

# **Constitution and By-Laws**

## **Sons of Confederate Veterans**

### **Judge Roy Bean Camp # 2298**

#### **Article I – Name**

The name of this organization shall be Judge Roy Bean Camp.

#### **Article II – Object**

To associate in one united, compact body of men of Confederate ancestry, and to cultivate, perpetuate and sanctify the ties of fraternity and friendship entailed thereby; to aid and encourage the history and achievement from Jamestown to this present era, constantly endeavoring that the events of the War between the States and the heroic contributions of the Confederate soldiers of Texas are authentically and clearly written, and that all documents relics and momentous produced and handed down by those active participant therein are properly treasured and preserved for posterity; to aid and assist in the erection of suitable and enduring monuments and memorials to all Southern valor, civil and military, whenever done and wherever found; to instill into our descendants a devotion to and reverence for the principles represented by the Confederate States of America, to the honor, glory and memory of our fathers who fought in that Cause.

#### **Article III – Membership**

Section 1: All male descendants, lineal and collateral, at least twelve years of age, of those who served in the Confederate Army or Navy to the end of the war, or who died in prison or while in actual service, or who were killed in battle, or who were honorably discharged, shall be eligible for membership, provided no member under sixteen years of age shall have the right to vote.

Section 2: No one shall be admitted to membership until satisfactory proof of the foregoing qualifications be submitted in duplicate on official blank applications prepared for the purpose, such applications bearing recommendation by a member in good standing of Judge Roy Bean Camp. The original shall be preserved by the Camp and the duplicate shall be forwarded to General Headquarters, Sons of Confederate Veterans.

Section 3: All applications for membership in Judge Roy Bean Camp, received by the Adjutant, shall be reviewed by the Commander. The Commander may submit the applications to a confidential, three man membership committee, appointed by him to pass approval of three-fourths of the membership, will be granted full membership in the Camp.

Section 4: Annual dues must be submitted with completed applications to the Camp Adjutant

Section 5: Membership in the camp shall be: Active membership herein set forth.

Section 6: Active membership in the Camp is membership in the General Organization of Sons of Confederate Veterans.

Section 7: Any member in good standing in the Camp, removing from the Camp, shall be entitled to a certificate from the Camp Adjutant stating his membership and duration thereof.

Section 8: Applications for membership in the Camp must be read at a regular meeting of the Camp. Upon reading of the application, membership in the Camp will be extended only after receiving two-thirds vote of acceptance by the membership present.

Section 9: An Associate Membership in the Camp may be extended to an individual who would otherwise qualify in membership in the Sons of Confederate Veterans excepting the requirement of descendency from a person who served in the Confederate Armed Forces.

The Associate Membership shall be non-voting and must be approved by two-thirds of the Camp members present and entitle to vote at any Camp meeting. An Associate Member cannot serve as officer of the Camp as defined in Article VIII – Officers, but may serve in any other elected or appointed position, if so elected or appointed. Dues for the Associate Membership shall be set pursuant to the provision in Article V – Dues.

#### **Article IV – Nature**

The Judge Roy Bean Camp shall be strictly historical and benevolent, non-political and non-sectarian.

#### **Article V – Dues**

Section 1: The annual dues to the Camp shall be set annually by the Executive Committee. Such amount subject to approval by the membership at the Annual Meeting.

Section 2: Members in arrears four months in payment of dues shall be classed as delinquent, and six months in arrears shall automatically impose suspension. Payment of all back dues within one year, together with all additional levies for that year, shall permit reinstatement to active membership. A member delinquent one year or more shall only be reinstated upon vote of the Camp and payments of all amounts due by him to the Camp.

#### **Article VI – Meetings**

Section 1: Annual Meeting. The annual meeting of the Camp shall be in December of each year on a date determined by the Executive Committee. If the annual meeting shall not be held at the time fixed, it shall be held within a reasonable time thereafter, and the officers shall hold over until their successors have been elected.

Section 2: Regular Meetings. The time, frequency and location of regular Camp meetings during which the transaction of ordinary business transpires shall be determined by a two-thirds vote of the Camp members present and entitled to vote at any regular or special Camp meeting.

Section 3: Special Meetings. A special meeting of the Camp may be held at any time upon call of the

Commander. The Commander shall also call a special meeting upon demand in writing, stating the object of the proposed meeting, and signed by not less than 20 percent of the members entitled to vote. Notice of the time, place and object of any special meeting shall be given all officers and members in good standing, in writing by United States mail, not less than seven days prior to the fixed date for holding of the meeting. The place of such special meeting shall be fixed by the Executive Committee.

Section 4: Quorum. Two-thirds of the Camp members present and entitled to vote at any Camp meeting shall be considered a quorum.

Section 5: Rules of Procedure. The rules of procedure at any Camp meeting shall be those set forth in Robert's Rules of Order, revised, except wherein they may be revised by the Camp.

#### **Article VII – Officers of the Executive Committee**

Section 1: The officers of the Camp shall be Commander, 1st Lt. Commander, 2nd Lt. Commander, Adjutant/Treasurer, and as voting members of the Executive Committee, the immediate past two Commanders, or in the absence of either of these two, the next in line chronologically of either of the past Commanders in attendance at a regular meeting of the Executive Committee, except that no past Commander shall be a member of the Executive Committee who has failed to maintain in good standing in the camp. In the event of a shortage of members willing and able to serve as officers, the office of 2<sup>nd</sup> Lt. Commander and

Adjutant/Treasurer may be merged by approval of a majority of the membership in its regular annual membership meeting. In such event the man occupying the two offices concurrently shall, however, have but one vote on the Executive Committee. The Commander and other members of the Executive Committee, excepting past commanders, shall be elected by a majority vote of the members in good standing present at the biennial business meeting of the Camp. The vote, upon request by any member, shall be taken by paper ballot. Officers of the Executive Committee shall be elected for a term of one year, or until their successors are elected. Officers elected to the Executive Committee shall take office at the first meeting of each biennial year, following their election.

Section 2: Staff officers of the Camp, in addition to those members of the Executive Committee named in Section 1 shall be, subject to their availability and willingness to serve, Judge Advocate, Quartermaster, Surgeon, Chaplain, Color Sergeant and Historian. These officers will be appointed by the Commander subject to the approval of a majority of the Executive Committee. They may be replaced for failure to serve conscientiously by the Commander; otherwise they will serve during the term of service of the Commander. The Commander, may at his discretion, however appoint the same man to two of these offices simultaneously, subject to approval of the majority of the Executive Committee.

Section 3: Meetings of the Executive Committee shall be held at any time and place as the Commander may determine. Meetings may be called at any time on demand, in writing to the Commander by three members of the Executive Committee.

Section 4: Three members of the Executive Committee shall constitute a quorum.

Section 5: Resignation of any officer may be accepted by majority vote of the remaining members of the Executive Committee.

Section 6: When an office is vacated as a result of death, resignation or removal, the Commander shall appoint a successor, upon recommendation of the Executive Committee, such successor to hold office until the next annual meeting.

#### Article VIII – Officers

Section 1: Commander – The Commander shall preside at all meetings of the Camp and Executive Committee. He shall be a member of ex-officio of all regular and special committees, and shall perform all such other duties as usually pertain to the office.

Section 2: First Lieutenant Commander – The First Lieutenant Commander shall perform the duties of the Commander in his absence or at his request. He shall serve as program chairman, securing guest speakers and presentations for Camp functions.

Section 3: Second Lieutenant Commander – The Second Lieutenant Commander shall perform the duties of the Commander in the absence of the Commander and First Lieutenant Commander. He shall be responsible for the enlistment of new members. He shall maintain and adequate supply of SCV brochures and applications to accomplish recruitment of new members. He shall constantly strive for an active, growing membership. He shall prepare and distribute to the membership in good standing a roster of members, their addresses and phone numbers.

Section 4: Adjutant – The Adjutant shall conduct all official correspondence pertaining to the proper preparation and forwarding of all reports required of the Camp to SCV Headquarters. He shall notify all members of special meetings. He shall keep a true record of all meetings of the Camp and have custody of the books and paper of the Camp, except the Treasurer's books of account. He shall be keeper of the Camp Seal. All applications for membership, initiation fees and first year dues shall be made to the Adjutant. He shall be responsible for the ordering of all items necessary for operation of the Camp. He shall maintain adequate stock of SCV membership pins, decals and applications.

Section 5: Treasurer – The Treasurer shall have charge of all funds of the Camp and place the same in such bank or banks as may be approved by the Executive Committee. Such money may only be withdrawn by check signed by the Treasurer. He shall keep an accurate account of all his transactions and render a detailed report to the membership at any meeting when requested. He shall present a detailed report, in writing, of income and expenditures at the annual meeting. Bills paid by the Treasurer shall have received approval by members of the Executive Committee. He shall be responsible for the collection of dues and fees, taking proper note of the paying member, his address and other information necessary in the maintenance of Camp records and posting such information with the Adjutant.

Section 6: Judge Advocate – The Judge Advocate shall advise the officers and Executive Committee on all legal matters including the construction and interpretation of the SCV General Constitution and Camp By-Laws. He shall serve as parliamentarian at both regular and special meetings. Upon direction of the Commander, he shall conduct investigations into charges or challenges brought against Camp members. He shall perform such other duties as are usually incident to the office. In the absence of a Judge Advocate, the Commander shall appoint an officer of the Executive Committee to conduct investigations into charges or challenges brought against Camp members.

Section 7: Quartermaster – The Quartermaster shall be responsible for the procurement of meeting sites and arrangements incident to the preparation for regular, special or social meetings of the Camp, such sites and arrangements subject to the approval of the Executive Committee. He shall be responsible for the operation of Camp stores, maintaining adequate stocks and other items necessary for efficient operations. He shall account to the Commander as to expenditures.

Section 8: Surgeon – The Surgeon – the Surgeon shall be responsible for the establishment and observance of ceremonial forms and courtesies of the Camp. Upon direction of the Commander or the Executive Committee he shall issue announcements to the public concerning the Camp, its members and activities. He shall be familiar with basic techniques of first aid and shall stand ready to administer basic medical assistance when called upon at meetings and functions of the Camp.

Section 9: Chaplain – The Chaplain shall provide spiritual guidance for the Camp. He shall represent the Camp in times of bereavement. He shall periodically report to the Commander concerning the well-being of the members confined by illness. In the event of a member's death, he shall immediately notify the membership. He shall be responsible for the procurement of flowers, wreaths or such other items incidental to the accomplishment of his duties.

Section 10: Color Sergeant – The Color Sergeant shall maintain and safeguard the Camp colors. He shall issue the proper display of colors at all functions of the Camp and will lead members into salutes of the colors. He shall appoint aides to assist in the performance of his duties.

Section 11: Historian – The Historian shall keep and maintain a written record of the Camp, its officers and members, and its accomplishments during his tenure of office. He shall be responsible for the collection of photographs, newspaper clippings and such other items as necessary for proper recording of Camp history. All items will be affixed in a bound volume to ensure preservation.

Section 12: Executive Committee – The Executive Committee shall:

- a) Approve or disapprove all bills presented to the Treasurer for payment;
- b) Sit in judgement in all disciplinary matters
- c) Authorize and approve all meeting sites and arrangements
- d) Rule on all questions regarding the election eligibility and conduct of members

e) When in interest of the Camp, transact business on behalf of the members.

## **Article IX – Awards**

Section 1: The Executive Committee shall be responsible for the creation and administration of a program of awards presented to Camp members and non-members deemed worthy of recognition.

Section 2: The Executive Committee shall review and authorize the presentation of certificates and awards except Commanders Commendations and Resolutions of Respect which are reserved to the Commander.

## **Article X – Suspension or Expulsion**

Section 1: Any member may be suspended or expelled from the Camp for cause, such cause being sufficient by the Executive Committee by two-thirds affirmative vote of its members of the Committee present at any regular meeting. Cause for disciplinary action shall be:

- a) Disloyalty
- b) Neglect or duty
- c) Dishonesty
- d) Conduct unbecoming a member of the Sons of Confederate Veterans
- e) An act repugnant to the SCV Constitution or determined to the objects and purpose of the Confederation.

Section 2: No vote on suspension or expulsion may take place unless at least fifteen days' notice in writing, shall be given to the charges preferred and of the time and place of the meeting of the Executive Committee at which such charges will be considered. The notice must be delivered to the member by registered mail. At such meetings the member under charge shall be accorded a full hearing.

Section 3: The Executive Committee shall provide for true and accurate recording of all proceedings of such hearings.

Section 4: Any officer may be removed by two-thirds vote of the members in good standing, present at any special meeting called for that purpose. No vote on removal may be taken unless at least fifteen days' notice, in writing, shall be given to the officer of the reasons for removal and of the time and place of the special meeting at which such ballot as to his removal shall be taken. The Executive Committee, upon majority vote, may suspend the officer pending outcome of this special meeting. At such meetings, the officer shall be given a full hearing.

Section 5: Charges against any officer or member may be preferred by any member in good standing, shall be in writing, clearly stating the facts relied upon and accompanied by all affidavits or exhibits which are to be used in their support, such charges shall be filed with the Adjutant, who will immediately notify the Commander. The Commander will call a meeting of the Executive Committee to hear the charges. The Adjutant will give at least fifteen day's written notice of the meeting to each member of the Executive Committee and to the accuser and to the accused, which notice shall be in writing and include a true copy of the charges and of the supporting affidavits and exhibits.

Section 6: Any member suspended or expelled by the Executive Committee may appeal to the full membership of the Camp. Such appeal shall be made in writing to the Adjutant who will notify the Commander. The Commander will call a special meeting of the Camp for the purpose of acting on the appeal. The Adjutant shall give at least fifteen days' notice in writing to all members of the Camp in good standing stating the date, time and place and reason for such special meeting. At the meeting of the full Camp, the Adjutant will read the original charges, the supporting affidavits, and will read or display the accompanying exhibits and affidavits and will read the minutes of the special meeting of the Executive Committee at

which the charges were heard and action taken. A full hearing will be given to the accuser and accused. A vote will be taken by ballot of the members in good standing present and two-thirds vote shall be required to reverse the action of the Executive Committee.

Section 7: Any member who has been suspended or expelled, and having exhausted the foregoing appeals procedures, has the right to appeal to the General Executive Council, Sons of Confederate Veterans, the decision of which shall be final. A member expelled by the Camp is ineligible for membership in any other Camp of the Confederation.

#### **Article XI – Prohibitions**

Section 1: No discussion of political or religious subjects, nor any political action, nor endorsing of aspirants for political office, shall be permitted.

Section 2: No assessment shall be levied upon Camp members other than annual dues and initiation fees, except by resolution of the general membership.

Section 3: Proxy voting shall not be permitted in the conduct of Camp elections or business.

Section 4: A Compatriot should at all times during an annual meeting, monthly meeting, special meeting or executive committee meetings refrain from using the term “Civil War” when referring to the war between 1861 – 1865. Compatriots may use the term, “War of Northern Aggression” or “War Between the States”.

#### **Article XII – Official Ladies**

The Camp Commander may appoint only the following ladies to represent the Camp: Matron of Honor, Chaperon, Sponsor and three Maids of Honor.

#### **Article XIII – Official Observances**

The Camp shall religiously observe the celebration of Memorial Day.

#### **Article XIV – Amendments**

Any proposed amendments to this Constitution and By-Laws may be introduced by any member of the Camp at any regular meeting or special meeting called for that purpose. A vote may be taken upon the proposed amendment provided a copy of the intended amendment has been sent to each Camp member in good standing, by United States Mail, at least ten days previous to the meeting. A two-thirds vote of the members present, by ballot, will be necessary to pass or reject.