



TROOP 462
Chesapeake, VA
Scouts BSA
Tidewater Council

BYLAWS

TROOP 462 MISSION STATEMENTS

Scouts

“To embody the Scout Oath, Scout Law, Scout Motto and Scout Slogan in every day of our lives.”

Adults

“To support our scouts in the growth of their moral strength and character, participating citizenship, and their development of physical, mental and emotional fitness.”

Scouts and Leaders
CODE OF BEHAVIOR
TROOP 462

TRUSTWORTHY A Scout tells the truth and keeps their promises. Honesty is part of a scout's code of conduct. People can depend on a Scout.

LOYAL. A Scout is true to their family, friends, Scout leaders, school, nation, and the community of the world.

HELPFUL A Scout is concerned about other people. A Scout willingly helps others without pay or other reward.

FRIENDLY A Scout is a friend to all. He or she is a friend to other Scouts and all the people of the world. A Scout seeks to understand others and respects those with ideas and customs different from their own.

COURTEOUS A Scout is polite to everyone and knows that good manners make it easier for people to get along together.

KIND A Scout understands that there is strength in being gentle. A Scout treats others as he or she wants to be treated and is never cruel to living things.

OBEDIENT A Scout follows the rules of family, school, and troop. A Scout obeys the laws of the community and country. If a Scout thinks some rules and laws are unfair, he or she tries to change them in an orderly manner, rather than disobeying them.

CHEERFUL A Scout looks for the bright side of things and cheerfully does tasks that come their way. A Scout tries to make others happy.

THRIFTY A Scout works to pay their way and to help others. A Scout saves for the future. A Scout protects and conserves natural resources. A Scout also carefully uses time and property.

BRAVE A Scout can face danger even when afraid. A Scout has the courage to stand for what they think is right even if others laugh at or threaten him/her.

CLEAN A Scout keeps body and mind fit and clean. A Scout admires those who believe in living by these same ideals. A Scout also helps keep his/her home and community clean.

REVERENT A Scout is reverent toward God and is faithful in their religious duties. He/she respects the beliefs of others.

Scouts BSA
TROOP 462
Chesapeake, VA

BYLAWS

ARTICLE I. PURPOSE

- A. BSA Scout Troop 462 is a volunteer organization that accepts the principles and policies of the *SCOUTS BSA* and is dedicated to the purpose of Scouting. The purpose of these bylaws is to outline and guide the organization and operation of Scout Troop 462 in accordance with established Scouts BSA policies and procedures.
- B. In the event that any guidelines set forth in this document conflict with any established BSA policy or publication, the BSA policy or publication shall take precedence.

ARTICLE II. OBJECTIVES

- A. To strengthen the development of the Scout's character, citizenship, spiritual growth, and leadership.
- B. To improve understanding and promote helpfulness within the family.
- C. To encourage the ability to get along with other Scouts and respect other people.
- D. To foster a sense of personal achievement by developing new interests and skills.
- E. To help the Scout do their best.
- F. To encourage good sportsmanship and pride in growing strong in mind and body.
- G. To provide fun and exciting things to do.
- H. To bring Scouting to as many as youth as possible.
- I. To prepare the youth for adulthood.

ARTICLE III. ORGANIZATION

- A. Deep Creek United Methodist Church, Chesapeake VA, is the Charter Organization for Troop 462. All Adult Leaders must be approved by the Charter Organization Representative (COR).
- B. Troop 462 is a "Scout-led" Troop, meaning that the activities and meetings are led by the Scouts themselves, under the guidance and supervision of registered BSA Adult Leaders.
- C. The Adult Leaders in the Troop provide the structure within which the Scouts plan and conduct their meetings, outings, service projects and special events.

- D. The Scouts in the Troop are organized by the Scoutmaster, Assistant Scoutmaster and Senior Patrol Leader into various Patrols, which represent the essential scouting units within the Troop.
- E. Periodically all Scouts in the Troop shall elect from among their eligible fellow Scouts, one who will serve as Senior Patrol Leader (SPL). The SPL will consult and seek approval of the Scoutmaster to appoint other willing Scouts to help serve in various Scout Leadership positions within the Troop.
- F. Scouts within each Patrol shall also elect from among themselves, their own Patrol Leader (PL). Assistant Patrol Leaders shall be appointed by the Patrol Leader, who will then organize and lead monthly Patrol Meetings and represent their Patrols at the Green Bar meetings. If the PL is not present, the APL shall assume the role and responsibilities of acting as PL.
- G. Green Bar Council: The Green Bar Council is comprised of all Youth Leadership. All attending Youth Leaders are voting members of the Green Bar. The Green Bar Council shall meet monthly, organize regular Troop meetings, help plan Troop outings and activities and communicate with the Troop Committee to assist in carrying out Troop activities and events. Green Bar Council shall also schedule periodic Troop Leadership Elections. The Green Bar Council shall run the annual Troop Planning Meeting in early spring to organize the calendar for the upcoming year's events. This allows the committee time to coordinate a calendar in a timely manner to ensure a budget is in place by the end of September before re-charter deadlines.
- H. Adult Leaders are registered with the Troop and include Scoutmaster, Assistant Scoutmasters, Troop Committee members, and others. The Troop Committee is comprised of all registered adults within the Troop who hold Committee positions. Scoutmasters and Assistant Scoutmasters may attend committee meetings but are not voting members. Positions that constitute the full Troop Committee are as follows:
- Chartered Organization Representative – Non-voting member.
 - Committee Chair – Only votes in case of tie.
 - Secretary
 - Treasurer
 - Advancement Chair
 - Outdoor/Activities Chair
 - Fund Raising Chair
 - Training Coordinator
 - Equipment Coordinator
 - Membership Coordinator
 - Friends of Scouting Chair
 - Service Coordinator
 - New Parent Coordinator
 - Summer Camp Coordinator
 - Committee Member (No specific position)

The Committee Chair and Scoutmaster will meet with the Charter Organization Representative each year, to discuss his or her intention regarding continuing in their current position for another term of service.

The committee will hold an annual review to affirm/deny the current Scoutmaster, Committee Chair and Treasurer positions for the adult leaders who hold them. If another

adult wishes to run for a desired position at the end of any committee member or Scoutmaster's term of service, an election may be held by the committee, and a winner decided by a 60% of attending members vote. The timing of this annual review will be determined by the committee so as to make any leadership transitions as seamless as possible for the Troop.

- I. Troop Committee Responsibilities: The responsibilities of the Troop Committee as a whole include but are not limited to:
 - Selecting quality Adult Leaders and ensuring they are properly trained
 - Properly maintaining all BSA records and outing documentation of Scouts and Adults
 - Encouraging the development of Scouts towards their goals and advancements
 - Ensuring timely Boards of Review for Scouts as needed, and periodic Courts Of Honor
 - Assisting with Friends Of Scouting campaign
 - Managing Troop finances and budget
 - Assisting the Troop Scoutmaster as needed
 - Communicating with the Charter Org. Rep., Council and District BSA Units and other local Units within BSA.
 - Providing a monthly Committee meeting open to all Troop Leaders and Scout parents. Should a parent have a specific matter to present to the committee, they must formally (in writing or via e-mail) submit their issues to the Committee Chair two weeks before the scheduled meeting.
- J. A quorum is required for all troop committee votes and will be 60% of the active committee members. Although parents may attend committee meetings, to be a voting member, you must complete the BSA committee member training and be a registered committee member.
- K. The Treasurer shall maintain records of all Troop finances. The Treasurer shall present a statement of current Troop account balances, payments, receipts and projected upcoming expenses at regular Committee meetings. The Troop Committee, in consultation with the Treasurer, shall set annual registration dues and create a new budget by the end of each September for the coming year. An annual financial audit of the Troop funds shall be completed and approved by the Committee Chair, and presented to the committee and the COR.

ARTICLE IV. BASIC POLICIES

- A. The basic rule of behavior for all Scouts and Leaders in the Troop is the Scout Law. All points are to be part of each person's behavior. For safety reasons and to assure a quality-scouting program, we must insist on adherence to the Scout Law and particularly a respect for adult leaders.
- B. Advancement will take place through periodic Boards of Review. All rank advancement expects that a Scout demonstrate Scout spirit.
- C. Attendance and participation at weekly Troop meetings and at Troop functions is expected of all Scouts. Scouts should attempt to inform their Patrol Leader in advance, if they will miss any meeting or function. Scouting is a commitment to the whole Troop. All Scouts should participate to the best of their ability in the Troop.
- D. No drinking of alcoholic beverages or use of illegal drugs at Scout functions or while in a BSA uniform.

E. Official uniform is as follows (unless otherwise specified):

- Official Scout shirt with proper insignias
- Uniform pants or shorts *
- Uniform socks *
- Official belt and buckle
- Troop neckerchief with slide
- Shoes shall be closed toed shoes or boots for all outdoor activities and while in uniform.

A complete uniform is to be worn at all troop meetings and functions unless specifically excused by the Scoutmaster.

* Optional (Non-uniform pants worn in lieu of uniform pants must have belt loops and shall be in good condition and clean).

- F. The active participation of parents is essential and parents must assist with Troop activities and leadership as needed.
- G. To join the Troop, a parent must register the youth, complete the BSA Medical Emergency Information Form (minimum of parts A & B before the first outing)
- H. It is recommended that Patrols are limited to eight (8) Scouts.
- I. All adult leaders, and as many parents as possible, are required to complete Youth Protection Training course on-line. All adult leaders will adhere to the BSA "two-deep leadership" policy as outlined in the BSA Safe Scouting, *"Two registered adult leaders or one registered leader and a parent of a participant, both of whom must be 21 years of age or older, are required on all trips and outings."*

ARTICLE V. FINANCES

- A. Troop dues are determined each year based on the budget approved by the Committee. The Green Bars will formulate a proposed budget at the beginning of every school year and the SPL will present it to the Committee for their discussion and approval. Final dues amount and due date will be decided by the Committee.
- B. Families should (a) pay the entire annual dues for the coming year no later than the second Troop meeting in November (i.e. pay in full in advance), or (b) make arrangements with the Treasurer for a payment plan. Delinquent dues may prevent a Scout from receiving awards, participating in Troop activities and/or being dropped from the roster at re-charter in December. These dates may be affected by changes in National and/or Council dues structure and re-charter date requirements.
- C. New members to the Troop will be required to pay prorated dues based on the time of registration. This assessment will be used to pay the council registration fees and assist the Troop with the purchase of necessary equipment to support the new member.
- D. The major source of Troop funds comes from fundraisers such as Popcorn sale. We depend on the scouts to support these efforts by their participation in the various fundraisers. The scouts are expected to participate to their fullest ability with sales and administrative assistance to ensure that each scout reaches their sales goal.

- E. It is anticipated that additional funds will come from Committee approved fundraising activities, as well as donations from private individuals or businesses.
- F. Scout Participation of Troop Fundraising Proceeds: the profit that each Scout earns for the Troop from fundraisers will go into the troop's general fund and goes to offset the cost of campouts and other troop activities.
- G. Boy's Life subscription fees are assessed at the time of re-charter and are an additional \$12 on top of the normal annual Troop dues (see Article V, Part A).

ARTICLE VI. TRANSPORTATION AND OUTINGS

- A. A medical release and permission form must be submitted for each Scout prior to any outing and must be renewed every 12 months.
- B. A minimum of two (2) adult leaders (at least 21 years of age) must be in charge and accompany the group.
- C. All drivers must have a valid driver's license that has not been suspended or revoked for any reason. If the vehicle to be used is designed to carry more than 15 persons, including the driver, the driver must have a commercial driver's license (CDL).
- D. The driver must be currently licensed and at least 18 years of age.
- E. Transportation must not be in open vehicles such as convertibles, open trucks or dune buggies. Trucks may not be used for transporting passengers except in the cab.
- F. Passenger cars, station wagons, or sport utility vehicles may be used for transporting passengers. There must be a safe seat for each person and the use of seat belts is mandatory.
- G. All vehicles must be covered by automobile liability insurance with limits that meet or exceed requirements of the state in which the vehicle is licensed. It is recommended that coverage limits are at least \$50,000/\$100,000/\$50,000. Any vehicle designed to carry 10 or more passengers is required to have limits of \$ 100,000/\$500,000/\$100,000.
- H. Do not travel in convoy (See page 4, No. 2, in *Guide to Safe Scouting*.)
- I. All driving, except short trips, should be done in daylight. Driving time is limited to a maximum of 10 hours per day and must be interrupted by frequent rest, food, and recreation stops. If there is only one driver, the driving time should be reduced and stops should be made more frequently.

ARTICLE VII. MEETINGS

- A. Monthly committee meetings will be held on a consistent date as specified by the Committee. Dates will be advised and parents are invited to attend any meeting. Committee meetings are highly recommended for all registered Committee Members, Scoutmaster, Committee Chairman, Advancement Chairperson and Secretary. This meeting is generally held on the third Thursday of each month.
- B. The Committee Chair will provide an agenda for the committee meetings and all members will stick to the agenda or request a vote to deviate from the agenda.

- C. Weekly troop meetings will be held each Thursday of the month at the Deep Creek United Methodist, except as otherwise arranged. Meetings start 6:30pm promptly and end at 8:00pm.
- D. The second Thursday of every month will be a Green Bar meeting vice regular scout meeting. See Para III.G. above for Green Bar Council.

ARTICLE VIII. REVIEW AND AGREEMENT

- A. These Bylaws have been created by the Troop Committee of Troop 462 and are subject to change by majority vote of the Committee. These Bylaws will be reviewed and updated annually.
- B. Please sign the attached Commitment Form to indicate you have read these Bylaws and agree to help with Troop activities whenever possible. Return the form with the registration and medical form.

READ AND ACKNOWLEDGED:

Troop Committee Chairman

Scoutmaster

Date

Date