



Pennsylvania Department
Sons of the Union Veterans of the Civil War
Office of the Department Commander
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December 29th, 2005

Series 2005-2006

Department Order No. 2
(To be Read in the Camp and Filed)

- 1) **Brothers on behalf of the Officers of the Department of Pennsylvania, please allow us to extend Greetings for a great Holiday Season and a prosperous New Year.**
- 2) **To the Brothers who have been or are about to be elected Officers of their Camps. You are being honored by your Brothers to guide them for the next year. I wish you all the best and offer any assistance that the Department Officers may be able to provide at any time.**
- 3) **For the out going Officers of their Respective Camps, you have done a great job in guiding your Camps. Please do not feel that although your term is over that your help is no longer needed. In fact your Camp will still need your guidance as it is very important to still be active in Camp business.**
- 4) **The below is from last year's orders and should still be followed:**

Camp Commanders and Camp Secretaries should be aware that Form #22 now has a space to fill in for a Camp Officers address, this was omitted before. Forms are available from the "Sons" National Web Site at www.suvcw.org, under the forms section. They are printable! Please find that this form should be printed with a copy going to the Department Sec./Treas. and another to be maintained at the Camp. This form is the Camp Officer Installation form and must be filled out in it's *entirety*. That means all Officers information, either elected or appointed *MUST have all* lines filled out. We need to know how to contact should that need arise.

Forms that are not filled out properly or in it's entirety can and will be sent back to the Camp to provide the information requested. The answer to the why questions is simple:

A: To know who the Officers are and how to contact them.

B: To make sure we can contact you either by USPS, phone or e-mail as news may have to be sent to a particular Officer.

C: It is a requirement

If you can not obtain a Form #22 from the internet, then you can have the Dept. Sec./Treas. send you a copy.

- (5) Please find that Form #22 also asks for the Camp to attach an updated Camp Roster. This is a *Full Camp Roster* of all current dues paying members and is required to be sent with Form #22. The Camp roster *Must* also include full name, current address, current phone number and current e-mail addresses of each member. If the Camp member does not have e-mail, then it is not required.

Camps that do not submit this information or that of Form #22 hence will not be current and will be placed under Suspension until the Department Sec./Treas. has received this information from you and the Department Commander lifts such suspension. This also means no Camp Meetings can occur, no business can be transacted and all Camp members will not be in good standing within the Order until the Camp suspension is lifted.

This action must take place as several Camps this past year did not supply this completed information, making it hard for the Dept. Sec./Treas. to complete his required tasks in the proper time frame. This also does not count his time to constantly try to contact those Camp Officers to obtain such completed forms and information.

We are all volunteers and have personal lives, however those who hold the Offices within the Camps must provide the required Forms and rosters so that we as an Order can function, so that we can COMMUNICATE with you. It is not just for us to make more work for the Camps and it's Officers, so please help, it is up to you!!

- (6) Camp Commanders and Camp Secretaries, if you are not sure of what dates these forms are required by, along with those for Per Capita, please contact:

Robert Graves, PCC
827 S. Jefferson St.
Apt. 4
Allentown, PA. 18103
610-434-1075
graves827@juno.com

Past Camp Officers should guide those who need your help in all Camp jobs and what needs to be accomplished.

The Department can not extend the time to get this done any longer then what is needed as we have to supply this same information of all Department Camps to the National Level. So if you hold your Department up, you in turn do the same to National. I also do not like to suspend a Camp either.

- (7) Some of you folks know that General Meade Camp #16 in Reading closed last year and many important documents and history were handed over to this Office. One of the most important documents turned over was that of the "Deed of Conveyance". This original document was signed by the last surviving member of the G.A.R., Albert Woolson. The text of this document can be read on our National Web site at www.suvcw.org.

The Department of Pennsylvania then turned over this document and several others over to then CinC Michaels at the Department Encampment in Scranton this past June so that all of the Brothers can enjoy what may have been lost forever, to all of us. So where does this bring us?

I am directing all Camp Commanders to compile an inventory of *ALL* Camp property that is held in trust for the S.U.V.C.W. This includes any and all documents and artifacts that are in Camp ownership. This to be submitted to the Department Sec./Treas. no later than May 31st, 2006.

We can not afford to lose our history and that of the Grand Army, so this is why I am sending this directive to you. Yes, it may require your time and that of your Camp, but as you have read above, we were happy to have such original documents come back into our hands and we want them around for those to see for years to come.

By Order of



ERIC J. SCHMINCKE
Department Commander

Attest:



Robert Graves, PCC
Department Secretary