



RATIFIED BY THE BOARD OF CAPTAINS, 201102201  
Cavalry Battalion  
Army of Northern Virginia  
By-Laws

**ARTICLE I: ORGANIZATIONAL IDENTIFICATION.** The formal designation for the organization is the CAVALRY BATTALION OF THE ARMY OF NORTH VIRGINIA. Within the by-laws and other publications, the organization may also be referred to as the "Cavalry Battalion," the "Cav Battalion," "the Cavalry," "the Cav," or the "Battalion."

**ARTICLE II: PURPOSE AND PROCESS.**

**Section 1: Purpose.** The purpose of the Cavalry Battalion is to provide an administrative headquarters to assist organizing, administering, recruiting, instructing, and training the cavalry contingent of the 1st Division, Army of Northern Virginia (ANV). The intent is to facilitate command and control, synchronization of effort, and dissemination of information and documents between the ANV and the several squadrons, companies, and/or troops comprising the battalion. Finally, the Battalion promote a positive image of the American South and of the Confederate States of America.

**Section 2: Process.**

A. The Cavalry Battalion will provide a static structure on which to base operational command and control at all events requiring this level of organization.

B. Event Determination.

1) The Cavalry Battalion will determine a listing of no more than five "maximum effort" events each year. These events may coincide with the ANV maximum effort events. Indeed, at least one of these should coincide. The Adjutant will consolidate this list, identify the source of the maximum effort designation, and disseminate listings to the Captains to inform the process by which they determine their Company events for the coming year. It is recommended that this listing be developed later than 30 November.

2) All Captains will provide the Adjutant with a listing of their respective units planned events, where they are located, when they are scheduled, and identify which company maximum effort events no later than 01 March of every year. The Adjutant will develop a roll-up of the battalion events with a view toward synchronizing effort supporting Battalion and ANV maximum effort events. The Adjutant will post this roll-up to the Battalion Command and Staff no later than 15 March. When necessary, the Colonel and Captains will negotiate events to ensure that all units are on a path that supports the ANV maximum effort events, the Battalion maximum effort events, and that ensures that each unit can have a successful year, as determined by maximum effort participation.

C. Command and Control.

1) For Cavalry Battalion events comprising two or more companies, the command and staff will exercise command and control over all ANV cavalry units and all attachments from other organizations. This command and control includes, but is not limited to, the authority to cross-level between companies to equalize troop strength, to form detachments, and to form one or more squadrons.

2) For events comprising two or more companies at which the Battalion is not present as such, the captains will reach an agreement on who will command the combined force based on whatever criteria are mutually agreeable. In the event that an agreement can not be reached, the Adjutant will be informed, he will provide a recommendation to the Colonel, and the Colonel will determine who will command the combined force. In the event that the Colonel is not available, the Adjutant will follow the succession of command outlined at Article VIII paragraph B.

3) For events comprising one company, the Cavalry Battalion will exert only administrative control.

4) The Cavalry Battalion and Companies may subordinate themselves to a Provisional Army of the Confederate States, Longstreet's Corps, United States Volunteers, or other recognized Blue-Gray Alliance higher headquarters with prior coordination on a case-by-case basis. Any ANV units operating as an attachment in this manner will accommodate the host scenario and regulatory guidance to the maximum extent possible consistent with ANV safety regulations and standards of historical impression. In case of conflicting guidance in this situation, the more stringent guidance will apply.

**ARTICLE III: MISSION.** The Cavalry Battalion provides a venue, by participating in both living history and reenactment events, by which the members may educate the public about all aspects of Civil War campaigning, members may increase their own knowledge of the same, and where like-minded re-enactors may gather together and enjoy family-friendly fellowship.

**ARTICLE IV: ORGANIZATIONAL GOALS.**

A. The Cavalry Battalion is committed to building and maintaining positive relationships with all re-enacting organizations, including but not limited to the Provisional Army of the Confederate States, Longstreet's Corps, and the United States Volunteers, irrespective of Confederate or Union affiliation.

B. The Cavalry Battalion is dedicated to maintaining the highest standards of the reenactment community. The Battalion will aid its membership and the public in gaining a more complete and objective understanding of the life and times of the men and women, both civilian and military, who served the Confederacy during the War Between the States.

C. The Cavalry Battalion is dedicated to preserving Southern heritage and honoring our ancestors. We will commemorate the service of those who fought bravely, endured terrible hardships, and accepted defeat with honor for "The Cause."

D. The Cavalry Battalion will promote, encourage and participate in the celebration of patriotic anniversaries of the United States of America and the Confederate States of America. The Cavalry respects the rights of those who wish to learn more about their heritage.

E. The Cavalry Battalion will always seek to improve its portrayal of the Confederate soldier and civilian through research and the study of literature and artifacts.

F. The Cavalry Battalion will continuously improve its efforts to present an accurate, educational, and enjoyable experience for American Civil War reenactment participants and spectators alike.

G. Provide developmental opportunities at events for all soldiers of the battalion to discuss battle vignettes, analyze battle tactics, and otherwise benefit from an on learning experience.

#### ARTICLE V: ORGANIZATIONAL VALUES:

A. The Cavalry Battalion denounces racism, anti-Semitism, racial supremacy, hate groups, and any group or individual that misuses or desecrates the symbols of the Confederate States of America and/or the United States of America.

B. The Cavalry Battalion encourages and is committed to family member participation. Family members add depth to the current reenacting experience and today's children may form the nucleus for tomorrow's reenacting community.

C. Loyalty. A component of reenacting involves hardware that was designed to kill. Mutual trust is an essential pre-condition for making this hobby work, both on and off the battlefield.

D. Respect. Always treat others as you would like to be treated yourself if the circumstances were reversed. Troopers are our most valuable commodity. Like loyalty, this is a two-way street.

E. Honor. Live up to all of the values. Remember that we render honor to those who have gone before us.

F. Integrity. Do what is right, both legally and morally.

#### ARTICLE VI: ORGANIZATION AND OPERATIONS.

##### Section 1: Administrative Organization

A. The Cavalry Battalion is composed of a battalion staff and two or more administrative companies.

B. Administrative companies must have no fewer than five (5) combatants as members. Any or all of these may be "dual-status" members (members may belong to another unit outside of the Cavalry Battalion), but careful management is required. Combatants are defined as those portraying military roles, whether officer or enlisted, cavalry branch or a staff corps. The administrative strength will be verified by the insurance rolls, both by number and category.

C. The number of individuals holding officer or non-commissioned officer rank should reflect the strength of the company. Battalion Staff and Field rank only apply when the Battalion operates as such and does not count against any given unit's officer or non-commissioned officer strength. Only company appointments controlled by the commander, board, or both count in this regard. The table at Annex A provides a suggested break-out.

##### Section 2: Field Organization

A. The Cavalry Battalion is composed of a battalion staff and two or more field companies.

B. Field companies will comprise a minimum of 12 combatants. The preferred strength for a company is between 16 and 24, bearing in mind that historical companies had strengths between 48 and 64.

##### Section 3: Command and Staff Organization. The battalion military staff may be organized as below:

A. Battalion Commander or Colonel.

B. Right Wing Commander or Lieutenant Colonel.

C. Left Wing Commander or Major.

D. Adjutant.

E. Quartermaster

F. Provost

G. Surgeon

H. Sergeant Major

I. Quartermaster Sergeant

J. Ordnance Sergeant

K. Color Sergeant

L. Chief Bugler

M. Chief Courier

N. Any officer D-H may have an assistant.

O. The Colonel may serve for up to a two-year term, as determined by the rules defined at the time of the vote.

P. The Colonel will nominate officers for appointment.

Q. There shall be no limitation imposed on the Colonel's consecutive terms in office.

#### ARTICLE VII: MEMBERSHIP

## SECTION 1: Application for membership

- A. Any interested American Civil War cavalry re-enactment organization with at least five active members may be considered for membership in the Cavalry Battalion.
1. Each such unit must apply, in the form of a letter of intent, to the Battalion for membership which must be approved by the Board of Captains.
  2. Each new unit must serve a probationary period of one (1) year in the Battalion prior to final acceptance, subject to the approval of the Board of Captains at the end of the probationary year.
  3. The new unit's designation must not conflict with the current roster of member units.
- B. The requirements satisfying probationary terms are outlined in the sections relevant to strength, participation, insurance, and conduct outlined elsewhere.
- C. Each new unit commander is encouraged to attend and may voice opinions at battalion meetings but may not cast a vote on battalion issues until it has fulfilled its probationary period and has been approved to become a full member unit of the battalion.
- D. The Cavalry Battalion commander will sponsor the new unit and present the unit for a probationary membership vote at the 1st Division A.N.V. Annual General Business Meeting. If accepted, the new unit will be placed on probationary membership status.
- E. Units on probationary membership status shall not be entitled to a vote at an Annual General Business Meeting.
- F. Units shall remain on probationary status until accepted for membership at the next Annual General Business Meeting by a vote of the membership.

## SECTION 2: Membership Requirements

### A. Insurance

1. Every unit in the Battalion must have liability and accident insurance for each of its individual members.
2. Every unit in the Battalion must obtain their required insurance through the current ANV carrier.
3. Companies will collect the current ANV membership dues and submit them, along with a company roster listing members by name and whether each is a combatant, non-combatant, or minor prior to the deadline set by the Adjutant.

### B. Unit Membership

1. All units must have a minimum of 5 active members to qualify for voting privileges.
2. Units with fewer than 5 members are encouraged to "fall-in" with existing member units until they can muster the required number of members.
3. The Battalion does not accept individuals as members but will encourage and assist such persons in joining an existing unit.
4. Individuals may not belong to more than one company within the Cavalry Battalion.
5. Age Limit Rule: No person, under the age of fourteen years shall participate with any ANV Unit, in any simulated combat scenario, at ANV maximum effort events or at ANV division sponsored/co-sponsored or hosted/co-hosted events except as provided herein.
  - a. ANV unit members, twelve through fifteen years of age (inclusive), may participate, with appropriate supervision, in such scenarios as functional musicians, color bearers, couriers, or as other unarmed non-combatants in historically accurate impressions only by permission of the Cavalry Battalion commander.
  - b. No person, under the age of twelve years, shall participate in any capacity on the field during such scenarios.
  - c. Minors taking the field must have a parent or authorized guardian present at the event. This matter is subject to the documented concurrence of the senior cavalry commander on the scene, the concerned company commander, and the concerned parent. This document must be carried by the minor so approved.
6. Implementing a cadet, Junior Reserve, or other youth program for re-enactors twelve through fifteen years of age (inclusive) to participate in such events is encouraged, and may be managed at the company level provided that these are approached as training and education programs for the next generation of re-enactors and reflect the proscriptions and permissions listed in paragraph 5 above.

### Examples:

- a. Dismounted drill with wooden sabers and muskets, supervised by sergeants and corporals, is appropriate.
  - b. Using experienced 12-15 year olds (inclusive of the endpoints) as acting corporals when conducting basic drill training for spectator's children, under the direction of sergeants and lieutenants is also appropriate.
  - c. The Battalion Commander is free to designate selected 12-15 year old minors to perform mounted service consistent with the prohibitions listed in paragraph 5 above.
7. Parental authorization, or that of the legal guardian, of any 12-15 year-old participating consistent with paragraphs 5 and 6 herein, is required.

### C. Event Participation

1. All member units (probationary and non-probationary) must attend at least three Battalion-designated "maximum effort" events each year.
2. Unit participation is based on the morning reports collected from the units at each event. The minimum standard is five combatants present for duty. In the event there is a question regarding the manner of participation, the affiliation identified on the registration form will control.
  - a. A copy of the morning report submitted to whichever headquarters is commanding the event at the time of the event shall be the database of record to determine a given unit's participation in events maintained by the Adjutant.
- 1) For events in which the battalion is present and constituted as such, the Adjutant will roll the company morning reports into a battalion morning report. The

Adjutant's signature on the latter report certifies all company reports true, so no further action is required at the company level for that day. At the company commander's discretion, the Adjutant may counter-sign the company report and return it for the company's records. Otherwise, they will be retained among the battalion participation records.

2) For all other events, copies of the morning reports, counter-signed by the event commander or his designated representative (usually the Adjutant), must be submitted to the Cavalry Battalion Adjutant (electronically or by post) within a fortnight of the event's end (usually a Sunday).

b. Morning reports must be submitted by administrative unit, irrespective of how the companies are task organized in the field organization for the event. For example, if Company H-1 has 10 present, Company A-35 has 6, and Company I-13 has 17 present, the battalion may organize as a squadron of two field companies, the first being Company I-13 and the second being Company A-35 and H-1 together.

c. Each individual administrative company will receive separate credit for event participation.

d. An administrative company must be constituted as such, and perform its battlefield role as such to receive participation credit.

e. Techniques, tactics, and procedures.

1) Two copies should be made of morning reports, one to be submitted to whichever commander or adjutant is concerned, and one to be counter-signed by the same person and retained in unit files. Carbon paper is a handy item to carry to the field.

2) It is recognized that there are company members who are also members of infantry or artillery organizations. These pose a special challenge that is manageable. As long as five combatants represent the cavalry on a full-time basis at any given event the unit may receive participation credit. How the unit manages this is the unit's internal affair, but a rotational method is recommended.

3. Pre Scenario Drill Rule: As a safety requirement, no unit will take the field in a battle or tactical scenario without having first conducted a drill at the event. The senior cavalry mission commander will approve any exceptions. Safety inspections are mandatory prior to all scenarios where weapons are used. The Colonel retains the option of keeping all or part of the Battalion out of any scenario.

#### D. Battalion Regulations

1. All units must agree to comply with existing standards of the Cavalry Battalion.

2. Units in violation of 1st Division A.N.V. or Cavalry Battalion standards and/or policies may be placed on probationary status for a period not to exceed one year. Such units shall be notified verbally and in writing of the reason(s) for which probationary is imposed, what corrective action must be taken, and within what time period for re-instatement into full membership. For Battalion-imposed probation, the Division commander may be consulted when Battalion Commander determines whether or not the unit has complied.

Otherwise, the Division commander will act on the recommendation of the Battalion Commander. Upon determining that the unit has complied, the Board of Captains may reinstate the unit's membership. The Board of Captains shall determine if units placed on probationary status under the provisions of this Section will be allowed to participate as member units.

#### ARTICLE VIII: GOVERNANCE

A. Board of Captains. Battalion corporate governance will be provided by a Board of Captains. All matters of governance shall reside exclusively with the Board. The Board of Captains shall consist of the commanders of the companies comprising the Cavalry Battalion. For the purpose of governance, the term "Captain" shall refer to the company commander, whatever his actual rank may be.

B. The Colonel, military staff, and company commanders will lead the administrative and field organization of the Cavalry Battalion. Order of succession of command is Colonel, Lieutenant Colonel (Right Wing), Major (Left Wing), the senior through the junior company commander, Adjutant, Sergeant Major, and then the senior through junior company (not staff) lieutenants. Seniority will be determined by date of rank.

C. Elections to the two-year position of Colonel will occur during the annual battalion meeting at the time of the ANV convention and be approved by a majority of the Board of Captains or by a specially convened meeting called by 2/3s of Cavalry Battalion membership. The Colonel will be elected to a two-year term during the annual Cavalry Battalion meeting held at the time of the ANV Convention by the Board of Captains, as defined at paragraph A2.

D. The Colonel nominates the battalion staff for confirmation by the Board of Captains at the annual meeting.

E. If, over the course of the year, at the Colonel's discretion, should a vote of "No Confidence" occur concerning a member of the appointed battalion staff, the individual may be removed.

F. So as not to monopolize the influence of one unit over others in the battalion, the battalion military staff personnel should be selected from all units available.

G. All Staff and Field officers, including the Colonel, shall be members in good standing with a fully recognized cavalry company within the ANV Cavalry Battalion. This provision precludes any person from belonging to a unit of another arm, such as infantry or artillery and holding office within the battalion. The battalion does not accept individual members.

H. The battalion commander may create functional committees to facilitate battalion business, for example:

1. By-laws Committee

2. Civilian Activities Committee

3. Recruiting Committee

4. Authenticity Committee

5. These positions will impart NO military rank within the battalion. Any member in good standing of a battalion unit may volunteer, be appointed, or be elected for committee positions. Where any such involvement conflicts with individual unit by-laws, the unit commander will inform the battalion commander and the matter will be resolved appropriately.

I. Meetings:

1. Board of Captains.

2. In addition to the annual battalion meeting, the Battalion may hold additional meetings throughout the year. These may be general in nature or limited to the Board of Captains.

3. Notice of Meeting

a. All member units shall be notified by the Adjutant as to the time and place of the any meeting.

b. Roberts Rules of Order shall govern all meetings although the intent is for meetings to be as informal as decorum permits.

c. Quorum. The quorum for the Board of Captains shall be 2/3 of the number of companies in good standing (non-probationary) within the Cavalry Battalion.

d. Resolution of matters considered by the Board of Captains. Matter considered by the Board of Captains shall be decided by a simple majority.

4. In the event that a captain can not attend any given Board meeting, he/she may designate a proxy in writing. Both captains must command units in good standing. A captain commanding a unit in good standing may not be represented by a captain commanding a unit on probation.

5. The original signed copy of this designation must either precede or accompany the proxy.

6. All captains are entitled to one vote, equal to that of any other captain. This vote may be cast for, against, or abstained.

7. If the Colonel is also a Captain, he must assign a proxy to represent his company at the Board of Captains. If any vote results in a tie he may vote to break the tie.

8. Sample topics:

a. Elections

b. Confirmation of appointments

c. Event scheduling

d. Amendment of the event schedule

e. Amendment of by-laws

f. Adoption/Amendment of SOP or regulation.

g. Acceptance of a unit.

h. Recall. Any Field and Staff officer, including the Colonel, may be removed by a vote of 3/4 of the Board of Captains. Any officer subject to removal from office under this provision has the right to appear before the Board.

i. Special Election. In the event that the Colonel is removed or is unable to fulfill his/her term in office, the Board of Captains shall convene to conduct a special election consistent with Article VIII.B. For Staff and Field officers other than the Colonel, the Colonel shall have the authority to appoint officers to fill vacancies consistent with Article VIII.C.

J. Reservation Clause. Any powers not explicitly granted to the Colonel by any provision of these by-laws shall be reserved to the Board of Captains.

#### ARTICLE IX: FISCAL YEAR

a. The Fiscal Year begins on April 1 each year.

b. The Fiscal Year is intended to coincide with the ANV insurance provider's census date and may be adjusted accordingly.

c. Participation is determined on a Fiscal Year basis.

d. Units must forward rosters identifying combatants, non-combatants, and minors to be postmarked or electronically transmitted no later than the beginning of the fiscal year.

ARTICLE X: AMENDMENT OF BY-LAWS. The bylaws may be amended, subject to a 2/3 vote in favor of the amendment(s) by the Board of Captains.

#### ARTICLE XI: MISCELLANEOUS

A. Matters of camp life and authenticity are remanded to the several companies to be dealt with in their SOPs, provided that the intent provided at Article IV guide the content therein.

B. Matters of safety are provided at Annex B.

C. Supercession. In the event of a conflict where the Battalion by-laws are less stringent than those of the 1st Division of the ANV, the ANV by-laws will supercede the Battalion by-laws are specifically authorized to be more stringent than those of the ANV under the provisions of Article V, Section 2, paragraph C1 of the ANV by-laws.

D. Omission. All matters omitted herein and covered by the by-laws of the 1st Division of the ANV will be referred to the same for resolution.

#### ANNEX A: Recommended Rank Structure Relative to Company Assigned Strength (Guideline)

The easy take-away from this is that for units numbering 5-9 the commander is a sergeant, for units 10-13 strong the commander is a lieutenant, and for a unit with strength of 14 or greater, the commander is a captain.



