

# **POLICIES AND REGULATIONS (2021)**

## ***THE THIRD REGIMENT OF MINNESOTA VOLUNTEER INFANTRY, CO. C* Civil War Living History Reenactors A Minnesota 501(c)(3) Non-profit Organization**

### **ORGANIZATION ADMINISTRATION AND POLICIES**

#### **I. Mission Statement:**

The Third Minnesota Civil War Living History Reenactors, by accurate portrayal of the typical Union infantry soldier, and particularly the members of the original Third Minnesota Volunteer Infantry, Company C, will strive to keep alive and honor the memory of the soldiers and civilians who lived during the American Civil War (1861-1865), and to encourage interest in and teach the history of this unit, our state of Minnesota, and the nation during that period in our history.

#### **II. Membership**

##### **1. Qualifications**

- a. Members must be of good character and have no felony convictions.
- b. Members must complete a membership application and pay the prescribed dues.
- c. Members must be in agreement with the policies and regulations contained in this document.
- d. Members must display an adequate knowledge of the Civil War, its events, people and everyday life, or be willing to learn and to regularly pursue such knowledge.

##### **2. Membership classifications: There shall be four classes of membership – Active, Associate, Student, and Honorary.**

- a. Active Members shall have the right to vote and hold office, and to be informed of and participate in unit activities, subject to the organization's policies and regulations and with an obligation to render their support through regular and timely payment of dues and other assessments as determined by the membership. The membership levels for active members are: Regular - 18 years and older, and Family - husband, wife, children. Minors who would like to fall in and participate with unit activities require written permission from a parent/guardian and pay a family membership.
- b. Associate Members shall have the right to be informed of and participate in unit activities, subject to the organization's policies and regulations and with an obligation to render their support through regular and timely payment of dues determined by the membership. Associate members do not have the right to vote.
- c. Honorary Membership is given to a member while they are currently serving in the United States Military. They retain the same rights as an Associate Member stated above.

##### **3. Term of membership**

- a. Membership, upon payment of dues, shall be valid for one calendar year

(January 1 – December 31). Membership may be extended for the next calendar year, provided one has been a member in good standing, by payment of annual dues.

4. Suspension and/or removal of members
  - a. Members may be suspended and/or removed from membership by recommendation of the officers and a vote of the membership for the following reasons:
    - aa. Failure to observe the stated purpose, function, goals, regulations and policies of the organization, as judged by the officers and membership. This includes delinquency in payment of dues or other usage fees, etc.
    - bb. Actions (including statements) that may compromise the reputation of and/or the existence of the organization, whether on the field or off.
    - cc. Actions that endanger the safety of a member or members. These actions include but are not limited to verbal and/or physical abuse and sexual harassment. Note: Weapons safety violations, particularly at public events, will be deemed especially serious.

### III. Officers of the Organization

1. Personnel
  - a. President: The President will chair the meetings of the organization and will be responsible for the overall operation of the organization.
  - b. Vice-President: The Vice-President will chair meetings in the absence of the President, assist the President in the performance of his duties, and assume (pending approval by the membership) the Office of President if the current President should be unable to serve.
  - c. Secretary/Treasurer: The Secretary/Treasurer will keep a record of all meetings and handle all correspondence, sent and received, relating to the organization, unless otherwise directed. The Secretary/Treasurer will collect and distribute monies and keep a clear and accurate record of the financial dealings of the organization, and will be ready to present a report of said dealings and current financial status at each meeting and when otherwise requested to do so. One signature shall be required to have access to all bank accounts.
    - cc. As the unit grows, the office of Secretary/Treasurer can be amended by a simple majority of the quorum present to be split to one position of Secretary and one position of Treasurer.
2. Meetings –
  - a. Meetings of the Membership are held once monthly during the calendar year. A simple majority of the Membership present at meetings shall constitute a quorum.
  - b. The organization officers shall meet as needed to plan the general unit meetings, and for other purposes, such as emergency business, as circumstances dictate.

3. Elections: Elections of organization officers (distinct from field/event commanders) will be held once a year in November. Elections will be by proxy ballot by mail or email, or by general consensus of the members present. A simple majority of the quorum of the Active Membership will be necessary for election.

#### IV. Unit Finances

1. Collection of Dues – Each active member will pay annual dues of \$20.00, payable in January. Dues for each associate member will be \$10.00. Family dues are \$30.00. Businesses/Sponsors: Donations from interested parties will be cheerfully accepted, pending approval by the members of the appropriate committee. Honorary members are complimentary, at the discretion of the members.
2. Use of collected monies – Monies collected through dues and fundraising will be used for organization expenses. The cost of participating in reenactments and other events will be covered by assessments charged to participating members, who will be asked to pay in advance of the event, with payment deadline set as needed.
3. Disposal of funds & equipment: In the event that the organization is disbanded, funds remaining in the Treasury will be donated to The Civil War Trust a.k.a. the American Battlefield Trust, to be designated for Civil War battlefield acquisition or preservation and/or the Minnesota Historical Society, to be designated for the preservation and conservation of The Third Minnesota Regimental artifacts in the holdings of the Minnesota Historical Society, or such organizations deemed worthy with a vote of the quorum deciding. Equipment will be sold giving members first chance or donated to like minded organizations. All funds from sale of equipment will be deposited in the treasury and dispersed as stated above.

- V. Amendments: The above policies and regulations may be changed by a simple majority vote of the Active membership, or by consensus of the officers, subject to approval, by a simple majority vote, of the organization's membership.

### **RE-ENACTING UNIT REGULATIONS**

#### I. Purpose and Function

- a. The Third Minnesota Infantry, Company C, exists to provide opportunities for our members to experience first-hand, in as authentic a manner as possible, the life and times of a soldier in the Union Army (1861-65), with special emphasis on the original Third Minnesota Volunteer Infantry, Company C. Our emphases will be historical, educational, patriotic, social and recreational.
- b. We also intend to share our historic impression with the public, thus informing and educating them about this momentous turning point in our Nation's History, and also to make them more aware of the contributions and sacrifices citizens of our own State made toward the War effort.

- II. Membership: We have the following policies with regard to holding membership in this unit of Civil War re-enactors/living historians.
1. Basic Requirements – Each member of the unit will be required to pass muster before being accepted as an active member. Muster requirements are found in Appendix B. General membership requirements and policies are listed below:
    - a. Age: We welcome all ages to join our unit, but certain activities, notably carrying and/or firing of weapons, may be restricted to those age 16 or older. Those under age 16 are encouraged to concentrate on camp life activities, duties as musicians (bugle, fife, drum) or orderlies to the officers (guidon bearers, etc.)
    - b. Equipment: Members are expected to have authentic equipment that will fit in with our impression, or be actively working on acquiring such items. For a list of required and optional equipment, please see Appendix A below.
    - c. Safety: Safety, particularly during reenactment events in the presence of the public, is of primary importance. Those age 16 or older who have either passed a firearms safety course or have otherwise received training and exhibited competence in the use of black powder weapons will be allowed to fire weapons as part of this unit. In certain cases those unit members under the age of 16 may be allowed to fire weapons, providing they have successfully completed a firearms safety course, have the permission of a parent or guardian, and then only after passing muster. Safe use of any and all equipment and safe actions when in the field, drilling or tending camp will be expected of all members. This includes the use of tools (axe, saw, hammer, etc.). Foolish or careless actions will result in discipline, the type and degree of which will be determined by the officers.
    - d. Accurate historic portrayal (First-Person impression): All our members are encouraged to research one or more soldiers of the original Third Minnesota Infantry, Company C, and to develop a reenacting persona that reflects a particular soldier. Such a first-person impression will be of value when we visit schools, participate in living history events, etc. Some events do have first-person competition, and on occasion we may also have similar activities in the unit.
    - e. Promotions: Unit members may rise in the ranks based on performance at events (camp and battle), first-person competence, recommendation of the officers, consensus of the rest of the members, or a general display of improvement in knowledge, military skills and the ability to transform yourself into a Union soldier of the 1860s. A unit member may request a rise in rank, which will then be reviewed by the unit, and a fair decision made on the basis of the above factors and others that have a bearing on a particular case.
    - f. Liability: Please review your personal insurance coverage to be certain that when participating in unit events you are properly and adequately covered in the event of accident or injury involving yourself or others. Having issued this notice of liability, the unit is not responsible for such accidents or injuries, or for inadequate insurance coverage on the part of the members of the unit.
  2. Participation (Exclusions)
    - a. Members may participate in any event, provided they are members in good standing (See Membership 3a.).

- b. To maintain *active* membership in good standing, we require that members are current with their dues and participate in at least two (2) unit events or presentations each year, excluding health or family obligations.
  - c. Members will be asked to not participate if they have demonstrated disregard for regulations, unwillingness to correct an inaccurate and improper impression, or behavior that is not in keeping with decent moral standards as established and agreed upon by the members.
3. Regimental Organization
- a. Command Structure
  - b. Non-Commissioned officers
  - c. Privates
  - d. Surgeons, stewards and nurses
  - e. Musicians
4. Regimental Duties (Camp & Field)
- a. Officers – Responsible for submission of reports, running of the camp and leadership on the field. All members are to report to the commander or his representatives (Officer of the Day, Corporal of the Guard, etc.) with all requests to leave the camp, to be excused from duties, etc.
  - b. Non-commissioned officers - Sergeants will be responsible for maintaining a unit roster, Roll Call, Recruiting, and carrying out of officers' commands on the field. Corporals will serve as Corporal of the Guard, arrange for Guard Mount; assignment of unit details, fatigue duty, etc.
  - c. Enlisted – Privates will be assigned various camp duties including, but not limited to: Specific tasks when making and breaking camp at unit events, fatigue duty, special duties, etc.
  - d. Surgeons, stewards, nurses – The Surgeon will see to the health of the company in camp and on the field. This will mean conducting sick call and other duties as deemed necessary by the circumstances. The Surgeon will also demonstrate surgical techniques, and may be asked to join with other medical personnel, especially at larger events. However, he will be primarily responsible for our company. Stewards will assist the Surgeon in the performance of his duties, which will include tending to the wounded on the field of battle. Nurses will also render valuable service to the Surgeon. They may be allowed, depending on the rules of a particular event, to carry water to the wounded on the field or behind the lines once the stewards and ambulance personnel have carried the wounded to a place of safety. Other duties may develop as our unit grows and our impression progresses.
  - e. Musicians – We hope to have a bugler, one or more drummers, and fife players. Other musical expressions, such as fiddle, banjo, vocals, etc. will be welcomed and encouraged.
  - f. Please note that when the unit participates at larger events, any and all members may also have Brigade responsibilities/duties.

## **APPENDIX A: Uniform and Equipment Specifications and Requirements for Active Membership as a Soldier**

**General:** In order for any item of uniform or equipment to be authorized for use at any official regimental function, it must be:

1. Supplied by a reputable sutler/vendor acknowledged to be authentic (as specified on the regimental supply list) with regard to the equipment made and sold, or made of approved materials and according to the pattern specified on the supply listing.
2. Approved as to authenticity and appropriateness by the regimental quartermaster or his designee. Any addition or exclusion from the standard equipment list is also subject to approval, remembering that our intention is to portray a typical field military unit.

**Required:** (for active members to pass muster)

Forage Cap: M1861 regulation (or 1858 or 1862 "Hardee" hat)

Sack Coat: M1858 unlined (lined may also be acceptable) with pocket, according to regimental pattern and materials.

Trousers: M1861 kersey wool, side seam pockets, according to regimental pattern and materials.

Shirt: regulation slit front style, wool or cotton, according to regimental pattern, or civilian style and materials subject to approval, or late war placket front gray wool issue style.

Shoes: laced bootees of regulation pattern, or civilian boots subject to approval.

Cartridge Box and US Plate with Shoulder Belt and Eagle Plate: M1855, 69 or 58 caliber.

Cap Box: regulation triangular from pattern.

Waist Belt and US Plate: buff or smooth leather, brass or leather clip.

Bayonet Scabbard: buff or smooth, with integral frog, Springfield patterns.

Musket or Rifle-Musket with Angular Bayonet, following patterns: US Rifle Musket Models 1855, 1861, 1842 US Musket Models or such as approved by the unit. Foreign muskets or rifle muskets with three (3) barrel bands (e.g. Enfield) and a total barrel length of approximately 40" in percussion or percussion conversion.

Replicas of any of the above specified arms.

Additional Requirements: (for active members who have passed muster) Poncho or Gum Blanket: of regimental pattern and approved materials.

Canteen: of smooth or bulls-eye pattern, of brown, gray, or sky blue color and of kersey, jean or satinette cover.

Haversack: tarred and of approved pattern. White cotton sail cloth is an acceptable alternative that was more common with Western troops.

Blanket: tan with dark brown stripes (gray acceptable).

Mess Gear: as needed and of period style.

Shelter Half: of approved pattern.

Tin cup of approved pattern.

## **APPENDIX B: Official Regimental Drill**

**General:** The official regimental drill of the 3rd Minnesota Volunteer Infantry shall consist of Casey's United States Infantry Tactics 1862 as modified for use of the rifle-musket and taught by the regimental staff and company non-commissioned officers. Note: In some

instances, we may follow in part other manuals, such as Hardee's as was used in early war by the Third Minnesota.

Required: To pass muster, recruits shall perform the following portions of that section of the official regimental drill known as the School of the Soldier, exhibiting proper cadence and precision of arm, feet, and musket positions:

Fall IN Shoulder ARMS Right FACE Left FACE

Load In Nine Times LOAD Handle CARTRIDGE Tear CARTRIDGE

Charge CARTRIDGE Draw RAMMER

Ram CARTRIDGE Return RAMMER

PRIME Shoulder ARMS

READY

AIM

FIRE Recover ARMS

Fix BAYONET

Charge BAYONET Order ARMS Unfix BAYONET

Parade REST

Attention SQUAD Fall OUT

### **APPENDIX C: Firearms Training and Safety**

General: Firearms safety is of primary importance to our unit, since we handle and discharge weapons before the public. Therefore, we expect everyone in the unit to adhere to the following policies and rules with regard to our use of muzzle loading weapons:

ANY WEAPON THAT HAS BEEN USED FOR LIVE FIRE MUST BE CHECKED THOROUGHLY BY TWO NCO'S.

- a. Absolutely no smoking when handling black powder.
- b. Do not point a weapon at anyone.
- c. Fire only when commanded or approved.
- d. Keep hands and face away from muzzle at all times.
- e. All blanks to be loaded with 60 grains-this not only provides a good report for spectators, but provides a better indication to you that your weapon has fired.
- f. Watch those around you for mistakes and help less experienced members correct them.
- g. Ramrods – The use of ramrods is *not allowed at most events*, particularly when skirmishing against other troops. Where ramrods are allowed, be extra careful to remember to remove your ramrod before firing.
- h. It is best to not fire blanks at other troops when within 50 feet, but if closer contact cannot be avoided and historical accuracy demands it, firing closer than 50 feet is allowed, provided the weapon is aimed safely to one side or the other, or up or down, without compromising authenticity.
- i. Authentic reproduction blanks only are to be used.
- j. Ramrods are to be sprung after firing.
- k. Clean your weapon after each use.
- l. When oiling the bore, use a light film of oil to reduce misfires on the next use.

- m. If you experience a misfire, inform the ranking NCO or the range safety officer for proper procedure.
- n. PAY ATTENTION!
- o. A mentor will be assigned to a new member for the first year.

## **APPENDIX D**

### **Policies and Requirements when before the Public:**

Expected conduct – Alcohol, except used sparingly as part of a legitimate impression, will not be allowed for use by our members in camp or on the field. Also, cigarette smoking will not be allowed. Reasonable use of pipes or cigars as part of one's impression will be permitted. Women will not be allowed as part of the camp, especially overnight, unless they are properly attired and serve a legitimate function as part of our historic impression. Officers occasionally had their wives with them, at least for a time, but we will generally discourage this practice.

#### 1. Policies of appearance before the public:

If you must use an item that was not available before April, 1865, do so in a manner which will not detract from the unit's appearance. Reasonable time will be allowed for unit members to attain a historically authentic impression.

- a. Do not wear wristwatches and sunglasses. Period eyeglass frames and pocket watches are recommended, but not required. If you do wear modern underwear, keep your shirt buttoned up and pants pulled up to your natural waist so it doesn't show. Modern jewelry and multiple piercing jewelry are not allowed and are to be removed for the event. All tattoos are to be covered. If showing, you must have a period explanation.
- b. Smoke pipes (briar, clay or meerschaum) or cigars and light them with wooden matches. Dispose of cellophane, tinfoil, and plastic pouches or wrappers beforehand including from chewing tobacco. No cigarettes.
- c. Drink your beverage from your tin cup, filling it in private and leaving your modern cans, bottles, etc. in your car trunk or a trash receptacle beyond the campsite.
- d. Regardless of what you sleep in, have your poncho and blankets in the field or camp. If you must, take out your sleeping bag and air mattress only when going to bed or after dark, and return them to your car first thing after getting up, before camp opens to the public or cover with a period looking blanket.
- e. Period cooking utensils are tin, sheet iron, and cast iron; no aluminum, teflon, plastic, stainless steel or WW II G.I., etc. If bringing your own food, remove plastic, cellophane, cardboard, and modern paper wrappers and can labels before coming to camp. Make bags of cloth or poncho material to carry your food; Use wood, horn, burlap, or metal containers for condiments, matches, etc.
- f. Women portraying soldiers are neither encourage nor discouraged, however if portraying, the woman must take every step possible to conceal her identity and sex, as those also did during the Civil War. Those wishing to portray a soldier will be considered on a case by case basis.

#### 2. Policies of authentic behavior before the public:

Remember that enlisted men were punished for every deviance from military regulation and bearing. As an authentic private you wouldn't goof off where you could be seen at it.



- a. Use the chain of command up and down. A private goes to the squad leader with questions and the First Sergeant tells the squad leaders what needs to be done. Always inform your squad leader if you're going to leave the area so the squad leader will know where you are at all times. The First Sergeant expects the squad leaders to know where members of their squads are.
- b. Do not salute NCOs, but address them as “corporal” or “sergeant.” Always salute shoulder straps. Who is wearing them is immaterial to authenticity. Stand at attention and answer “yes sir” or “no sir.” In ranks or on detail the ranking man calls all to attention and salutes for all.
- i. Form in two ranks immediately upon the order to “fall in” or the bugle call “assembly.” Fall in by height at the attention without talking. Answer the roll call “here, sergeant” as rapidly as you can.

## **APPENDIX E**

### **Civilian – Specifications and Requirements**

General: In order for any civilian to represent the 3<sup>rd</sup> Minn. at regimental functions, they must be:

1. Approved as to the authenticity and appropriateness for the person that they are portraying.
2. Attired in the appropriate dress or suit of clothing for their persona and expected to act in accordance with the morals and etiquette of the mid 19<sup>th</sup> century.
  - a. New members are strongly encouraged to attend one civilian orientation session in the year, usually during the off-season.
  - b. Female dress: Dropped shoulder seam – no exceptions. Appropriate colors and patterns of fabric and length of sleeves and dress is dependant on the age of the female civilian or event.
  - c. Male suit: Consist of pants, vest, braces, sack coat and white or patterned shirt.
  - d. All females are to wear their hair parted in the middle and pulled back as to the standards of this time frame. Men will wear their hair parted on the side.
  - e. No modern make-up. Powder and rouge only is acceptable according to your persona or event.
  - f. Period eyeglasses are strongly encouraged or none at all.
  - g. Women and children are not allowed to trespass through the military camp unless the scenario or event warrants it.
  - h. There is common sense when working around the camp fire. No hoops, and be mindful of the long skirt, apron, petticoats. No bare feet!
  - i. All minor children are expected to ask permission or alert an adult to leave camp as the site or scenario warrants. There is safety in numbers!
  - j. Civilians are encouraged to help out or offer with meal preparation and clean-up and to contribute to the food requirements of the event.
  - k. Accessories, footwear, daily and/or camp necessities are expected to fit the era as explained in Appendix D.
  - l. No cigarette smoking in camp. Women did “dip” but only according to your persona. Men smoked pipes and cigars as covered in Appendix D. If you must smoke modern cigarettes, please go to your vehicle at the event.

- m. Civilians wore hats when outside. We strongly encourage a sunbonnet to keep the summer sun off your face. Other appropriate head wear is encouraged pertaining to your persona. Men will wear the appropriate hat for their persona.
- n. You are encouraged to research a persona based on an ancestor or develop a persona. Some examples of civilians connected with the war experiences:  
Females – Nurse, laundress, cook, Sanitary Commission agent, Christian Commission agent, Vivandere, refugee, visiting officer's wife/family.  
Males – Newspaper reporter/correspondent, doctor, teamster, sutler, politician, sketch artist, photographer, Sanitary Commission agent and Christian Commission delegate.

**STATEMENT OF AGREEMENT AND  
APPLICATION FOR MEMBERSHIP**

*To be kept on file in the unit records*

I, the undersigned, do hereby signify that I have read and understood and do agree with the policies and regulations as contained in the above "Policies and Regulations of the Third Minnesota Regiment, Company C, Civil War Re-enactors/Living historians." I hereby also apply for membership in the aforementioned organization, pending acceptance by the membership.

By my hand on this, the \_\_\_\_\_ day of \_\_\_\_\_, in the year of our Lord \_\_\_\_\_

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Signature

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Signature of parent/guardian if member is a minor

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Emergency contact name and phone number

FOR YOUR SAFETY, IF YOU HAVE A MEDICAL CONDITION/MEDICATION OR ALLERGY THAT WE SHOULD KNOW ABOUT, PLEASE STATE IT BELOW: