

Constitution

Of



Lee's Keystone Division

Pennsylvania

Sons of Confederate Veterans



Adopted in Convention 18 May 2002,

Gettysburg, Pennsylvania.

Article I — Name

Section 1. This subdivision of the Sons of Confederate Veterans shall be officially known as Lee's Keystone Division, Pennsylvania, Sons of Confederate Veterans. (Hereafter referred to in this document as the Keystone Division, PA Division, SCV, or the Division).

Article II - Nature

Section 1. The PA Division, SCV, is strictly patriotic, historical, educational, benevolent, non-political, and non-sectarian.

Section 2. The PA Division, SCV, shall be governed by the articles of the SCV General Constitution and this Division Constitution, as directed by General Headquarters, SCV, and the PA Division Executive Council.

Article III — Organization

Section 1. The PA Division, SCV, is a subdivision of the Department of the Army of Northern Virginia, and subject to its guidelines and direction, in so far as they do not conflict with this Constitution.

Section 2. The PA Division, SCV may be subdivided into brigades consisting of two or more counties contiguous to each other taking into account traditional and historical regions of the State. The number, size, and geographic limits of the brigades shall be determined by the Division Executive Council and submitted to and ratified by the next Division Convention. Written notice of any proposed changes from the brigade organizations presently existing shall be given to each Commander of active camps in the Division and to each member of the Executive Council.

Section 3. The smallest organizational unit is the Camp, as properly chartered and constituted according to the rules and guidelines set forth in the General Constitution and the Division Constitution.

Section 4. The overall PA Division governing body is the Division Executive Council, consisting of the Commander, Lieutenant Commander, Brigade Commanders, Adjutant, Treasurer, and any other members nominated by the Commander and approved by the existing Council.

Article IV — Membership

Section 1. All Camps in good standing within the boundaries of the Commonwealth of Pennsylvania shall make up the PA Division.

Section 2. Individual membership in the SCV and a Camp is as prescribed by the provisions of this and the General Constitution, SCV.

Section 3. Membership shall be in a local Camp of choice. Membership may also be held in more than one Camp, but only one Camp may be claimed for general SCV or PA Division accountability and voting purposes.

Section 4. Candidates applying for membership in the SCV must complete the official SCV application form as provided by General Headquarters in duplicate, and provide reasonable proof of their ancestors' war service record and genealogical history for review and approval.

Section 5. Candidates applying for membership in a local Camp should be sponsored by an SCV member in good standing who shall introduce the candidate to the Camp and sign the application form in the "Recommended By" space. If the candidate is unknown to the Camp membership, the Camp Commander should act as sponsor after inquiring into the candidate's background and character.

Section 6. The Camp or its appointed Committee on Admissions must review all applications and documentation, and certify review and approval by signing the application forms. The Camp Commander may also review, approve and certify applications. The Commander should also announce applications for membership at a regular meeting of the Camp and report if the candidate's application and proof of eligibility are satisfactory.

Section 7. The Camp will vote on acceptance of the candidate into the Camp, if the application and proof of eligibility are satisfactory. Membership in the Camp will be extended only after receiving a two-thirds vote of acceptance by the membership present.

Section 8. Membership shall be denied if the candidate does not satisfactorily meet the requirements for ancestry, or if there are other problems concerning character or reputation which would bring discredit to the SCV. Denial of membership must be for good cause and cannot be arbitrary, or based on race, creed or religion.

Section 9. Candidates denied membership by the Commander and/or the Committee on Admissions may petition the general Camp membership for admission and ask for a vote; however, the membership cannot override SCV ancestor and genealogical requirements.

Section 10. Candidates refused membership by a Camp may request review of their applications by the Division Commander on their behalf; however, the Commander will not override any legitimate two-thirds vote of the Camp membership in such matters. Candidates may also appeal to the General Executive Council of the SCV.

Section 11. Camps may accept "Associate" or "Honorary" members who cannot meet the ancestor requirements for regular SCV membership, but whose interests and concerns conform to the goals and objectives of the SCV. Such members can be active in Camp functions and activities, but may not receive a certificate of SCV membership, wear SCV badges, hold office or vote in Camp elections or Division conventions. Such members will not be counted for purposes of determining Camp delegates at division or national conventions. Dues for such members will be set by each Camp as desired.

Article V — Division Convention

Section 1. The legislative body of the Pennsylvania Division, SCV, shall be the Division Convention to be held annually at a time and place fixed by the preceding convention, or by the Division Executive Council.

Section 2. The Division Commander or in his absence, death or resignation, the Lt. Commander, at the request of a majority of the PA Camps or the Division Executive Council, shall convene the Division in special meeting, if he deems the emergency or cause sufficient.

Section 3. The Division Convention shall be called to order by the Commander of the Camp where the meeting is held. Opening ceremonies shall consist of a prayer by the

Division Chaplain (or in his absence the host Camp chaplain), presentation of the colors, salute to the flags, and the address of welcome. Following the opening ceremonies, the convention podium shall be turned over to the Division Commander who will take charge of the convention.

Section 4. The Division Commander shall call the roll of the Division Officers and its Camps in numerical order, or by Brigade . As the Camps are called, the Chairman of each Delegation will answer and hand to the Division Adjutant the credentials of his delegation. The credentials shall be reviewed and verified by the Adjutant and/or a representative from each Brigade. The Adjutant shall assign each Camp its number of votes , based on one vote per 5 members or fraction there of, in good standing. Members in good standing are defined as current paid-up dues members for the current year, as listed on the PA Division and SCV Headquarters rolls prior to ten days before the convention.

Section 5. Camps will be officially represented by delegates, as outlined in Article XVIII of this Constitution. At least one member in good standing of the Camp must be present with credentials and designated as Chairman of the Camp Delegation by the Camp commander to represent and vote for that Camp on matters which are brought before the convention. No proxy voting for a Camp will be allowed.

Section 6. The rules of procedure at any Division Convention shall be those set forth in Robert’s Rules of Order , Revised, except wherein they may be altered by this constitution or the convention.

Section 7. A quorum shall exist at the Division Convention when one - third of all Camps are represented as provided above. A simple majority vote, by voice, show of hands, or written vote, shall carry “ approval or defeat of any motion or resolution presented for vote before the convention, with the exception of constitutional amendments, which shall require a two-thirds majority vote.

Section 8. Only registered delegates of the PA Division may bring business or motions before the floor of the convention for discussion or voting. Reports and/or items of interest may be presented by persons who are not delegates for information and possible action, if such persons or organizations are expressly invited and authorized by the Division Commander.

Section 9. All or part of the convention proceedings may be open or closed to non-SCV members, as deemed appropriate by the Division Commander

Article VI — Division Officers

Section 1. At each Division Convention held in an even numbered year, the Division Convention shall elect a Division Commander, Lieutenant Commander, Treasurer and Brigade Commanders. These officers shall be elected for a term of two years, and may succeed themselves in the same office to which they were elected.

Section 2. The Division Commander shall appoint the following Officers to form his Staff: Adjutant and Chaplain . In addition, he may also appoint a Judge Advocate, Chief-of-Staff, Historian, Newsletter Editor, and such Aides-de-Camp as he may deem necessary. Such officers shall serve in their respective offices at the discretion of the Commander, or until the adjournment of the next Division Convention following their appointment, or until their successors are chosen.

Section 3. The Division Executive Council shall consist of the Commander, Lt. Commander, Adjutant, Chaplain, Brigade Commanders, Treasurer, any other officers appointed by the Commander under Section 2, and any other person nominated by the Commander and approved in a simple majority by the existing Executive Council.

Section 4. All Division Commanders who served a full term shall have the title of Past Division Commander and shall take protocol rank next to the current Division Commander. Those who have not served a full term may have these privileges conferred on them by motion, receiving four-fifths of the votes cast at any Division Convention. All Past Commanders, while in good standing in their respective Camps, shall be life delegates to all Division Conventions with vote.

Section 5. Brigade Commanders shall be elected by the Division Convention. If a commander is not elected at Convention, the Division Commander may appoint a commander for that brigade. Brigade Commanders shall hold office until the adjournment of the next Division Convention following their election or appointment, or until election or appointment of their successors. Brigade Commanders shall be members of the Division Executive Council and delegates to the Division Convention with vote.

Brigade Commanders may appoint any staff needed to assist in the support of Brigade, Camps and programs.

Article VII — Duties of Officers

Section 1. The Division Commander shall be the executive head of the PA Division, SCV, with full responsibility and power to enforce the provision of the Division Constitution, the will of the Division Convention, the decisions of the Division Executive Council, and the SCV General Executive Council, and to this effect he may issue all necessary orders. He shall be Chairman of the Division Convention and the Division Executive Council, and shall decide all questions of law, order or usage. He shall be empowered to act for the good of the PA Division, as circumstances, in his judgment, may require, in cases not provided for by this Constitution, subject, in all such decisions and acts to appeal to the Division Convention or SCV General Executive Council. During the interim between Division Conventions, he shall have full charge of the conduct of the affairs of the Division, limited as stated above, amendable in all cases by the next Division Convention. He shall appoint all necessary committees, and shall perform such other duties as are usually incident to the office.

Section 2. The Division Lieutenant Commander shall perform the duties of the Commander in his absence, and as delegated by the Commander. In the case of the death

or resignation of the Commander, he shall become the acting Commander until the SCV Commander-in-Chief appoints a new commander for the unexpired term. In the event that the Lieutenant Commander succeeds to the office of Commander, he shall immediately request the Executive Council to appoint a new Lt. Commander to hold such office until the next scheduled election of Division Officers at Division Convention. He shall be a member of the Division Executive Council and shall assist the Commander in all matters pertaining to the Division and as directed by the Commander. He shall specifically be responsible for recruiting and development of new Camps.

Section 3. The Division Adjutant shall be charged with the administration of the records, policies and mandates of the PA Division. He shall maintain an updated roster of the Camps and a supply of such forms as necessary to support Camp administrative functions (membership applications, transfer forms, etc.) and provide these to the Camps as needed. He shall conduct Division correspondence, issue orders under the direction of the Commander, compile a Camp membership strength report prior to the Division Convention based on annual Camp reports and/or supplementary reports to determine the official authorized delegate and voting numbers. He shall perform such other duties as are usually incident to the office, and serve as a member of the Committee on Credentials and Division Executive Council.

Section 4. The Division Treasurer shall be charged with the administration of the Division funds, collect Division dues, sign all checks disbursing its funds, and report upon the condition of the Division treasury when required by the Commander or Executive Council and at the Division Convention. He shall perform such other duties as are usually incident to the office, and serve as a member of the Committee on Credentials and Division Executive Council.

Section 5. The Division Chaplain shall perform all such divine and non-sectarian services as may be necessary in connection with his office, and is charged with the responsibility of the general morale and welfare of the PA Division. He shall specifically perform the duties of opening and closing with prayer the Division Convention, and shall provide prayers, remarks and eulogies as required at all special meetings, events and ceremonies as called upon. Upon notification of the death of a member, he will notify SCV Headquarters and Chaplain and send a letter of condolence to the widow or surviving family of the deceased member. He shall sit as a member on the Division Executive Council.

Section 6. Brigade Commanders shall try to visit each Camp in their brigades at least once a year, and attend all Brigade, Division and National functions. They shall serve as members of the Division Executive Council, assist the Division Commander in the establishment of new Camps in their respective brigades, coordinate special events and projects in their brigade areas, and assist the Division Commander as directed and required.

Article VIII — Division Executive Council

Section 1. Between Division Conventions, the administrative power shall be vested in the Division Executive Council, which shall be composed of the Commander, Lt. Commander, Adjutant, Treasurer, Chaplain, Brigade Commanders, any other officers appointed by the Commander under Article VI, Section 2, and any other person nominated by the Commander and approved in a simple majority by the existing Executive Council.

Section 2. The Executive Council shall be charged with the performance of the duties elsewhere prescribed in the Division Constitution, and shall have all other necessary power in the administration and regulation of the affairs of the PA Division, not especially delegated to and made a part of the duties of some other official or committee.

Section 3. The term of office of members of the Executive Council shall normally be two years, from Division Convention when appointed, to the adjournment of the Division Convention at which their term expires.

Section 4. All members of the Executive Council shall be delegates to the Division Convention with vote.

Section 5. The Division Commander shall be the chairman of the Executive Council and convene the Council at such times and places as may seem to him proper, or upon the written request of three Council members.

Section 6. All questions affecting the election, eligibility and conduct of Division and Camp officers shall be referred to and determined by the Executive Council .

Section 7. The Executive Council shall, if required, review denials of membership or charges against a member of the PA Division which should result in suspension or expulsion, to ensure proper procedures are followed in accordance with this and the General Constitution and the rights of the individual are protected. If in the considered opinion of the Executive Council a member is guilty of charges based on actual evidence or proof, and the Camp has failed to take proper action, it may recommend or request suspension or expelling of the member to the SCV General Council.

Section 8. The Executive Council shall review charges against a Camp or its officers involving failure to maintain the minimum requirements of membership, refusing to provide required reports or pay the SCV per capita tax or other fees due the Division or General Organization, refusing to follow the legitimate orders or directives of the PA Division, ceasing to function as a Camp, failing to meet the obligations imposed by the Division or General Constitutions, or doing an act repugnant to this Constitution or detrimental to the objects and purposes of the Division and Confederation. The Council may take action as required and empowered, to include suspension of the Camp Charter, upon approval of the General Headquarters.

Section 9. A majority of the members shall constitute a quorum of the Division Executive Council.

Article IX — Camp Organization

Section 1. Four or more persons in possession of the prescribed eligibility qualifications may make application to the General Organization for permission to form a Camp, using the prescribed forms provided by General Headquarters. Charter applications must be accompanied by: the required charter fee, per capita tax for new members, transfer forms for current members, and individual membership applications.

Section 2. All charter applications must be reviewed and endorsed by the Division before being submitted to SCV Headquarters.

Section 3. When granted by General Headquarters, the charter will be presented to the Camp at a special charter Presentation ceremony by the Division Commander, or Lt. Commander in his absence.

Section 4. Each Camp will follow the rules and procedures outlined in the Division and General Constitutions, as well as the lawful directives of the Division Commander and Executive Council.

Section 5. Each Camp will use the forms, blanks, and books prescribed by General Headquarters or Division Headquarters for the normal conduct of business.

Section 6. Each Camp will schedule and hold regular meetings, preferably once a month, but no less than once a quarter, actively recruit new members and develop programs for the education, support, preservation and perpetuation of Southern and Confederate history. In this context, each Camp will observe Confederate Memorial Day with local activities and ceremonies, and support any Division state level observance with as full participation as possible.

Section 7. Each Camp will hold a designated Annual Meeting for the purpose of election of officers and other special business, such as adoption or amendment of bylaws, on a date determined by the Camp Executive Committee.

Section 8. Each Camp shall elect a Commander, First Lieutenant Commander, Adjutant, Chaplain, and Treasurer. If desired, the Adjutant may be appointed by the Commander. The duties of Adjutant and Treasurer may also be combined. Additional officers may be elected or appointed as desired.

Section 9. Camp officers shall be elected for either a one or two-year term. They shall normally take office in the month of January, and shall serve until their successors are elected or appointed.

Section 10. Camp officers shall have their duties defined by their local Bylaws, provided the duties do not conflict with the provisions of this or the General Constitution.

Section 11. The Camp Executive Committee shall consist of the Commander, Lt. Commander(s), Adjutant, Treasure, Chaplain, and other such officers as desired and appointed by the Camp. The Committee shall set policy for the Camp, such as designation of meeting time and place, dues, and initiation or support of programs and projects, subject to approval by the membership.

Section 12. Camps shall be represented and vote at the Division and General Conventions in accordance with the provisions of this and the General Constitution.

Section 13. Each Camp will actively support and defend the SCV and Confederate history, to include responding to attacks on the colors, history or heritage. In all matters, the guiding rule will be to do what is best for the Confederation and for the defense of the Confederate soldier's good name.

Section 14. No Camp may attempt or be permitted to withdraw from the Division and continue its activities as a separate Camp representing the Sons of Confederate Veterans.

Article X — Annual Reports

Section 1. Each Camp Commander or Adjutant shall complete and submit an Annual Report, in duplicate in accordance with the appropriate provisions of the national constitution using the official form furnished by General Headquarters. One copy will be sent to the Division Adjutant and one to General Headquarters.

Section 2. The Annual Report to Division will include a Camp roster and the required payment of Division dues. The report to General Headquarters will include a Camp roster and the required payment of per capita tax.

Section 3. The Annual Report will only list SCV members in good standing, and not include "Associate" or "Honorary" members.

Section 4. The Division Commander will make an annual report in duplicate, using forms furnished by General Headquarters in accordance with the appropriate provisions of the national constitution. One copy shall be sent to the Army Commander and one to General Headquarters.

Section 5. Camp Commanders and Division Commanders may submit a final report at the end of their terms of office, if desired.

Section 6. Camps failing to submit the required Annual Report with roster and fees to Division and the General Headquarters shall be placed on Probation status after 30 days from the deadline.

Section 7. Camps failing to submit the required report and rosters, and in arrears for four months in payment of recording fees and per capita taxes upon their members to the General Confederation or dues levied by the Division, shall be classed as delinquent. Camps in six months arrearage shall be automatically suspended from all privileges of the Confederation.

Section 8. Camp Commanders who fail to submit the Annual Report twice in succession, without satisfactory reason, shall be suspended from office by the Commander-in-Chief, who shall appoint a replacement officer to fill the unexpired term of office.

Article XI — Finance

Section 1. The revenue of the PA Division, SCV, shall be derived from annual membership dues, and from other sources as may be approved by the Division Executive Council. The amount of the dues shall be determined by the Division Executive Council, subject to the will of the Division Convention.

Section 2. Camps must pay yearly dues /per capita tax for every member in good standing to the Division and General Headquarters, except for Real Sons, who are exempt from all fees and dues .

Section 3. Each Camp must forward annual dues and per capita taxes to the respective Division and General Headquarters in accordance with the appropriate provisions of the national constitution, except as prescribed in Section 4 below.

Section 4. Recording fees and per capita taxes of new members must be sent to General Headquarters and Division dues to the Division Treasurer within ten days after the member joins the Camp.

Section 5. All Division dues, per capita taxes and reports shall be due and payable in accordance with the appropriate provisions of the national constitution.

Section 6. A suspended member may be reinstated to active membership upon payment of all back dues within one year of the deadline, together with all additional levies for that year. A member suspended for more than one year shall only be reinstated upon vote of the Camp and payment of all amounts owed for the current year.

Section 7. The Division Commander or the Treasurer shall prepare and submit an annual budget to the Division Convention for approval.

Article XII — Camp Suspensions

Section 1. Any Camp failing to meet the obligations imposed upon it by the General Constitution, allowing political or religious discussions, or taking any such action therein, or ceasing to function for two years in succession as an active Camp, or refusing to pay the per capita tax and other fees due the Division or General Organization, or doing an

act repugnant to this or the General Constitution, or detrimental to the objects and purposes of the Confederation, shall upon order of the General Executive Council , surrender its charter. If a Camp fails to surrender its charter, steps will be taken for its revocation.

Section 2. Reinstatement for a suspended Camp shall take effect only upon receipt by the Commander-in-Chief of evidence that the Camp in question has removed or corrected the causes of suspension.

Section 3. If any Camp shall fail to pay on at least four members by the end of the fiscal year, its charter shall be suspended. If any Camp fails to pay on at least four members for two successive years, its charter may be revoked by the General Executive Council.

Section 4. Camps six months in arrears in per capita taxes or Division dues shall ipso facto stand suspended upon the books and records of the Confederation, and shall be carried thereafter upon the rolls as suspended Camps.

Section 5. A suspended Camp may be reinstated upon the payment to the General Organization the per capita tax due and a reinstatement fee of \$5.00, and to the Division current dues.

Section 6. A Camp whose charter has been revoked shall be readmitted under the same conditions and upon the payment of the same dues, etc. as a new Camp, to include re-endorsement by the Division Commander.

Article XIII — Discipline of Camp Members

Section 1. Each Camp shall be the judge of and responsible for the conduct of its membership, subject to the provisions and restrictions of this and the General Constitution.

Section 2. Members may be suspended or expelled from the Sons of Confederate Veterans for failure to pay dues or upon a proper showing of cause. Charges shall be based upon disloyalty, neglect of duty, dishonesty, conduct unbecoming a member of the Sons of Confederate Veterans, or detrimental to the objects and purposes of the Confederation.

Section 3. Camp s must provide any charged member at least two weeks notice by registered mail of any proposed action of suspension, and must provide the member with an opportunity to be heard. Camps must inform the Division Commander /Division Executive Council of any proposed action of suspension, who will insure that proper procedures are followed.

Section 4. A suspended or expelled member has the right of appeal to the General Executive Council, the decision of which shall be final. Appeals will be coordinated

through the Division Commander /Division Executive Council who will insure that proper procedures are followed and the rights of the individual are protected.

Section 5. Automatic suspension shall be imposed for six months arrearage of dues. Reinstatement shall be under the conditions outlined in Article XI, Section 8, of this Constitution.

Section 6. If a Camp fails to properly discipline its members or fails in its duties and responsibilities, as outlined in this and the General Constitution, the Division Commander or the Division Executive Council shall take action to insure the requirements of this and the General Constitution are carried out, to include recommendation or request for suspension or expulsion to the Commander-in-Chief.

Article XIV — Prohibitions

Section 1. No discussion of religious subjects, nor any discussion of political subjects that are identifiable with a political party, nor any endorsement of aspirants for political office, nor any political actions except the adoption or advocacy of positions that are concerned with the general welfare of the United States of America or its national security, provided that there is no identification, specification implied, with any political party. These general prohibitions do not abridge or forbid the expressions of the mind of the Division Confederation on such matters by the adoption or resolutions or petitions the Executive and Legislative branches of the government, local, state or national, provided that there is no identification with any political party.

Section 2. No debts shall be contracted by this Division except upon majority approval of the Division Executive Council.

Section 3. No assessment shall be levied upon Division members other than Division annual dues, except by resolution of the Division Convention.

Section 4. The use of the seal, badges or name of this Confederation for business or advertising purposes, and the giving of its badges to persons unauthorized to wear them are prohibited.

Section 5. No one can be elected or appointed an officer of the PA Division, Brigades nor Camps, unless he is a member in good standing of one of the Camps in the PA Division.

Article XV — Seals, Badges and Flags

Section 1. The seal of this Division shall be the Seal of the Confederacy.

Section 2. The badge of this Division shall be Sons of Confederate Veterans badge as provided by the office of the Adjutant-in-Chief, SCV.

Section 3. The flags of this Division shall be the Confederate Battle Flag, Pennsylvania State Flag and a unique Divisional Flag adopted by the Convention.

Article XVI — Official Observances

Section 1. The Division and all Camps shall observe Confederate Memorial Day, on or near May 10th, with proper ceremony and solemnity.

Section 2. The birthdays of Generals Robert E. Lee and Thomas J. Jackson shall be observed in January of each year by each Camp, according to local custom.

Section 3. Each Camp shall conduct special observances honoring local battles or heroes, as fitting and needed.

Article XVII — Committees

Section 1. Committees — Committees may be established as necessary by the Executive Council provided that their purpose and the duration of their commission is specified.

Section 2. Commander — The Division Commander shall be a member of all committees *ex officio*.

Section 3. Term Limits — All committees shall be appointed by the Division Commander, by and with the advice and consent of the Executive Council, and their terms of office shall be coterminous with his.

Section 4. Vacancies — The Division Commander shall have power to fill up all vacancies that may occur while the Executive Council is in recess, by granting commissions which shall expire at the end of the next meeting of the Executive Council unless approved thereby.

Article XVIII — Representation

Section 1. The official representation of each Camp at the annual Division Convention shall be by delegates. Only registered delegates, authorized by the Camp and presenting a letter of credentials signed by the commander or adjutant may vote or bring motions before the floor for voting. Only Camps in good standing with the Division and General Headquarters may be represented.

Section 2. Every Camp in good standing shall be entitled to have at least two (2) official delegates present to represent it. A Camp may have as many as one (1) delegate for every ten (10) active members in good standing, and one additional delegate for a fraction of 5 or more. A Camp must have a least one official, registered delegate present to cast its votes.

Section 3. One delegate must be designated as the Chairman of the Delegation. The Chairman is responsible for presenting the Division Adjutant a letter of credentials signed by the Camp Commander or Adjutant identifying the members of the delegation. If for some reason the Chairman of the delegation is not in attendance, the delegates present may elect a chairman from their number.

Section 4. In addition to the official delegates, any member of a Camp in good standing has the privilege to attend the convention.

Section 5. Representation at the National Convention shall be as prescribed in the General Constitution.

Article XIX — Voting

Section 1. Each Camp is entitled to one vote per five members, or fraction of two or more thereof, in good standing. The number of members in good standing shall be determined by the Division Adjutant, based on the Camp's last annual report to Division and General Headquarters, or a supplementary update report forwarded to the Division Adjutant before ten days prior to the convention.

Section 2. If a Camp does not submit a supplementary update report to the Adjutant, the number of - members in good standing shall be determined only from the last annual report, regardless of current status. The only exception to this shall be as stated in Section 3 below.

Section 3. A Camp must have the minimum number of four members in good standing and not be under suspension at the time of the convention in order to have representation and cast votes.

Section 4. Members in good standing are defined as members who have paid their per capita tax and dues to both the SCV General Headquarters and Division for the current year. Camps must have forwarded both fees to the General Headquarters and dues to the Division on a member in order to count him in "good standing" for the purposes of voting.

Section 5. Camps may cast their votes as a bloc or split among their delegates , as they see fit.

Section 6. The Division Commander, each member of the Division Executive Council and each Brigade Commander shall have one vote at the convention.

Section 7. In all questions submitted to the Division Convention, the chair shall put the question for a voice vote. If the roll call of Camps shall be called for, then the Camps shall be called in order, the number of votes each is entitled to stated, and the vote for and against the motion announced by the chairman of each delegation.

Section 8. If written ballots are required, balloting shall be by Camps; the chairmen of the delegations presenting the chair with the written ballots for the Camps. In voting for officers, a majority of all votes cast shall be necessary for a choice. A written vote may be demanded by one-third of the votes present.

Section 9. When there is but one candidate for an office, upon motion, and by unanimous consent, a formal ballot may be waived and the candidate elected by acclamation.

Section 10. The voice vote “ayes” and “nays” will be counted and recorded if called for by at least five delegates from different Camps.

Section 11. There shall be no voting by proxy.

Article XX — Official Ladies

Section 1. Official Ladies shall be as set forth in the General Constitution of the SCV.

Article XXI — Official Publication

Section 1. The official publication of Lee’s Keystone Division shall be *the Keystone*.

Section 2. An Editor of the publication shall be chosen by the Commander and approved by simple majority of the Division Executive Council.

Article XXII — Dissolution Clause

Section 1. In the event of dissolution, the residual assets of the PA Division shall be turned over to the General Headquarters, SCV.

Article XXIII — Amendments

Section 1. This Constitution may be amended at any Division Convention by the vote of two-thirds of the total authorized representation thereat, provided that the proposed amendment shall have been sent to the Division Executive Council and each Camp in good standing at least thirty days in advance of the Convention.