

BY-LAWS
Ben Harrison Camp No. 356,
Sons of Union Veterans
of the Civil War.



Department of Indiana.
HEADQUARTERS,
Fort Friendly, 512 N. Illinois St.,
INDIANAPOLIS.

BY-LAWS

Ben Harrison Camp No. 356

Sons of Union Veterans
of the Civil War.

DEPARTMENT OF INDIANA.

ARTICLE I.

NAME—ELIGIBILITY.

Section 1. This Camp shall be known as Ben Harrison Camp, No. 356, Sons of Union Veterans of the Civil War, Department of Indiana, located at Indianapolis.

Sec. 2. All male descendants, whether through the paternal or maternal line, not less than sixteen years of age, of Soldiers, Sailors or Marines, who were regularly mustered and served honorably in, or who were honorably discharged from, the Army or Navy of the United States of America during the War of the Rebellion of 1861-65; and who have never been convicted of any infamous or heinous crime, or who have, or whose ancestors through whose membership is claimed, have never voluntarily borne arms against the Government of the United States of America.

ARTICLE II.

MEMBERSHIP.

Section 1. Each application for membership shall be made on the forms furnished by the Commandery-in-Chief and in compliance with the instructions printed thereon.

Sec. 2. The application shall be presented at a stated meeting, and be recommended by a member of the Camp, who shall vouch for his moral character and eligibility. It shall then be referred to a committee of three, for investigation and report, of which committee the member recommending, shall not be one.

Sec. 3. The committee shall make careful investigation of the facts set forth in the application, and the moral character and standing of the applicant, and shall recommend the election or rejection of the applicant by endorsement upon the application.

Sec. 4. After the reading of the report, a ballot with ball ballots shall be had. If, on account of the ballots deposited, three or more of them are black, the candidate shall be declared rejected. If a less number of black balls than above provided be cast, the candidate shall be declared elected, and no reconsideration of a ballot shall be had after the Commander has announced the result thereof. But should the result of a ballot be unfavorable, and the Commander suspect any mistake, he may, at his discretion, before declaring the

vote, order a second ballot, the result of which shall be final.

Sec. 5. If any applicant be rejected, his admission fee shall be returned, and he shall not again be eligible, in any Camp, until six months after such rejection. A second application may be made in the same form, and subject to the same conditions as the first.

Sec. 6. Each applicant, upon his election, shall at once be notified thereof in writing, by the Camp Secretary, and on presenting himself for membership, shall be properly initiated. But unless he present himself for initiation and is initiated or obligated within six months from the date of such notice, his election shall be void, and all moneys which may have been required by the Camp to accompany the application shall be forfeited to the Camp Treasury.

Sec. 7. A member elect shall pay before his initiation an admission fee of three dollars, which fee shall accompany the application, or he may pay five dollars in advance for his initiation fee and one year's dues. Upon his initiation he shall be presented with a lapel button, and shall subscribe to and receive a copy of the National Constitution and Regulations, and the By-Laws of the Camp, and the Camp Treasurer shall be charged with the responsibility of furnishing the same each meeting as needed.

Sec. 8. Any member of a Camp who is one year in arrears in the payment of his dues,

may, by a vote of the Camp, be dropped. Until his name is dropped from the roll, the Camp shall be subject to per capita tax on such member. A dropped member may be admitted into the Order in the same manner as a new member.

Sec. 9. A member may be dropped for the non-payment of fines and other financial obligations to the Camp in the same manner and form as provided for in the case of the non-payment of dues.

Sec. 10. A member holding a Camp or Department Transfer is not entitled to the password nor can he be admitted to the Camp or Encampment during sessions unless given permission by vote of said Camp or Encampment. He is a member of the Order for purposes of discipline only, and shall be considered honorably discharged if the card is not deposited with and accepted by some Camp within a year. A brother thus discharged can be admitted to membership again only in the same manner as an applicant for original membership.

ARTICLE III.

MEETINGS—QUORUM.

Section 1. The stated meetings of this Camp shall be held on the 1st and 3rd Tuesday evenings of each month, beginning at eight o'clock, except the months of July and August.

Sec. 2. Special meetings may be convened by the Commander whenever in his judgment the interests of the Camp demand it, or on the written request of not less than five members, the Commander, Senior or Junior Vice shall promptly issue a call for the same.

Sec. 3. The call shall specify the object for which the meeting is convened, and no business shall be transacted except that specified in the call.

Sec. 4. The use of ritualistic ceremonies in the conduct of meetings and initiation of candidates is optional.

Sec. 5. Any member of the Grand Army of the Republic, or honorably discharged soldier, sailor or marine, who served in the Union Army or Navy during the War of the Rebellion of 1861-65, members of the Auxiliaries to the Sons of Union Veterans of the Civil War, the Woman's Relief Corps, the Daughters of Union Veterans, the Ladies of the Grand Army of the Republic, and the Army Nurses may be admitted to the sessions of the Camp.

Sec. 6. After the business of any stated or special meeting has been transacted and the Camp closed, it shall not be re-opened except by general consent; but if any member has left the Camp room, it shall under no circumstances be re-opened, although the desire to do so may be unanimous.

Sec. 7. Five members shall constitute a quorum at any stated or special meeting.

Sec. 8. No cards or other games shall be indulged in by Camp members during Camp meeting hours, or while Camp is in session.

ARTICLE IV.

OFFICERS—ELECTION.

Section 1. The officers of a Camp shall be: Commander, Senior Vice-Commander, Junior Vice-Commander, three members of the Camp Council, Patriotic Instructor, Chaplain, Secretary-Treasurer, Guide, Color Bearer, Guards, Official Programmer, Musician, Historian and Press Correspondent. Neither Commander nor Secretary-Treasurer shall serve on the Camp Council.

Sec. 2. The Camp Commander, Senior and Junior Vice-Commanders, Camp Council, Secretary-Treasurer, Delegates and Alternates shall be elected at the first stated meeting in October by the Camp. A majority vote shall be required to elect all elective officers, except members of the Camp Council, Delegates and Alternates, who shall be elected by a plurality vote.

On assuming office, the Commander shall appoint all other Camp officers, and remove them at will.

Sec. 3. The officers of Camps shall be installed on the first regular meeting held after the first day of November in each year, or as soon thereafter as possible, by an installing officer appointed and commissioned by the De-

partment Commander upon the payment of the Camp per capita tax. Said installing officer shall forthwith make report upon the prescribed blanks furnished.

Sec. 4. Any vacancy which may occur in an elective office of a Camp shall be filled temporarily, by the officer next in rank. Such vacancy shall be filled permanently by election.

Sec. 5. A Camp may, by a two-thirds vote first giving five days' notice by mail, vacate the position of any elective officer who shall have been absent from six consecutive regular meetings without good cause, and such vacancies shall be filled in the same manner as other vacancies,

The Camp may likewise impeach and remove from office by a two-thirds vote any officer for immoral conduct or for any abuse in office or dishonorable practice of any kind.

ARTICLE V.

DUTIES OF OFFICERS.

Section 1. The Commander shall preside at all meetings of the Camp. He shall decide all questions of order without debate, subject, however, to an appeal to the Camp. It shall be his duty to detail all officers and appoint all committees not otherwise provided for, approve all orders or requisitions made on the Treasurer or Camp Council for appropriations of money, or any property of the Camp, and

perform all othes duties pertaining to his office.

Sec. 2. The Senior Viece-Commander and Junior Vice-Commander shall assist the Commander and shall perform such duties as pertain to their office.

Sec. 3. The Camp Council shall devise and recommend measures for preserving and increasing the funds of the Camp; shall make its investments, leases and other contracts; secure a place of meeting; settle and dispose of all disputed accounts between the Treasurer and members of the Camp; examine and pass upon all accounts and bills incurred by any officer or committee of the Camp; examine the books, vouchers and other papers of the different officers, and shall at the end of each quarter. render a complete report showing its transactions and the financial condition of the Camp.

Sec. 4. The Secretary shall perform all duties pertaining to his office, keep all books of record, shall make duplicate quarterly reports to the Department Secretary on the first days of January, April, July and October, upon the forms prescribed by the Commandery-in-Chief and furnished by the Department Secretary, showing all gains or losses in membership and the total membership, one copy of which shall be forwarded together with the per capita tax, covering the entire membership, due from the Camp, to the Department Headquarters, on

or before the tenth day of the month, the other copy to be placed on file in the Camp. He shall draw all requisitions upon the Treasurer for expenditures of money, upon the order of the Camp, and submit the same to the Commander for his approval, keeping a book for that purpose.

Sec. 5. The Treasurer shall hold funds of the Camp and have charge of its property not otherwise provided for; He shall pay out the said funds upon requisition in due form from the Secretary, approved by the Commander; shall keep the accounts between the Camp and its members; shall collect all moneys due the Camp, giving in all cases receipts therefor; shall notify all members in arrears; and at the next stated meeting after the close of each month, render to the Camp a detailed account of the transactions of the month, and the money balance in his hands. He shall make a quarterly report to the Department Secretary, and shall perform all such other duties as pertain to his office.

Sec. 6. The Patriotic Instructor, Chaplain, Guide, Color Bearer, Guards, Official Programmer, Musician, Historian and Press Correspondent shall perform such duties as are prescribed by the Ritual of the Order or indicated by the official blank forms or as directed by the Commander.

Sec. 7. Each Camp shall have a Welfare Committee to be appointed by the Camp Com-

mander who shall serve during the year. This Committee shall consist of one member for each ten members of the Camp with a minimum of three; the Chairmau to be designated by the Camp Commander.

It shall be the duty of the Welfare Committee to assist in maintaining the membership upon a good standing basis of each member; to actively assist in obtaining new members by preparing lists of eligibles; to suggest to the Camp means of creating and maintaining interest in its meetings and such other matters as may be of value to the Camp; and to assist members of the Camp requiring aid in obtaining employment.

Sec. 8. The Camp Secretary and Camp Treasurer shall make no reports to Department Headquarters or otherwise, and take no steps to contract bills or to pay out any money until the same has been presented to the Camp in regular meeting assembled, and approved by vote of the Camp, and no advance authority shall be voted to any officer or officers to to contract bilis or to pay out funds of the Camp for anything. In case there is not time for Camp meeting, then the approval in writing of the Camp Council shall first be obtained.

Sec. 9. All Camp officers are expressly forbidden from dropping the names of any member or members from the rolls without the Camp has first voted to do so in regular meeting assembled, and only then when he is one

year in arrears for his dues, fines or assessments, or has died, or has been expelled from the Order.

Sec. 10. All officers shall within one month after their installation, commit to memory their responsive parts in the ritual work of initiation by short form, and the opening and closing of the Camp.

Sec. 11. The Secretary-Treasurer of the Camp shall give \$500.00 bond, to be held by and running to the Camp Council and subject to the approval of the Camp Commander. The Camp Council or any other officer handling money may be required at any time to give bond.

Sec. 12. There shall be selected by the Camp Commander a team, whose duty it shall be to assume the stations and initiate candidates. They shall commit to memory the long form of initiation and they may use such of the optional form as they may decide upon.

ARTICLE VI.

FINANCES, DUES AND PER CAPITA TAX.

Section 1. The initiation fee of this Camp shall be Three Dollars.

Sec. 2. Members joining by transfer card shall pay a fee of Two Dollars, and dues beginning the first quarter after the transfer card is accepted.

Sec. 3. The dues of this Camp shall be

\$3.00 per year, payable in advance, and delinquent for the year at the end of the last day thereof.

Sec. 4. Camps must purchase all official supplies from Department Headquarters.

Sec. 5. The per capita tax to the Department is 20 cents per quarter per member reported in good standing. Prompt payment entitles the Commander to a new pass-word and countersign in January and July of each year.

Sec. 6. The Camp pays to the Department \$1 00 on each new member taken in that never before belonged to the Order.

Sec. 7. When a brother is unable by reason of sickness or misfortune to pay his dues, fines or assessments, they may be remitted to him, in whole or in part, on the investigation and favorable report of the Camp Council or a special committee appointed for that purpose by a two-thirds vote of the members present and voting at a stated meeting of the Camp.

Sec. 8. The Camp shall have the right by a two-thirds vote at any regular meeting, to levy an assessment upon its membership for any worthy cause recommended by the Camp Council,

Sec.9 . The Camp Commander, on recommendation of the Camp Council, may impose fines upon Camp officers, special committees or members for neglect of duty, under Camp By-Laws, National Constitution and Regulations and the obligation and oath of office.

Sec. 10. Self-constituted committees of one or more of our members to collect money from or sell tickets to our membership, or people outside of our membership for the benefit, either directly or indirectly, of our Camp or Auxiliary, or any of their functions, is expressly forbidden unless authorized by vote of the Camp in regular meeting assembled. All such collections and money transactions of every kind in which the Camp is interested shall be reported in detail to the Camp Secretary-Treasurer and entered on his books, including all expenses incidental thereto, and the funds shall pass through the Camp Treasury unless otherwise authorized.

ARTICLE VII.

RELIEF COMMITTEE—DUTIES.

Section 1. The Senior Vice-Commander, Junior Vice-Commander and Treasurer shall constitute the Visiting and Relief Committee of the Camp, and the Senior Vice shall be the Chairman and the Treasurer the Vice-Chairman.

Sec. 2. It shall be the duty of the Relief Committee, on ascertaining that a brother is sick, disabled or in distress, within the jurisdiction of this Camp, to cause one of their members to visit him without delay, and shall report their action in the case to the Camp at each meeting until the disability of the brother is removed, and they shall report to the Camp

the amount of expenditures they may consider necessary for the Camp to make on his behalf. They shall be the medium for executing any and all provisions made by the Camp for the care and comfort of its sick members.

ARTICLE VIII.

FUNERALS.

Section 1. Upon the death of a member in good standing, the Commander or his representative, or some member of the Relief Committee under his direction shall call upon the relatives of the deceased brother and ascertain what action of the Camp would be agreeable to them, and shall report at once to the Commander, who shall order such action as he may deem advisable; provided, that the expense incurred thereby shall not exceed the sum of Five dollars.

Sec. 2. Each member of the Camp shall consider it his sacred duty to pay the last honor to a deceased brother of the Camp by attending his funeral.

ARTICLE IX.

FURTHER PROVISIONS.

Section 1. Our representation in Department Encampments shall be our sitting Camp Commander and all Past Camp, Department and National Commanders in good standing, one delegate-at-large and one additional delegate for every twenty-five members, or major fraction thereof, based upon the report for the

quarter ending September 30th (next preceding Encampment.) The Commander of the Camp shall be chairman of the body of delegates and representatives from this Camp to all Department Encampments; provided, that in his absence the voting representatives present may select one of thier number as chairman. All vacancies in the delegate representation of the Camp at any Department Encampment may be filled by the chairman of the delegation.

Sec. 2. No money shall be voted out of the funds of this Camp except as hereinbefore provided, unless it be by a two-thirds vote of all the members present at a regular meeting.

Sec. 3. All By-Laws, Resolutions and the Regulations heretofore enacted by this Camp for its government are hereby repealed.

ARTICLE X.

AMENDMENTS.

Section 1. Notice of any proposed amendment or redraft of these By-Laws shall be offered in writing at a regular meeting, signed by three members in good standing, be read and laid over until the next meeting, when, by a two-thirds vote of the members present, the proposed amendment, if passed and approved by the Department Commander, shall be in full force and effect and entered on the minutes of the Camp, provided, that changes in the time and place of meeting may be done by majority vote at any regular meeting.

Your committee would respectfully recommend the foregoing as the authorized By-Laws of this Camp. Executed in triplicate.

Fraternally submitted,
NEWTON J. McGUIRE, Chairman,
RUFUS O'HARROW,
ALBERT L. PAULEY,

Committee.

Adopted at a regular meeting of the Camp, held Tuesday evening, October 2, 1928, and ordered printed.

FARLEY C. KING,
Junior Vice and acting Camp Commander.

Attest:

RALPH T. MORSE,
Camp Secretary,

Examined and approved, November 20, 1928.

CHARLES S. SCULL,
Department Commander,
Princeton, Ind.



S. R. COOK. Printer,
Indianapolis.