

BY-LAWS FOR THE CAPE FEAR LIVING HISTORY SOCIETY

ARTICLE I: NAME AND STRUCTURE

Section I: Unit Representations In light of the diversified nature of this organization, the following units have been selected for portrayal.

1) Confederate Infantry - Company K (The Bladen Guards), 18th North Carolina Troops. We reserve the right to all companies of the 18th NCT.

2) Federal Infantry - Company I (The Juniata Guards), 53rd Pennsylvania Volunteer Infantry.

Section II: The Society shall be a non-profit organization, legally registered and incorporate.

Section III: The Society shall be governed by a slate of commissioned and non-commissioned officers (see article II) and its Board of Directors (see article III).

Section IV: In general, the Society shall be known as the Cape Fear Living History Society, Incorporated.

ARTICLE II: OFFICERS

Section I: Rank Structure - For this organization, the rank structure will follow the United States Army Regulations, 1861, and shall not exceed the prescribed number of officers and non-commissioned for one regimental company, unless the growth of the Society dictates as expansion in rank and file. The prescribed rank structure for a full-strength company is as follows:

Captain Third Sergeant Third Corporal First Lieutenant Fourth Sergeant Fourth Corporal Second Lieutenant Fifth Sergeant Privates First Sergeant First Corporal Second Sergeant Second Corporal

1) At this time the strength of the company does not require a full staff, therefore the following positions shall be filled: INFANTRY- Captain, First Sergeant, First Corporal, and Second Corporal.

2) The rank structure may be expanded to meet the needs of the company at any time upon the recommendation of the Board of Directors.

Section II: Election and Terms of Office for Society Officers.

1) Officers of this Society shall be elected from members in good standing within the Society.

2) Officers shall serve a one year term, beginning February 1, and ending when a successor is elected by the general membership or appointed by the Board of Directors.

3) Elections shall be held during the month of December each year.

4) Nominations shall be made under the following guidelines: a) Military members may offer nominations for the Board of Directors and military.

b) Civilians may offer nominations for the Board of Directors only.

NOTE: Elections shall be held under the same guidelines as nominations.

5) Officers may succeed themselves in consecutive terms of office.

6) If for any reason a Society officer's position is vacated before their term is completed, the Commander shall appoint a successor for the remainder of that term.

7) To be eligible to vote in Society elections, two sanctioned events must be attended during the calendar year.

Section III: The Regimental (Company) Commander.

1) The Regimental Commander shall hold the rank of Captain.

2) The Commander shall function as the commander on the field.

3) The Commander of the Society shall have the following duties and privileges:

a) The Commander shall serve as the Executive Director of the Board.

b) The Commander shall maintain discipline within this organization to the satisfaction of the Board of Directors.

c) The Commander shall religiously enforce all safety practices when the unit is under arms.

d) The Commander shall ensure that uniform regulations prescribed by the Society are obeyed.

e) The Commander shall conduct an inspection of the unit as a whole prior to any event to determine the status of the unit in terms of correct and proper equipment prescribed by the authenticity guidelines.

f) The Commander shall enforce all rules, regulations and by-laws of this organization and those set forth by an event sponsor.

g) The Commander shall preside over all meetings, musters and assemblies of this Society.

- h) The Commander shall approve the time and place of all general meetings and/or events attended by the Society.
- i) The Commander shall inform the membership of all events and assemblies through sufficient written notice no later than seven (7) days prior to said event or assembly.
- j) The Commander shall assist and direct the Treasurer in all financial matters concerning this organization.
- k) The Commander shall act as an official representative of this organization as required by circumstances, and has the authority to appoint any regular member of the Society to act in such a position in his absence.
- l) The Commander or duly recognized individual shall be responsible for the publication of THE VIDETTE, the newsletter of the Society.
- m) The Commander must attend meetings of the Board of Directors when held.
- n) Election of the Commander shall be by all members in good standing and by a simple majority.
- o) The Commander must obtain the proper uniform and equipment necessary for the discharge of the duties of the position, and must be well versed in period military regulations and tactics.
- p) Recommendation for removal of the Commander may be made by the Board of Directors with a simple majority vote. The recommendation must be then voted on by the general membership, from which a simple majority vote will result in the removal of that officer from his post.
- q) The Commander is allowed \$200.00 per year from the Society's general fund for expenses other than postage.

Section IV: Other Commissioned and Non-commissioned Officers

- 1) Commissioned and non-commissioned officers shall be elected for a one-year term, as stated in Article II, Section III, Subsection 2. The only exception to this rule is the appointment of corporals. These appointments are to be made by the Commander with the help of the First Sergeant. The Commander may remove the corporals.
- 2) All commissioned and non-commissioned officers shall be expected to invest in the proper uniform and equipment necessary for the discharge of duties or may expect to be summarily removed from their posts by the Commander and/or the Board of Directors.
- 3) All commissioned and non-commissioned officers are expected to familiarize themselves with the United States Army Regulations, 1861, and references on military tactics, and shall also be expected to demonstrate their capability at practical execution of said regulations and tactics on

the field. Failure to comply will result in removal from post by the Commander and/or Board of Directors.

4) Any commissioned or non-commissioned officer may be removed from his post as a result of misconduct or neglect of duty.

5) Commissioned or non-commissioned officers shall serve as safety officers on the field.

ARTICLE III: THE BOARD OF DIRECTORS

Section I: The Board of Directors shall consist of six (6) member: Commander, Treasurer, First Sergeant, and three (3) at-large seats.

Section II: The Board of Directors shall be elected to office by the general membership during the Society's annual elections and will serve a one year term beginning on February 1, and terminating on January 31 the following year.

Section III: The Board of Directors shall be entrusted with the following duties and privileges:

- 1) The Commanders duties and privileges are outlined in Article II, Section IV.4.
- 2) The Treasurer of the Society shall have the following duties and privileges:
 - a) The Treasurer shall make all deposits and withdrawals of the Society funds.
 - b) The Treasurer shall pay all registration fees as provided by the Society.
 - c) The Treasurer shall withdraw Society funds with the approval of the Commander only.
 - d) The Treasurer shall keep a record of all debts to the Society.
- 3) The First Sergeant shall assist the Commander, Treasurer, and three (3) at-large Board members as needed in all Society matters.
- 4) The three (3) at-large Board members shall assist the Commander, Treasurer, and First Sergeant as needed in all Society matters.

Section IV: A minimum quorum for a meeting of the Board of Directors shall be four (4) members.

Section V: The Board of Directors shall keep a permanent written record of their meetings and actions. These records shall be made available to the general membership of the Society upon request.

Section VI: If for any reason a position on the Board of Directors is vacated before their term is completed, the remaining Board members shall appoint a successor for the remainder of that term.

ARTICLE IV: MEMBERSHIP, REGISTRATION, DUES AND PROXY VOTES

Section I: Membership

1) Membership is open to anyone, regardless of age, race, sex or religion, provided they maintain the standards set-forth in the by-laws of the Cape Fear Living History Society, Incorporated. However, in order to vote in Society elections one must be at least 16 years of age.

a) If under 18 years of age, applicant must have written permission of legal guardian in applying for membership.

b) All applications must be approved by the Board of Directors. If any Board member does not approve the application, it shall be sent to the entire membership and a simple majority shall decide.

c) All applicants must agree to portray both Federal and Confederate military or civilians.

2) Types of membership

a) Single: One person. One vote in Society elections. Unit will pay insurance.

b) Family: Husband, wife and children. Children must be 18 or under unless they are in school. Special cases will be reviewed by the Board of Directors. Every member 16 years of age or older shall be entitled to one vote in Society elections. Insurance will be paid by the unit for two (2) members that are eligible to vote. The insurance for each additional family member 16 years of age or older must be paid for with annual dues.

c) Single membership is \$25. Family membership is \$30.

d) If new membership dues are paid after October 31, only the insurance premium is required for membership for the following year.

e) If dues renewal dues are not paid by January 3, there will be a \$5 additional charge.

Section II: Event Registration

1) Events that require registration will be listed in the newsletter or website along with the registration that is required and a deadline.

Section III: Proxy Votes

1) In order for a proxy vote to be cast, written permission is required from the absent person. The Society shall retain the written proxy.

ARTICLE V: STANDARD UNIFORM REQUIREMENTS

Section I: The standard uniform requirements for the Society are abbreviated for quick reference in these by-laws. The authenticity guidelines as adopted by the Society's Authenticity Committee, further defines the uniform requirements for each member in order to put together a proper and authentic uniform.

Section II: Material and Construction of Period Clothing

1) All buttonholes should be hand sewn. The sewing machine was in widespread use by 1850, however it was not capable of doing buttonholes.

2) All visible stitching should be dark blue, brown or natural colored thread.

3) All uniforms should be constructed of natural fiber materials (wool, jean cloth, ticking, ect.). Be aware of coloration and construction of any material or uniform you may purchase.

4) All uniforms should be styles after documented styles known to have been used during the Civil War period.

Section III: Soldier of Infantry Impression

1) Uniform Cloth: Your impression should contain the following articles of uniform cloth, for the portrayal of both Confederate and Federal infantry.

a) North Carolina Depot Shell Jacket (mid-gray jean cloth)

b) Federal Fatigue or Sack Coat

c) Hightower Pattern Trousers (dark gray)

d) Kersey Trousers (sky blue)

e) Period Style Shirt

f) Period Style Vest (military or civilian)

g) Period Style Undergarments

h) Period Style Suspenders (braces)

i) M1858 or M1861 Federal Forage Cap

j) Confederate Chassure Style Kepis (same material as trousers)

2) Leather Goods: The following leather goods are necessary for the proper infantry impression:

a) M1858, .58 cal. Cartridge Box, black leather

b) Black Leather Cartridge Box Sling

c) M1854 Waist Belt, black leather, with keeper

d) M1855 Bayonet Scabbard, black leather

e) M1839 US Belt Plate, US Box Plate and Eagle Breast Plate

f) North Carolina Roller Buckle Belt

g) US Regulation Cap Box, black leather

h) Jefferson Bootie (brogan), black leather

3) Field Equipment: The following field equipment items are necessary for the proper infantry impression:

a) US 1858 Double-bag Knapsack

b) US 1858 Tarred Haversack

c) US Regulation Canteen (smooth-side or bulls-eye)

d) US Issue Wool Blanket

e) Rubber Gum Blanket or Poncho

f) US M1861 or M1864 Shelter Half

g) Period Eating Utensils

h) US Regulation Tin Cup

4) Weapons: The following weapons have been adopted by the Society for use in a proper infantry impression:

a) M1861 or M1863, .58 cal. Springfield Rifled Musket, leather sling, bayonet

b) 1853 or 1858, .577 cal. Enfield Rifled Musket, cloth or leather sling, bayonet

c) US 1842, .69 cal. Harpers Ferry Smoothbore, cloth or leather sling, bayonet

GENERAL RULES AND REGULATIONS

1) While participating at a re-enactment or living history program, the proper conduct and common courtesy will be shown at all times by each participant to the event host, fellow re-enactors and unit members.

2) All uniforms and equipment, military and civilian, must be made of proper material and construction.

3) All unit members shall conform to the wishes of the event host, and shall adhere to the rules and regulations of the event and its programs.

4) Camp Regulations: a) We will have an orderly, well-maintained camp portraying a unit in the field or a permanent camp, which ever is appropriate.

b) Firepits will be allowed in designated areas only.

c) All modern equipment, packages or foods are to be hidden from sight.

d) Do not leave your vehicle in camp. We suggest that you plan to be able to carry everything into camp. Please leave all unnecessary baggage at home.

e) Excessive drinking and rowdiness shall not be tolerated.

f) Be prepared for bad weather.

g) As a company, we are responsible for maintaining a guard within our street for the protection of personal and company property.

h) It is the duty of the sergeants to maintain order and cleanliness within the company street. We shall bag all trash and dispose of it properly.

i) No live ammunition or fireworks will be allowed.

j) No illegal substances will be tolerated.

k) No discharging of weapons in the camp area. Weapons are to be discharged during drill and battle, and only on command.

5) No one under the age of 16 is allowed to carry a weapon.

6) All unit members are expected to cooperate with and follow local law enforcement authorities.

7) All members are expected to behave in a professional manner as it reflects well upon themselves and their unit.

8) The unit will maintain strict discipline during a reenactment, no member will be allowed to act independently.

9) All personnel are required to participate in all drills and formations unless specifically excused by their company commander for guard, fatigue detail or sickness.

10) All members should make a concerted effort to remain in the camp as much as possible when off duty.

11) It is the duty of the sergeants to maintain company records, to make sure the company is well supplied with water and firewood, that order is maintained at all times, and that the appearance and performance of the company is maintained at a high standard.

12) As a unit we are expected to take care of ourselves, we must be aware of our common needs and each member is expected to watch out for his comrade in arms

13) When pledging membership in this unit , it is understood a dual impression is expected both Federal and Confederate. You must be willing to help in filling the ranks wherever needed.

REV. Dec 12, 2004