



DEPARTMENT OF THE CHESAPEAKE
SONS OF UNION VETERANS OF THE CIVIL WAR
INCORPORATED BY ACT OF CONGRESS



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DEPARTMENT ADVISORY 2020-2021 #1

TO: Department of the Chesapeake Camp Commanders

DATE: May 21, 2020

FROM: Jay Rarick, Department Commander

SUBJECT: Quarterly Camp Activity Reports

Dear Camp Commanders,

In consultation with Senior Vice Commander Roger Leturno, I would like to restart the Department Newsletter, the *Chesapeake Gazette* on a Quarterly Basis. This is one of the prescribed duties of the Department Senior Vice Commander.¹ Likewise, I would like all Camp Commanders to have their Camp Senior Vice Commanders prepare a quarterly report of Camp activities for submission to the Department Senior Vice Commander.²

The purpose of this reporting is fourfold.

1. Document Camp activities throughout the year to provide a basis for the Camps' own histories.
2. Provide material for the Camp Commanders to utilize when preparing their reports for the next Department Encampment.
3. Give the Department Senior Vice Commander material for the quarterly newsletter.
4. Summarize Camp activities for use by the Department Commander in preparing his year-end report to the National Office.

Format for the reports will be MS Word compatible and may be in bullet list form. A few sentences are all that is required (e.g., "Camp observed Memorial Day on May 30th by..."). Narrative stories are welcome as well as photos, if available. If you have not done anything for three months... a negative report is requested to make sure we haven't missed anyone.

The deadline for the first report is August 28, 2020, and quarterly thereafter. If you have any questions, please contact Senior Vice Commander Leturno at rleturno@msn.com or by phone at 719-650-8135.

¹ C&R, Chapter II, Article VII, Section 2.(b), "The Senior Vice Department Commander shall promote Department activities in the media. He shall prepare a Department newsletter."

² C&R, Chapter I, Article VII, Section 2.(c), "...The activities of the Camp Senior Vice Commander should include: ...Gathering appropriate data about Camp activities and forwarding to the Department Senior Vice Commander."