

# **CHARTER OF THE FLORIDA DIVISION SONS OF CONFEDERATE VETERANS**

We, the undersigned, members of the Florida Division, Sons of Confederate Veterans, in Convention assembled in Lakeland, Florida, on June 13, 1981, do hereby agree to and adopt, the following Charter:

## ***ARTICLE I - NAME***

The name of this organization is the Sons of Confederate Veterans, Florida Division, Inc.

## ***ARTICLE II - PURPOSES***

1. To support and defend the Constitution of the United States of America, largely written by Southerners, as the Magna Charta of our liberties.
2. To preserve our Southern heritage and the memory of our heroic Confederate ancestors, who by their sacrifice perpetuated unto us and our descendants that heritage of valor, honor, and patriotism, which we now hold and venerate.
3. To diligently seek to increase the membership of the Sons of Confederate Veterans in all existing Camps of our organization in the State of Florida.
4. To diligently seek to establish Camps of the Sons of Confederate Veterans in all those cities and towns of the State of Florida which do not now have such Camps.

## ***ARTICLE III - QUALIFICATIONS OF MEMBERS***

The membership of the Sons of Confederate Veterans, Florida Division, Inc., shall consist of all persons who are members in good standing of Camps of the Sons of Confederate Veterans in the State of Florida and all those persons who shall, in the future, become members in good standing of Camps of the Sons of Confederate Veterans in the State of Florida.

- A. A special membership category is available for non-qualified individuals at CAMP LEVEL ONLY. Non-qualified status pertains to one with no proven Confederate veteran ancestor, one who has difficulty identifying a Southern heritage, or one who has no Southern heritage.
- B. The non-qualifying individual, hereinafter known as a "CONFEDERATE LEGIONNAIRE", may affiliate with a Camp of his choice, provided an invitation is extended by the Camp. He may be assessed CAMP DUES ONLY. He may be issued a Camp membership card, with his membership status clearly imprinted thereon. He may

attend Camp and Division meetings and activities. He may separately subscribe to *The Florida Blockade Runner*, and *Confederate Veteran* magazine.

C. The "CONFEDERATE LEGIONNAIRE" may NOT VOTE on any Camp matter or business. His name MAY NOT APPEAR on official Division or National Rosters. He MAY NOT WEAR official SCV personal accessories, i.e.: membership pins, medals, ribbons, etc. HE MAY NOT HOLD OFFICE.

D. *The Florida Blockade Runner* circulation manager will affix a symbol to the "CONFEDERATE LEGIONNAIRE" subscriber's name, to avoid counting him as an official member. E. The Sons of Confederate Veterans offers a special membership category, known as "Cadet" membership, which is available to Camps as an elective option. "Cadet" members within the Florida Division may subscribe to *The Florida Blockade Runner* upon payment of a discounted subscription fee of \$5.00 (Five Dollars), due and payable at the time of joining, and annually thereafter with their renewal of National dues. Camp Adjutants shall inform the Division Adjutant whenever they are adding a "Cadet" member to the Division rolls or paying a subscription fee on behalf of a "Cadet" member.

#### **ARTICLE IV - OFFICERS**

1. Elective Officers of the Sons of Confederate Veterans, Florida Division, Inc., shall be: Commander, five Lieutenant Commanders (I-V), Brigade Commanders, Adjutant and Treasurer. The remaining Officers including (but not exclusively) the Chief of Staff, Judge Advocate, Quartermaster, Parliamentarian, Chief of Protocol, Chaplain, Inspector, two Historians, Surgeon, Genealogist, Editor and Assistant Editor of *The Florida Blockade Runner* will be Appointed by the Division Commander. Duties of Appointees will, to the extent possible, follow the qualifications in Section 12 of the SCV Standing Orders. An Assistant Adjutant may be appointed at the discretion of the Division Commander. In the event of the death or resignation of the Commander or any of the Lieutenant Commanders, the Lieutenant Commanders will advance one position and the Division Commander will appoint a new fifth Lieutenant Commander. The officers advanced or appointed will serve in that position until the next scheduled election in an even numbered year. In the event of the death or resignation of any other elected or appointed officer, the Division Commander will appoint a replacement to serve until the next scheduled election in an even numbered year.

2. Each Division Convention, with due consideration being given to the recommendations of the new Division Commander, shall subdivide the state of Florida into such Brigades as it deems advisable. Each Brigade Commander will appoint an Inspector (second in command) and an Adjutant to assist him in his duties. To the degree possible, the Brigade Commander, Inspector and Adjutant shall be from different Camps.

3. These officers shall be elected at the annual state meeting of this organization, falling in the even numbered years (1996,1998,2000...) and shall serve a two year term. These officers shall serve until the next annual state meeting falling in an even numbered year, or until their successors are elected and qualified.

4. The Commander may appoint such other Officers and Committees as he may deem necessary to carry out the purposes of this organization.

## **SUBSECTION I**

1. Duties of the Division Adjutant shall include:

A. The Division Adjutant shall be responsible for the administration of the policies and mandates of the Division Executive Council and of the Division Commander; within established guidelines and Standard Operating Procedures.

B. The Division Adjutant shall conduct general correspondence on behalf of the Division as necessary or at the direction of the Division Commander.

C. The Division Adjutant shall keep accurate records of the proceedings of the Division Reunion and other Division meetings as may be necessary.

D. The Division Adjutant shall keep a roll of the Division Camps and membership therein, including Confederate Legionaries, using Division supplied software and the official Division Database.

E. The Division Adjutant shall collect and accurately record annual dues payments from Division Camps and forward payment instruments to the Division Treasurer for deposit to the appropriate accounts.

F. The Division Adjutant shall serve on the Division Standard Operating Procedures Oversight and Review Committee.

G. The Division Adjutant shall provide an oral and written report at the annual Division Reunion regarding his adjutant activities during the year.

H. The Division Adjutant shall provide written reports, in a timely manner not to exceed seven (7) calendar days, on all Division Executive Council Meetings to the Division Commander.

I. May be assigned to prepare all Division Awards and Certificates for the Division Commander.

J. May be assigned to assist the Division Commander during all Division Awards Ceremonies.

K. The Division Adjutant shall be responsible for the publication of programs and agendas for Division Reunions and other Division Meetings as directed.

L. The Division Adjutant shall be responsible for logistical coordination for the Division Staff at Reunions and other Division meetings, as directed.

M. The Division Adjutant shall plan, coordinate and conduct a breakout session at the annual Division Reunion on topics related to the duties of an adjutant.

N. The Division Adjutant shall perform such other duties as are usually incidental to the office.

O. The Division Commander may assign additional duties and responsibilities to the Division Adjutant as business needs dictate.

2. Duties of the Division Treasurer shall include:

A. The Division Treasurer shall be responsible for the administration of the fiscal policies and mandates of the Division Executive Council and of the Division Commander; within established guidelines and Standard Operating Procedures.

B. The Division Treasurer shall utilize recognized accounting and bookkeeping methods required to keep correct records and hold those records above reproach.

C. The Division Treasurer shall keep complete and accurate records of the finances of the Division, maintaining separate accounts as necessary to avoid co-mingling of proceeds submitted for the various Division projects. He shall utilize Division supplied software for maintaining all Division financial records.

D. The Division Treasurer shall collect and accurately record annual dues payments forwarded from the Division Adjutant submitted by all camps in the Division.

E. The Division Treasurer shall collect and accurately record contributions and donations from individuals, Camps or other benefactors, to the various fund accounts maintained for Division projects and programs.

F. The Division Treasurer shall provide a quarterly report to the Division Commander regarding account balances, encumbrances and investments.

G. The Division Treasurer shall provide an oral and written report at the annual Division Reunion regarding the annual budget. He shall report on the finances of the various projects fund balances.

H. The Division Treasurer shall serve on the Division Standard Operating Procedures Oversight and Review Committee.

I. The Division Treasurer shall plan, coordinate and conduct a breakout session at the annual Division Reunion on topics related to the duties of a treasurer.

J. The Division Treasurer shall perform such other duties as are usually incidental to the office.

K. The Division Commander may assign additional duties and responsibilities to the Division Treasurer as business needs dictate.

3. Duties of a Division Lieutenant Commander shall include:

A. A Division Lieutenant Commander shall stay abreast of Division activities to provide for continuity of administration should the Division Commander be unable to attend to such duties. A Division Lieutenant Commander shall perform the duties of the Division Commander in his absence, at his request.

B. A Division Lieutenant Commander shall supervise the Division's membership and growth efforts and initiatives. He shall report orally and in writing to the Division Commander.

C. A Division Lieutenant Commander shall, at the discretion of the Division Commander, be assigned oversight responsibilities for various Division projects and initiatives.

D. A Division Lieutenant Commander shall attend Division Executive Council meetings, Division Officer Calls, and other events and functions as necessary.

E. A Division Lieutenant Commander shall work with Brigade Commanders to promote two-way communication within the Division.

F. A Division Lieutenant Commander shall be assigned three brigades by the Division Commander, over which he shall have direct responsibility for support and oversight. These brigades shall be situated in a contiguous geographic area, each grouping of which, shall be determined by the Division Commander.

G. A Division Lieutenant Commander shall conduct a Camp assistance visit with one of his Brigade Commanders every two months.

H. The Division Commander may assign additional duties and responsibilities to a Lieutenant Commander as business needs dictate.

4. Duties of a Division Brigade Commander shall include:

A. A Brigade Commander shall command his respective Brigade. He shall assist the Division Commander by making recommendations and providing counsel as his experience or knowledge dictates.

B. A Brigade Commander shall act as a representative of the Division Commander on all matters referred by him and shall, upon his request, in the absence of one of the Division Lieutenant Commanders, preside over Officer Call meetings of the Division, and perform such other duties as are usually incidental to the office of Lt. Commander.

C. A Brigade Commander shall serve as the point of contact for all camps within his Brigade for support and assistance, and promote local participation in Division projects.

D. A Brigade Commander shall be supported by and report directly to a Division Lieutenant Commander assigned to his Brigade by the Division Commander.

E. A Brigade Commander shall provide a quarterly report on all Brigade activities to the Division Commander.

F. A Brigade Commander shall regularly conduct Camp visits to the Camps within his Brigade.

G. A Brigade Commander shall provide information concerning Division policies and projects to the Camps within his Brigade.

H. A Brigade Commander shall offer coordination and assistance with his Camps' programs. He shall assist Camp Commanders in promoting Brigade level events and activities.

I. The Division Commander may assign additional duties and responsibilities to a Brigade Commander as business needs dictate.

## **SUBSECTION II**

1. The Division Commander shall appoint a NOMINATING COMMITTEE consisting of three (3) Division members in good standing. The Division Commander will appoint an annual CHAIRMAN from this group.

2. Two Camp Commanders, or two Brigade Commanders, or one of each, may also serve on the Nominating Committee. They shall not be candidates for any office at that election. Notice to serve shall be mailed no less than thirty days prior to the convention.

3. The NOMINATING COMMITTEE CHAIRMAN or VICE-CHAIRMAN shall present the list of nominees at the Annual Convention, at a time directed by the Division Commander.

## ***ARTICLE V - ANNUAL MEETINGS***

1. The General Reunion (Convention) or annual meetings, shall be held as near the center of the State as practical, and at such time and place as shall be fixed by the Division Commander.
2. Officer Conferences shall be held in the fall (October/November) and in the spring (March/April/May) of each year. Officers of the Camps and of the Florida Division are expected to attend the Conference scheduled in their respective areas. SCV Division Officer Conferences are only open to SCV members in good standing or to special guests invited by the presiding Division Officer.

## ***ARTICLE VI - DUES***

1. The dues to be paid to the Florida Division by each active member of the Division in good standing, shall be **fifteen dollars (\$15.00)** per year, which amount may be changed at any annual meeting, by a two-thirds vote of the members present at such meeting. Provided, however, at least thirty (30) days written notice of any proposal to change the amount of annual dues shall be given to all members prior to such annual meeting, which notice may be by publication in ***The Florida Blockade Runner*** newsletter.
2. Such annual dues are to be collected by each Camp and shall be sent to the Adjutant of the Florida Division, to arrive no later than November 1 of each year, except as prescribed in paragraph 3 below. Also to be included are two copies of the Camp Roster (Alphabetically) noting names of members for whom dues are being submitted. The Division Adjutant will deliver one copy of the Roster to the Editor of ***The Florida Blockade Runner***.
3. The Annual Division Dues of each new member shall be sent to the Adjutant of the Florida Division within ten (10) days after the member joins said Camp, together with a copy of said member's application.
4. Dues payable to the General Headquarters and Florida Division by: (a) Members incapacitated by ill health who are unable to attend Camp meetings and/or (b) members who are retired and financially unable to pay dues, shall be paid by said member's Camp, if so voted by a majority vote of the Camp's Executive Committee, or by the majority of the Camp's members present at any Camp meeting.
5. The Florida Division Commander, in case of financial need of the Division, may request Camps forward to the Division Adjutant, advances on dues payable to the Florida Division, on November 1, and all such dues advanced shall be credited to the Camp advancing same, and only the balance due shall be due and payable on November 1 to the Division.
6. Life memberships are available to members of the Florida Division who have previously completed requirements of S.C.V. Life Membership at the National level.

Florida Division Life Membership dues are set at a one time payment of fifteen times the annual per capita Division dues, and shall be exempt from future Division annual dues. Florida Division Life members shall be entitled to all the benefits of annual members of the Division. The Division Commander may, at his discretion, authorize a medal, badge, pin or device to identify such life members of the Division. The cost of any such medal, badge, pin or device shall be borne by the member.

### ***ARTICLE VII - ANNUAL REPORTS***

In accordance with Article XII Section 1 of the SCV Constitution each Camp shall make an Annual Report to International Headquarters by July 1 of each year. Each Camp shall forward a copy of their report to the Florida Division Commander.

### ***ARTICLE VIII - NEWSLETTER***

1. The Florida Division, Sons of Confederate Veterans shall publish the newsletter, ***The Florida Blockade Runner***, in printed and mailed form in the following editions: winter, spring, and fall of each. A member may opt to receive these editions along with other publications and notices in electronic form by informing the Florida Division Adjutant. A copy of same shall be sent to each member of the Florida Division in good standing, provided such member is listed by name and address in the Camp's Roster attached to the dues submission to the Florida Division, due not later than November 1 of each year. The names and addresses of new members, all changes of addresses of old members and members dropped or transferred are to be reported by the Camp to the Division Adjutant within 10 days of date information is available to the Camp. The Division Adjutant will provide a copy of the information to the Editor of ***The Florida Blockade Runner***.

2. Each Camp shall promptly forward to the Editor of ***The Florida Blockade Runner***; a report of all its activities so such activities can be reported in the next issue of said newsletter.

3. Any quarterly issue of ***The Florida Blockade Runner*** may be omitted from publication at the discretion of the Commander, or the Executive Council of the Florida Division.

### ***ARTICLE IX - AMENDMENTS***

This Charter may be amended at any Annual Division Convention. A two-thirds vote of those present is necessary. At least thirty days written notice shall be given to all members of the Division prior to the Annual Convention, and such notice shall state the proposed amendment(s). Proposed amendments should be submitted to the Division Commander at least 60 days prior to the Annual Convention.



**ARTICLE X**

1. The Sons of Confederate Veterans, Florida Division, Inc., is a not for profit corporation. Members of the Board of Directors, employees, and authorized agents of the Sons of Confederate Veterans, Florida Division, Inc. shall be indemnified for costs, expenses, or liabilities necessarily incurred in connection with the defense of any action, suit, or proceeding in which they are made a part by reason of being or having been a member serving in an elected or appointed capacity. No member or employee shall be indemnified when adjudged in the action or suit to be liable for gross negligence or misconduct in the performance of duty. There shall be no personal liability on the part of the members of this Corporation for any of its debts, nor for any act committed by its officers or agents.

2. The Sons of Confederate Veterans, Florida Division, Inc. is a subordinate organization of the Sons of Confederate Veterans, Inc., a Texas Nonprofit Corporation.

3. The officers of this Corporation or their successors in office, shall constitute a Board of Directors for the purpose of holding title to any real property which may be acquired by this corporation, with full authority to sell, lease, or otherwise dispose of such property and convey title thereto whenever, in their discretion, the purposes of the Corporation will be served.

4. Corporate title equivalents for Division Officers shall be as follows:

- Division Commander-----President and Chairman of the Board
- Division Lt. Commander-----Vice President
- Brigade Commander-----Director
- Division Adjutant-----Secretary
- Division Treasurer-----Treasurer

All Corporate officers are required by Florida Statute to provide an actual street address for their primary place of residence to the Registered Agent for the Corporation. The Florida Department of State, Division of Corporations will not accept Post Office Boxes as residence addresses for Corporate Officers on required annual reports.

5. The Treasurer will serve as the Registered Agent for the Corporation.

6. An Annual Meeting of the Florida Division Executive Council will serve to satisfy the requirement for an Annual Corporate Meeting.

7. The Division Commander may call such other regular meetings of the Division Executive Council at such time and place as may seem to him proper. 8. Special meetings of the Division Executive Council may be called for a specific purpose and may only consider business specifically described in the meeting notice. 9. The Division Commander shall convene the Division Executive Council in a special meeting upon the petition of five (5) of the voting members of the Division Executive Council. 10. Such petition shall specify the reasons necessitating such a meeting, the specific purposes for which the meeting is called, and a suggested time and place of the meeting. After receiving a sufficient number of qualified petitions, the Division Commander must call a special meeting of the Division Executive Council at a reasonable time and place of his choosing to be held within fourteen (14) days. 11. If, after four days from receiving the petitions, the Division Commander has refused to call a special meeting, the petitioners may order that the special meeting be held at the time and place specified in their petition. 12. The Division Executive Council may adopt such rules as they deem necessary to govern the conduct of their meetings so far as they are not inconsistent with this Constitution. 13. All questions affecting the election, eligibility and conduct of Officers shall be referred to and determined by the Division Executive Council. 14. Meetings may be held by teleconference or other electronic means so long as the opportunity to hear and participate is available to all eligible members of the Division Executive Council. 15. Actual notice of any proposed meeting must be given by US Mail or other means acceptable to the Division Executive Council at least forty-eight (48) hours in advance.

16. All members of the Florida Division, in good standing, shall have the right to attend this meeting.

17. At all Division Annual conventions, each Camp shall be entitled to one vote for each 10 members of said Camp in good standing, and one additional vote for a fraction thereof of five or more. The number of votes to which each Camp is entitled shall be based on the list from the last annual dues that were submitted to the Division by November 1 of that year, provided that every Camp in good standing, with a member in attendance, shall be entitled to at least two votes. Members of the Camp in attendance

shall elect one of their number as Chairman. In all questions submitted to the meeting, the Chair shall put the question for a viva voce vote. If the roll of Camps is called for, then the Division Adjutant shall call the Camps in order and the Chairman of the delegation shall cast the number of votes to which his Camp is entitled.

18. A quorum for the Annual Convention shall exist when at least one-third of the Camps in the Florida Division, in good standing, are represented at the Convention.

19. All questions of procedures shall be governed by *Roberts Rules of Order - Newly Revised*, at any meeting of the Florida Division, where said rules are not inconsistent with this Charter, or any special rules the Division may adopt.

20. In the event of dissolution or final liquidation of the Florida Division or other subdivision, any flags or emblems shall be turned over to General Headquarters of the Sons of Confederate Veterans. None of the property, nor any proceeds, shall be distributed to or divided among any of the officers or members or inure to the benefit of any individual. Instead, after all liabilities and obligations have been paid and discharged, the residual assets, including all moneys, real or personal property, investments, credits, endowments, financial records, and any other appurtenances, or things of pecuniary value, shall be turned over to the General Headquarters of the Sons of Confederate Veterans.

IN WITNESS WHEREOF, we the undersigned members of the Florida Division, Sons of Confederate Veterans, in annual meeting assembled in Lakeland, Florida, have hereunto set our hands and seals this thirteenth day of June, 1981.

Amended first, May 21, 1988, Lake City, Florida  
Amended second, May 19, 1990, Lakeland, Florida  
Amended third, March 12, 1994, Bartow, Florida  
Amended fourth, June 18, 1994, St. Augustine, Florida  
Amended fifth, June 24th, 1995, Tallahassee, Florida  
Amended sixth, June 20, 1998, Lake City, Florida  
Amended seventh, May 19th, 2001, Tampa, Florida  
Amended eighth, June 7, 2003, Melbourne, Florida  
Amended ninth, June 5, 2004, Palatka,  
Florida Amended tenth, June 4, 2005, Tallahassee, Florida  
Amended eleventh, May 20th, 2006, Lake City, Florida  
Amended twelfth, May 19th, 2007, Ocala, Florida  
Amended thirteenth, May 3rd, 2008, Ocala, Florida  
Amended fourteenth, May 22nd, 2010, Ocala, Florida  
Amended fifteen, April 2nd, 2011, Ocala, Florida  
Amended Sixteen, June 2nd, 2013, Ocala, Florida