, or expulsion from the Order. In addition, the convicted member may be required to reimburse the cost of the trial incurred by the camp.

Section F. An appeal can be made, by either the party preferring the charges or the Accused, to the Department of Missouri and shall be addressed to the Department Commander. The Department Commanders decision will be final and accepted without debate.

Section G. Charges preferred against the Camp Commander by a member of the camp shall be made in writing and addressed to the Department Commander and a copy delivered to the Camp Commander.

## ARTICLE XII. CAMP GUARD

The camp may have an independent military organization (Camp Guard) composed of members of the Sons of Union Veterans of the Civil War.

## ARTICLE XIII:

Included herein by reference and made a part of these Bylaws are the following rules and regulations, and any subsequent amendments or modifications thereto.

1. Constitution and Regulations of the Sons of Union Veterans of the Civil War.
2. Bylaws of the Department of Missouri, Sons of Union Veterans of the Civil War.

## ARTICLE XIV: DISSOLUTION AND DISPOSITION OF ASSETS

Section 1: In the case of surrender or forfeiture of the Camp Charter, all Camp Unit property and assets shall be turned over to the National Commander-in-Chief of the Sons of Union Veterans of the Civil War via the Department Commander of the affected Camp acting as his duly authorized representative to collect and hold all such property in trust for the National Organization, Sons of Union Veterans of the Civil War, an organization exempt from taxes under section 501(c)3 of the Internal Revenue Code.

Section 2: All property of the Camp/Department/Other Unit shall be held for the National Organization, Sons of Union Veterans of the Civil War, as a charitable trust that is held and used for the purpose for which the Order exists. Any such transfer or disposal within six months of disbandment or surrender of the Camp Charter without the written consent of the National Commander-in-Chief of the Sons of Union Veterans of the Civil War is prohibited. The property and funds of the Camp/Department/Other unit shall not be divided among its members.

Section 3: In the event the National Organization, Sons of Union Veterans of the Civil War, no longer exists, said property and funds shall revert to the benefit of the first and any remaining organization of the Allied Orders of the Grand Army of the Republic or in their absence, to the State archives of Missouri.

Section 4: Notwithstanding the above language, upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)3 of the

Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government for a public purpose.

#### ARTICLE XV: SUSPENSION OF BYLAWS

There shall be no suspension of these Bylaws during any meeting of the camp.

#### ARTICLE XVI: BYLAWS AMENDMENTS

These Bylaws may be amended at any meeting of the Camp by a 2/3 vote of the members present at the camp meeting, provided however that a copy of the proposed amendment has been submitted in writing to the Department Commander and the camp membership at the previous camp meeting.

#### ARTICLE XVII: CAMP AWARDS

Camp awards shall be given by the Camp Commander, as per recommendation of the Camp Council.

Date of Approval by Camp 08/09/2022



Date of Approval by Department Commander \_\_\_\_\_