

DEPARTMENT ORDER #6

- 1.) By virtue of Department Order #4, dated November 24, 2013 suspending Brother Michael Bennett from the position of Department Secretary/ Treasurer the position of Department Secretary and Department Treasurer is now temporarily vacant.
- 2.) The Department Council having conferred and having considered the temporary vacancy and upon due deliberation have appointed Past Department Commander Todd A. Shillington, 15 Park Place, Holley, N.Y. 14470 as acting Department Secretary. In addition, the Department Council has appointed Past Department Commander Jeffrey Albanese, 19 Gregory Drive, Goshen, N. Y. 10924 as acting Department Treasurer both to serve until the charges against Brother Bennett have been resolved and/or until further notice otherwise. Until further notice, all further correspondence, camp reports, monies etc. normally sent to Michael Bennett shall be sent to the appropriate acting Department Officer
- 3.) Brother Bennett having served as Department Secretary/ Treasurer is reminded of among other things the provisions of Chapter V, Article I, section 9 regarding "Record Retention" of the National C & R, which seeks compliance with the IRS requirement that not-for-profits comply with the Statement of Federal Accounting Standards. Among other things, this requires the retention of all cash receipt records for a minimum of 5 years from the end of the fiscal year, cancelled checks for a minimum of 7 years, and bank accounts statements for a minimum of 7 years including Checking, Savings, CD's and any other form of investments. The Department Council has advised the Department Commander that there has not been complete compliance with these requirements by Brother Bennett. This includes but is not limited to the failure of Brother Bennett to provide complete bank statements or any actual CD statements, nor the identity and contact information of the current repository of any of the CD's listed in the Department Treasurers report given at the May 2013 Department Encampment nor in the recently provided report he prepared dated December 6, 2013. Any continued failure to do so in contrary to the law and prejudicial to the Department and the Order.
- 4.) Therefore, Brother Bennett is hereby directed and ordered to comply with these requirements forthwith but in no event later than December 17, 2013 by turning over these additional records to the Acting Department Treasurer.
- 5.) The Acting Department Treasurer is directed to forward a copy of this Order to Brother Bennett by regular mail.

So Ordered this Day, December 12, 2013

Robert Pugsley, PCC
New York Department Commander
SUVCW