

**CAMP BYLAWS**  
**FOR**  
**SGT. SAMUEL J. CHURCHILL CAMP NUMBER 4**  
**DEPARTMENT OF KANSAS**  
**SONS OF UNION VETERANS OF THE CIVIL WAR**  
**Lawrence, Kansas**



**DECEMBER 18, 2008**

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**SONS OF UNION VETERANS OF THE CIVIL WAR**  
**Department of Kansas**  
**Sgt. Samuel J. Churchill Camp No. 4, Lawrence, Kansas**

**BYLAWS**

**Article I. Preamble.**

**We, the descendants of the Soldiers, Sailors, and Marines who served in the Army and Navy of the United States of America during the War of the Rebellion of 1861 - 1865, have joined this Patriotic and Fraternal Order for the purposes and objectives set forth by the National Organization, Sons of Union Veterans of the Civil War, and in doing so pledge ourselves to commemorate our forefathers' deeds, render loyal service to our country, and to promote the maintenance of unqualified American citizenship with respect for, and honor to, the flag.**

**Article II. Name, Number and Location.**

Section 2.01 The official designation of the camp shall be **Sgt. Samuel J. Churchill Camp No. 4, Department of Kansas, Sons of Union Veterans of the Civil War**, hereafter referred to as the **Camp**.

Section 2.02 The official location of the camp shall be **Lawrence, Kansas**.

**Article III. Meetings:**

Section 3.01 **Regular Meetings.**

- (a) Meetings shall be held monthly on the **Third Thursday** of each month, unless otherwise directed by the Camp Commander.
- (b) Meeting location and time shall be announced by **Camp** orders.
- (c) A reasonable attempt shall be made to hold meetings at the same location each month. When it is necessary to temporarily change the meeting location or time, as much notice as is possible will be given to the membership.

Section 3.02 **Special Meetings.**

- (a) Special meetings shall be called, as necessary, by the **Camp Commander**, for the conducting of business which requires the presence of the membership.

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- (b) Special meetings shall only be used for major issues which directly affect the continued functioning of the **Camp**.
- (c) Special meetings of the **Camp** shall not be used to circumvent use of the **Camp Council**.
- (d) Notification of Special Meetings.
  - (i) A **Camp** order, transmitted either by mail or electronically, shall be used to notify brothers seven (7) days in advance of such a meeting, stating date, location, time, and item(s) to be covered.
  - (ii) If sufficient time does not exist to notify brothers by mail, an attempt will be made to contact brothers via telephone to inform them of the necessary details concerning the special meeting.
  - (iii) With voice approval from the **Camp Council**, a special meeting may be called with less than seven (7) days notice.

Section 3.03 **Quorum.** A quorum, for the purpose of conducting business of the **Camp**, shall consist of five (5) brothers or one-third (1/3) of the total number of current active brothers, whichever is less. Associates shall not make up more than forty-nine (49) percent of the attendance for a quorum to exist. Junior Members and Junior Associates shall not be counted in determining the minimum number of brothers required to establish a quorum.

### Section 3.04 **Conduct of Meetings.**

- (a) **Camp** meetings shall be conducted in accordance with of the **Rules and Regulations of the Sons of Union Veterans of the Civil War** and the rules contained in the current edition of **Robert's Rules of Order Newly Revised**. **Robert's Rules of Order Newly Revised** shall govern the **Camp** in all cases to which they are applicable and in which they are not inconsistent with these **Bylaws** and any special rules of order the **Camp**, **Department**, or **National Organization** may adopt.
- (b) The Ritual and Ceremonies of the Order are an integral and historic part of the Sons of Union Veterans of the Civil War. As such, all meetings shall be conducted as provided in the Rituals and Ceremonies of the Order, except when circumstances are prohibitive.

**Article IV. Dues and Fees:**

Section 4.01 **Annual dues:**

- (a) **Camp** dues cover the period from January 1 through December 31.
- (b) Annual dues shall be payable by **March 1** of each year to the **Camp Secretary**.
- (c) Annual **Camp** dues shall be Thirty dollars (\$30.00).
- (d) New brothers who join the **Camp** on or after July 1 shall pay one-half ( $1/2$ ) of the regular annual dues for that year.
- (e) **2001 Life Membership Program Participants.** **Camp** members who have been accepted as valid National Life Members under the National Life Membership Program established in 2001 shall have their **Camp** dues credited with an amount equal to the annual National Per Capita Dues.
  - (i) As an example, if the National Per Capita Dues are Eighteen dollars (\$18.00) and the Annual Camp dues are Thirty dollars (\$30.00), the Life Member will be required to pay only the difference between the two amounts (\$30.00 - \$18.00). In this example, Camp Dues would be Twelve dollars (\$12.00).
  - (ii) The Camp Treasurer will not submit National Per Capita for a member in this category. Department Per Capita will continue to be submitted.

**Pre-2001 Life Membership Program Participants.** **Camp** members are valid National Life Members under a National Life Membership Program established prior to 2001 shall be exempt from paying Camp dues. Prior to March 31 of each year, the Camp Secretary shall submit a request to the National Treasurer requesting payment from the National organization for these Life Members.

- (f) Brothers who do not desire to renew their membership may request an Honorable Discharge from the **Camp**. This shall be accomplished by notifying the Camp Secretary in writing no later than March 1.
- (g) Brothers who do not renew their membership, and who have not requested an Honorable Discharge from the **Camp** by March 1 will have their names submitted to the **Camp** at the regular March meeting for vote to issue them a General Discharge and be dropped from the rolls of the **Camp**.

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Section 4.02 **Application fee:** Application fee shall be a one time fee of Ten Dollars (\$10.00) for direct applications and as established by the National organization for internet applications. This amount is in addition to the annual dues amount.

Section 4.03 **Transfer fee:** The **Camp** shall not charge a transfer fee for brothers transferring into the **Camp**.

Section 4.04 **Fines:**

- (a) Fines have not been established.
- (b) Establishment of fines shall be approved by vote of the membership.

### **Article V. Salary or Compensation:**

Section 5.01 All officers serve in a voluntary capacity with the **Camp**. Payment of salary is not authorized for such service.

Section 5.02 Compensation for reasonable expenses related to the operation of the **Camp** shall be reimbursable, if previously approved by the **Camp Council**.

Section 5.03 Section 5.03 The Camp Secretary/Treasurer is authorized to expend up to Fifty dollars (\$50.00) without prior approval of the Camp Council, provided such expenditure is reported on the next Treasurer's report at the next Camp meeting.

### **Article VI. Special Funds:**

Section 6.01 Special funds have not been established.

Section 6.02 Special funds may be established by vote of the brothers, provided that any such establishment of a special fund must include the purposes of the fund, how it is to be maintained, how it is to be kept, how it will be disbursed, and when and how shall it be closed.

Section 6.03 Special funds, when created, shall be announced on **Camp** orders, to include the name of the fund, the purpose for which the fund is to be used, how the fund is to be maintained and kept, how it will be disbursed, and when and how the fund shall be closed.

**Article VII. Committees:**

**Standing and Special Committees** shall be announced by **Camp** orders. The order shall state the purpose of the committee, the membership of the committee, the period of time the committee is to be in existence, and how and when the committee will report its progress and/or final recommendations.

**Article VIII. Bonds:**

Officers shall perform without bond.

**Article IX. Suspension of Bylaws.**

Section 9.01 **Camp Bylaws** may be suspended by a two-thirds vote of the brothers present; provided the matter for which the **Bylaws** are being suspended does not conflict with the **Constitution and Regulations of the Sons of Union Veterans of the Civil War** nor the **Bylaws of the Department of Kansas**.

Section 9.02 Any such motion to suspend the **Bylaws** shall contain the provision to be suspended and the reason for such suspension.

**Article X. Inclusion of State and National Rules and Regulations.**

Section 10.01 Included herein by reference and made a part of these **Bylaws** are the following documents, and any subsequent amendments or modifications thereto:

- (a) **Constitution and Regulations of the Sons of Union Veterans of the Civil War,**
- (b) **Bylaws of the Department of Kansas, Sons of Union Veterans of the Civil War,**
- (c) **Job Descriptions for Camp and Department Officers, Sons of Union Veterans of the Civil War.**

**Article XI. Camp Awards.**

Section 11.01 Authorization for **Camp Awards** is provided. The name and type of awards shall be determined by the **Camp Commander**.

Section 11.02 A copy of the citation presenting any award to a **Camp** member shall be placed into the recipient's file with the **Camp Secretary**.

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Section 11.03 A copy of all citations shall be maintained in the **Camp** historical files.

### **Article XII. General.**

Section 12.01 **Associates.** Associates shall be authorized for membership within the **Camp** with no further restrictions placed on them, provided that the total number of Associates and Junior Associates who belong to the **Camp** does not exceed 1/3 of the total membership of the **Camp**.

Section 12.02 **Junior Members.** Junior Members shall be authorized for membership with the **Camp** with no further restrictions placed on them.

Section 12.03 **Junior Associates.** Junior Associates shall be authorized for membership within the **Camp** with no further restrictions placed on them, provided that the total number of Associates and Junior Associates who belong to the **Camp** does not exceed 1/3 of the total membership of the **Camp**.

### **Article XIII. Amendments to Camp Bylaws.**

Section 13.01 These **Bylaws** may be amended at a **Camp** meeting by a two-thirds (2/3) vote of the membership present at said meeting; provided that a copy of the proposed amendment has been submitted in writing to the **Camp** membership at the previous meeting.

Section 13.02 Any approved amendments to **Camp Bylaws** do not become effective until they have been approved by the **Department Commander**.

### **Article XIV. Repeal of Previous Bylaws.**

Section 14.01 All Bylaws previously adopted by the **Camp** are hereby repealed.

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**Bylaws, Sgt. Samuel J. Churchill Camp No. 4**

**Approval.**

These **Bylaws**, having been properly submitted to the membership of the **Camp**, and accepted by a vote of the membership of the **Camp** on the 13th day of December, 2003, are hereby approved. These Bylaws, will be placed into effect upon the approval of the **Commander, Department of Kansas**.

**APPROVED:**

/s/ Craig A. Sundell  
CRAIG A. SUNDELL  
Camp Commander

**ATTEST:**

/s/ Alan L. Russ  
ALAN L. RUSS, PDC  
Secretary

**APPROVED:**

12/18/2003  
Date

/s/ Kenneth P. Spurgeon  
Kenneth P. Spurgeon, PCC  
Department Commander

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**Approval.**

These **Bylaws**, having been properly submitted to the membership of the **Camp**, and accepted by a vote of the membership of the **Camp** on the 18th day of December, 2008, are hereby approved. These Bylaws, will be placed into effect upon the approval of the **Commander, Department of Kansas**.

**APPROVED:**

/s/ Michael G. Hadl  
Michael G. Hadl  
Camp Commander

**ATTEST:**

/s/ Alan L. Van Loenen  
Alan L. Van Loenen, PCC  
Secretary

**APPROVED:**

12/18/2008  
Date

/s/ Craig A. Sundell  
CRAIG A. SUNDELL, PCC  
Department Commander