Ajapeu Lodge 33
2013-14 Lodge Operating Procedures Amendments

Resolved, that the following changes be made to the Lodge Operating Procedures, effective upon the affirmative vote of two-thirds of the Lodge Executive Committee and the majority of the voting membership of the lodge present at the next lodge meeting.

- Section I, Article D.
  - Clause 1: At the discretion of the Scout Executive, the lodge shall be divided into chapters, with one chapter for each of the districts established by the Bucks County Council, Boy Scouts of America, or in some other way that the Scout Executive shall prescribe.
  - Clause 2: Unit and district registration shall determine membership of a chapter. Any member who is registered in more than one district shall be assigned to a chapter based on his or her primary registration. Any member who is not registered in a district shall be required to indicate his or her preference of a chapter to the lodge secretary.
- Section I, Article E
  - Clause 1: These rules shall be subject to amendment at any regular or special meetings of this lodge providing such amendment has been submitted in writing to the Lodge Executive Committee at least ten (10) days prior to such meeting, and that due notice has been sent to all active members at least ten (10) days prior to such lodge meeting. A two-thirds vote of the Lodge Executive Committee shall be required to present an amendment to the Lodge. A simple majority of members present at the lodge meeting shall be required to pass an amendment.
  - Clause 2: Certain sections, articles or clauses, which are designated by asterisks, shall not be amended unless such changes are made by the national Order of the Arrow committee in appropriate documents and communicated to lodge leadership through appropriate channels. Upon notification, those sections affected shall be amended and effected upon the date specified by the national Order of the Arrow committee, and shall be excepted from the voting procedures required in Clause 1 of this Article.
  - Clause 3: The Lodge Chief shall be entitled to make insignificant amendments to these operating procedures to correct grammatical or typographical errors or to bring these operating procedures in line with Order of the Arrow and Boy Scouts of America brand identity guidelines, provided that he inform the Lodge Executive Committee of these amendments. The Lodge Executive Committee shall be empowered to reverse any and all such changes by a two-thirds vote.
- Section III, Article A
  - Title: Membership Qualifications
  - Clause 1: Youth membership of the lodge shall be conferred on those persons who meet the requirements as stated in the *Order of the Arrow Handbook* and the *Guide for Officers and Advisers*
  - Clause 2: Adult membership of the lodge shall be conferred on those persons who meet the requirements as stated in the *Order of the Arrow Handbook* and the *Guide for Officers and Advisers*

    - Clause 3: Procedure for the ordeal shall be as described in the *Guide to Inductions* and the *Order of the Arrow Handbook*.
- **INSERTION:** Section III, Article B
    - Title: Induction
    - Clause 1: Each new member will receive the following items at the time of induction
        - Order of the Arrow Sash
        - Order of the Arrow Handbook
        - A membership card for the present year
        - A lodge pocket flap
        - A copy of the Ajapeu Lodge #33 New Member's Guide
    - Clause 2: Induction procedures shall not be administered in a manner that is contrary to the most recent printing of the *Guide to Inductions*.
    - Subsequent articles renumbered
- Section III, Article C (after renumbering, Section III, Article D)
    - Ajapeu Lodge shall conduct at least two (2) lodge meetings per year, which shall occur at Ordeal weekends.
- Section III, Article D (after renumbering, Section III, Article E)
    - Clause 1: A special meeting of the lodge may be called at the discretion of the Lodge Chief or Lodge Adviser, with due notice of 30 days given to the membership.
    - Clause 2: A special meeting of the lodge must be called within 60 days of petition to the lodge chief of five percent of the registered membership of the lodge, provided that a majority of petitioners are youth members, and provided that due notice of 30 days be given to the membership. The agenda for such a meeting shall be limited to the reason for the petition for the meeting.
- Section III, Article E, Clause 1 (after renumbering, Section III, Article F, Clause 1)
    - Only those persons who hold youth membership in the lodge shall have a vote in lodge business.
- Section VI, Article B, Clause 5
    - No chapter may have more than 2 elected lodge officers in one year, unless no person from another chapter shall be willing to accept the office.
- Section VI, Article C, Clause 1
    - Nominations for lodge offices will also be accepted from the floor at the time of elections from any youth member of the lodge. Self-nominations shall not be permitted. All nominations shall require a second from another registered youth member of the lodge. Nominees must, prior to their nomination, receive the approval of the Lodge Adviser to run.
    - Subsequent clauses renumbered, and further changes are listed below as their new numbers.
- Section VI, Article C, Clause 2
    - The annual elections of this lodge shall take place at an Ordeal weekend held at the first regularly-scheduled lodge meeting of the calendar year, or at such other time as the Lodge Executive Committee shall determine.
- Section VI, Article C, Clause 3
    - The lodge officers shall serve for a period of one year following their election to office.

    - A. At least one transitional meeting shall be held with outgoing Lodge Executive Committee and the incoming lodge officers.
    - B. Installation of the lodge officers shall be held at a lodge meeting held in the second half of the calendar year as determined by the Lodge Executive Committee
    - C. Training for Lodge and Chapter officers shall take place at the time and location determined by the Lodge Executive Committee
- Section VI, Article D, Clause 1
  - The lodge chief:
    - Holds no other office in the lodge during his term except as may be required by these operating procedures.
    - Presides over and leads the Lodge Executive Committee and meetings of the lodge. Makes a verbal "Chief's Report" at all such meetings.
    - Provides, with the assistance of the lodge vice chiefs and the chapter chiefs, general administrative leadership to the lodge program for the next calendar year.
    - Appoints committee chairmen with the advice of the Lodge Adviser and Lodge Staff Adviser and consent of the Lodge Executive Committee.
    - Serves as a voting member of the council camping committee, attends all scheduled meetings, and makes a verbal “OA Report” at all such meetings.
    - Attends all regularly scheduled section council of chiefs meetings and delivers a verbal report of the goings-on of Ajapeu lodge at all such meetings. Attends and promotes the section conclave.
    - Serves as a voting member of all lodge committees.
    - Keeps the lodge adviser and lodge staff adviser fully informed of all of his activities related to the Order of the Arrow. Shares copies of all correspondence pertaining to the business of the Order with these individuals and with others that are concerned.
    - Serves as a member of the council executive board, if appointed. The lodge chief understands that, if appointed, he has been appointed as a youth representative and not as a representative of the Order of the Arrow. Supports the official position of the council, the council executive board, the council camping committee, the national Order of the Arrow committee, and other Scouting policies.
    - Serves as an example of the ideals of the Boy Scouts of America and the Order of the Arrow.
    - Wears the Scout uniform correctly.
    - Delivers the “Lodge Annual Report” to the Council at the Council Annual Meeting or at some other time that the Council may see fit.
- Section VI, Article D, Clause 2
  - The lodge first and second vice chiefs
    - Preside over the meetings of the Lodge Executive Committee and meetings of the lodge in the absence of the lodge chief. The lodge first vice chief shall be the immediate successor and if unable or unwilling, then the second vice chief shall assume the role. Make a verbal "Vice Chief's Report" at all such meetings.
    - Give administrative direction to program areas as assigned by the lodge chief.

    - Attend all regularly scheduled meetings of the council camping committee in the absence of the lodge chief and makes a verbal "OA Report" at all such meetings. The lodge first vice chief shall be the immediate successor and if unable or unwilling, then the second vice chief shall assume the role.
    - Attends all regularly scheduled section council of chiefs meetings and delivers a verbal report of the goings-on of Ajapeu lodge at all such meetings in the absence of the lodge chief. The lodge first vice chief shall be the immediate successor and if unable or unwilling, then the second vice chief shall assume the role. Attend and support the section conclave.
    - In cooperation with the lodge chief develop and maintain good rapport with the chapter chiefs. Receive input from the chapter chiefs and from the field.
    - Serve as an example of the ideals of the Boy Scouts of America and the Order of the Arrow.
    - Wear the Scout uniform correctly.
    - Assist the Lodge Chief in the delivery of the “Lodge Annual Report.”
- Section VI, Article D, Clause 4
  - The lodge treasurer shall be responsible for seeing that all lodge funds are held in the council depository and subject to council regulations and auditing procedures. He shall also be responsible for purchasing items for lodge use and the purchase and sale of lodge properties, with approval of the lodge chief and lodge adviser. He shall secure such records as deemed necessary by the lodge finance committee for its operation. He shall serve as the chairman of the lodge finance committee unless a chairman has been designated by the lodge chief.
- Section VIII, Article D
  - Elections and resignations- The election and installation of chapter officers shall coincide with the election and installation of lodge officers. ...
- Section VIII, Article D, Clause 4
  - The chapter officers shall serve for the period of 1 year immediately following their installation at a lodge meeting held in the second half of the calendar year as determined by the Lodge Executive Committee.
- Section VIII, Article E, Clause 1
  - The chapter chief shall preside at all meetings of the chapter and the chapter executive committee. He shall attend all meetings of the lodge executive committee or send a representative to act in his behalf. He shall be a member, with vote of all chapter committees. He shall attend all regularly scheduled meetings of the district camping committee and provide a report detailing the efforts of the chapter thereof.
- Section VIII, Article E, Clause 2
  - The Chapter 1st and 2nd Vice Chief (in that order) presides at the chapter meetings and Chapter Executive Committee meetings in the absence of the Chapter Chief. He shall perform such duties as assigned to him by the Chapter Chief. He shall assume the office of Chapter Chief should that office become vacant. In the absence of the Chapter Chief, he is a voting member of, and should attend, the Lodge Executive Committee meetings.
- Section X, Article B
  - Clause 1: Voting Members

    - Clause 1C: Committee chairmen
    - Clause 1D: The immediate past lodge chief (if under 21)
    - Clause 2: Non-voting members
    - Clause 2G: The immediate past lodge chief (if 21 or older)
- Section X, Article D, Clause 1
    - The committees are
        - Lodge ceremonies & american indian affairs
        - Lodge communications
        - Lodge finance
        - Lodge inductions and membership
        - Lodge vigil
        - Other committees determined by the Lodge Executive Committee
        - Ad-hoc committees: These committees shall take the form of regular committees, except each shall have a defined time period or task, which shall be approved by the Lodge Executive Committee. Upon conclusion of the task or the expiration of the time period, the committee shall dissolve.
    - Clause 2: The Committee Chairmen
        - A. Each chairman must be appointed annually by the Lodge Chief in consultation with his advisers and with the consent of the Lodge Executive Committee. Chairmen of ad-hoc committees shall be appointed for the duration of the life of their committee.
- Section X, Article E
    - The Lodge Executive Board shall meet on a monthly basis. Special meetings may be called at the discretion of the Lodge Chief or the Lodge Adviser, with due notice of ten days given to the Lodge Executive Board members.
- **INSERTION:** Section X, Article F
    - Whenever a voting member of the Lodge Executive Committee is unable to attend a meeting of the Lodge Executive Committee in person, he may request to attend via telecommunication. Such requests must be made to the lodge chief at least forty-eight hours in advance. If the lodge chief attends via telecommunication, he shall submit the request to the lodge adviser and first vice chief within the same time frame, and shall not preside over the meeting.
- Section XII, Article B
- All lodge funds shall be handled through the council service center and go through all normal council accounting procedures.
- **Delete:** Section XII, Article C
    - Subsequent articles renumbered

Asterisk additions shall be made to the following sections, articles, or clauses:
Section I, Article C
Section I, Article D, Clause 1
Section II
Section III, Article A
Section III, Article F, Clause 1
Section IV
Section V

Section VI, Article B, Clause 1
Section VII
Section IX
Section XII, Article B

In all locations referring to lodge governance, addressed here or not otherwise addressed, the phrase "Lodge Executive Board" shall be changed to "Lodge Executive Committee."
In all locations referring to chapter governance, addressed here or not otherwise addressed, the phrase "Chapter Executive Board" shall be changed to "Chapter Executive Committee."

Ajapeu Lodge #33
Order of the Arrow
Operating Procedures

Section I. Organization

Article A. The name of this lodge of the Order of the Arrow shall be Ajapeu Lodge #33, W.W.W., as stated in the Council By-Laws. Ajapeu is the Indian name for Running Buck.

Article B. The lodge shall be governed by these rules, which must conform with the Council By-Laws, and may not be contrary to national Order of the Arrow policy.

Article C. The lodge shall be affiliated with the Bucks County Council, Boy Scouts of America, and shall be under the supervision of the Council Camping Committee and administrative authority of the Scout Executive.*

Article D. Ajapeu Lodge, for organizational purposes, shall constitute all members of the Order of the Arrow with a relationship to the Bucks County Council, Boy Scouts of America, registered in Scouting, Exploring program, and Varsity Scouting who have kept their dues in current status.

Clause 1. At the discretion of the Scout Executive, this lodge shall be divided into chapters, with one chapter for each of the districts established by the Bucks County Council, Boy Scouts of America, or in some other way that the Scout Executive shall prescribe.*

Clause 2. Unit and district registration shall determine membership of a chapter. Any member who is registered in more than one district shall be assigned to a chapter based on his/her primary registration. Any member who is not registered in a district shall be required to indicate his or her preference of a chapter to the lodge secretary.

Article E. Amendments to the Lodge Operating Procedures

Clause 1. These rules shall be subject to amendment at any regular or special meetings of this lodge providing such amendment has been submitted in writing to the Lodge Executive Committee at least ten (10) days prior to such meeting, and that due notice has been sent to all active members at least ten (10) days prior to such lodge meeting. A two-thirds vote of the Lodge Executive Committee shall be required to present an amendment to the Lodge. A simple majority of members present at the lodge meeting shall be required to pass an amendment.

Clause 2. Certain sections, articles, or clauses, which are designated by asterisks, shall not be amended unless such changes are made by the national Order of the Arrow committee in appropriate documents and communicated to lodge leadership through appropriate channels. Upon notification, those sections affected shall be amended and effected upon the date specified by the national Order of the Arrow committee, and shall be excepted from the voting procedures required in Clause 1 of this Article.

Article F. All meetings of the lodge shall follow parliamentary procedures.

Section II. Mission & Purpose*

Article A. It is the mission of Ajapeu Lodge to achieve the purpose of the Order of the Arrow as an integral part of the Boy Scouts of America in the Bucks County Council through positive youth leadership under the guidance of selected capable adults.

Article B. The purpose of Ajapeu Lodge of the Order of the Arrow is set as follows:

- Clause 1. To recognize those who best exemplify the Scout Oath and Law in their daily lives and through that recognition cause others to conduct themselves in a way that warrants similar recognition
- Clause 2. Promote camping, responsible outdoor adventure, and environmental stewardship as essential components of every Scout's experience, in the unit, year-round, and in summer camp.
- Clause 3. Develop leaders with the willingness, character, spirit and ability to advance the activities of their units, our Brotherhood, Scouting, and ultimately our nation.
- Clause 4. Crystallize the Scout habit of helpfulness into a life purpose of leadership in cheerful service to others.

Section III. Membership

Article A. Membership Qualifications*

- Clause 1. Membership in the lodge shall be conferred on those persons who meet the requirements as stated in the *Order of the Arrow Handbook* and the *Guide for Officers and Advisers*.
- Clause 2. Procedure for the Ordeal shall be as described in the *Guide to Inductions* and the *Order of the Arrow Handbook*.

Article B. Lodge Member in good standing

- Clause 1. A member of this lodge shall be considered a member in good standing so long as he/she meets the following requirements:
  - A. He/she has fulfilled all the requisitions of Section III, Article A.
  - B. He/she shall be currently registered in the Boy Scouts of America.
  - C. He/she shall keep his/her dues in current status.
  - D. His/her conduct shall be in accordance with the precepts of the Boy Scouts of America and the Order of the Arrow.
- Clause 2. In the event that the conduct of a member, both adult and youth, is not in keeping with the precepts of the Boy Scouts of America and the Order of the Arrow, he/she may be asked to present an explanation to the Lodge Executive Committee and/or the Scout Executive, and if revocation is appropriate, he/she may be dropped from the rolls of Ajapeu Lodge.

Article C. Ajapeu Lodge shall conduct at least two (2) lodge meetings a year, which shall occur at Ordeal Weekends.

Article D. Special Meetings

- Clause 1. A special lodge meeting may be called at the discretion of the Lodge Chief or the Lodge Adviser, with due notice of thirty (30) days given to the membership.
- Clause 2. A special meeting of the lodge must be called within 60 days of petition to the lodge chief of five percent of the registered membership of the lodge,

provided that a majority of petitioners are youth members, and provided that due notice of 30 days be given to the membership. The agenda for such a meeting shall be limited to the reason for the petition for a meeting.

Article E. Voting

Clause 1. Only those persons who hold youth membership in the lodge shall have a vote in lodge business.*

Clause 2. It is the obligation of all Arrowmen under the age of 21 to attend and participate at all lodge meetings, and exercise his vote.

Section IV. Brotherhood Membership*

Article A. Completion of Brotherhood Membership shall be in accordance with the latest edition of the *Order of the Arrow Handbook* and the *Order of the Arrow Guide for Officers and Advisers*.

Section V. Vigil Membership*

Article A. Attainment of the Vigil Honor shall be in accordance with the latest edition of the *Order of the Arrow Handbook* and the *Order of the Arrow Guide for Officers and Advisers*.

Section VI. Lodge Officers

Article A. The officers of this lodge shall be the Lodge Chief, First Vice Chief, Second Vice Chief, the Lodge Secretary, and the Lodge Treasurer.

Article B. Eligibility for office

Clause 1. All officers of this lodge must be under 21 years of age during their entire term of office.*

Clause 2. All officers shall be members in good standing.

Clause 3. No lodge member may have two voting positions on the Lodge Executive Committee at the same time. A lodge member may hold two positions, but will only have one vote.

Clause 4. All officers must be available to serve for their full term of office.

Clause 5. No chapter may have more than two (2) elected lodge officers in one year, unless no person from another chapter shall be willing to accept the office.

Article C. Elections and resignations.

Clause 1. Nominations for lodge offices will be accepted from the floor at the time of elections. Any youth member can nominate another youth member. Self-nominations shall not be permitted. All nominations shall require a second from another registered youth member of the lodge. Nominees must, prior to their nomination, receive the approval of the Lodge Adviser to run.

Clause 2. The annual elections of this lodge shall take place at an Ordeal weekend held at the first lodge meeting of the calendar year, or at such other time as the Lodge Executive Committee shall determine.

Clause 4. Lodge Officers shall serve for a period of one year following their election to office.

A. At least one transitional meeting shall be held with the outgoing Lodge Executive Committee and the incoming lodge officers.

B. Installation of the lodge officers shall be held at a lodge meeting held in the second half of the calendar year as determined by the Lodge Executive Committee.

C. Training for Lodge and Chapter officers shall take place at the time and location determined by the Lodge Executive Committee.

Clause 5. An officer who feels that he can no longer continue to serve may, of his own will, resign from his office. Such a resignation must be submitted to the Lodge Adviser and to the Lodge Chief in writing. In the event that the resigning officer is the Lodge Chief, he will submit his letter to the Lodge First Vice Chief. Such letters of resignation shall be submitted to the Lodge Executive Committee by the receiving officer, for action at the regular or special meeting of the Lodge Executive Committee or the lodge, next occurring after resignation.

Clause 6. In the event that an officer inadequately performs his duties, the Lodge Executive Committee may declare that office vacant, by two-thirds vote of its entire membership. The Lodge Executive Committee may move to fill this vacancy by the same two-thirds vote, except in the case of accession to the office of Lodge Chief or Lodge Vice Chief, which are elsewhere provided.

Clause 7. In the case of a vacancy in the office of Lodge Chief, that office shall be filled by the Lodge First Vice Chief and the office of Lodge First Vice Chief shall be filled by the Lodge Second Vice Chief. Should both the Vice Chiefs decline the office of Lodge Chief or for some other reason do not serve, the Lodge Secretary shall assume that office and the Lodge Treasurer shall be considered next in line.

Clause 8. For whatever reason it may be necessary to replace a Lodge Vice-Chief, such a replacement shall be made from the present voting membership of the Lodge Executive Committee. The offices of Lodge Secretary and Lodge Treasurer shall be filled from the total membership of the lodge. All such replacements require a two-thirds vote of the Lodge Executive Committee's entire voting membership.

Article D. Duties of the Lodge Offices.

Clause 1. The Lodge Chief

A. Holds no other office in the lodge during his term except as may be required by these operating procedures.

B. Presides over and leads the Lodge Executive Committee and meetings of the lodge. Makes a verbal "Chief's Report" at all such meetings.

C. Provides, with the assistance of the lodge vice chiefs and the chapter chiefs, general administrative leadership to the lodge program for the next calendar year.

D. Appoints committee chairmen with the advice of the Lodge Adviser and Lodge Staff Adviser and consent of the Lodge Executive Committee.

E. Serves as a member of the council camping committee, attends all scheduled meetings and makes a verbal "OA Report" at such meetings.

F. Attends all regularly scheduled section council of chiefs meetings and delivers a verbal report of the goings-on of Ajapeu lodge at all such meetings. Attends and promotes the section conclave.

G. Serves as a voting member of all lodge committees

H. Keeps the lodge adviser and lodge staff adviser fully informed of all of his activities related to the Order of the Arrow. Shares copies of all correspondence pertaining to the business of the Order with these individuals and with others that are concerned.

I. Serves as a member of the council executive board, if appointed. The lodge chief understands that, if appointed, he has been appointed as a youth representative and not as a representative of the Order of the Arrow. Supports the official position of the council, the council executive board, the council camping committee, the national Order of the Arrow committee, and other Scouting policies.

J. Serves as an example of the ideals of the Boy Scouts of America and the Order of the Arrow.

K. Wears the Scout uniform correctly.

L. Delivers the "Lodge Annual Report" to the Council at the Council Annual Meeting, or at some other time that the Council may see fit.

Clause 2. The Lodge First and Second Vice Chiefs

A. Preside over the meetings of the Lodge Executive Committee and meetings of the lodge in the absence of the lodge chief. The lodge first vice chief shall be the immediate successor and if unable or unwilling, then the second vice chief shall assume the role. Make a verbal "Vice Chief's Report" at all such meetings.

B. Give administrative direction to program areas as assigned by the lodge chief.

C. Attend all regularly scheduled meetings of the council camping committee in the absence of the lodge chief and makes a verbal "OA Report" at all such meetings. The lodge first vice chief shall be the immediate successor and if unable or unwilling, then the second vice chief shall do so.

D. Attends all regularly scheduled section council of chiefs meetings and delivers a verbal report of the goings-on of Ajapeu lodge at all such meetings in the absence of the lodge chief. The lodge first vice chief shall be the immediate successor and if unable or unwilling, then the second vice chief shall assume the role. Attend and support the section conclave.

E. In cooperation with the lodge chief develop and maintain good rapport with the chapter chiefs. Receive input from the chapter chiefs and from the field.

F. Serve as an example of the ideals of the Boy Scouts of America and the Order of the Arrow.

G. Wear the Scout uniform correctly.

H. Assist the Lodge Chief in the delivery of the "Lodge Annual Report."

Clause 3. The Lodge Secretary shall be responsible for the storage and distribution of the following records: Membership, minutes of the Lodge Executive Committee meetings, rules of the lodge, operation manuals, and dues

payment. He shall issue all membership cards and keep accurate records of membership in the lodge.

Clause 4. The lodge treasurer shall be responsible for seeing that all lodge funds are held in the council depository and subject to council regulations and auditing procedures. He shall also be responsible for purchasing items for lodge use and the purchase and sale of lodge properties, with approval of the lodge chief and lodge adviser. He shall secure such records as deemed necessary by the lodge finance committee for its operation. He shall serve as the chairman of the lodge finance committee unless a chairman has been designated by the lodge chief.

Section VII. Lodge Advisers*

Article A. The Scout Executive in consultation with the Council Camping Committee Chairman and the Lodge Chief shall appoint the Lodge Adviser.

Article B. The Scout Executive shall appoint the Staff Adviser.

Article C. The Scout Executive in consultation with the Lodge Adviser and Lodge Chief shall appoint the Associate Adviser(s) of the Lodge.

Section VIII. Chapter Officers

Article A. Each chapter shall have an Executive Committee that consists of the elected officers of the chapter. The elected Chapter Officers shall be Chapter Chief, First Vice Chief, Second Vice Chief, and Chapter Secretary.

Article B. Eligibility for office: any Chapter Officer within this lodge must be under 21 years of age throughout their entire term.

Article C. No chapter shall have more than 2 elected officers from the same troop, post, or team, unless no other person is willing to accept the position of office.

Article D. Elections and resignations- The election and installation of chapter officers shall coincide with the election and installation of lodge officers.

Clause 1. A Chapter Officer may resign if he feels that he can no longer continue in office. He must submit his resignation to the Chapter Adviser who will present it at the next regular or special chapter meeting.

Clause 2. In the event that an officer in not performing his duty, the Chapter Executive Committee may vote to vacate the office of the individual.

Clause 3. When an office becomes vacant, the Chapter Executive Committee shall move to fill the vacancy except that the 1st vice chief shall assume the office of Chapter Chief.

Article E. Duties of the Chapter Officers

Clause 1. The chapter chief shall preside at all meetings of the chapter and the chapter executive committee. He shall attend all meetings of the lodge executive committee or send a representative to act in his behalf. He shall be a member, with vote of all chapter committees. He shall attend all regularly scheduled meetings of the district camping committee and provide a report detailing the efforts of the chapter thereof.

Clause 2. The Chapter 1st and 2nd Vice Chief (in that order) presides at the chapter meetings and Chapter Executive Committee meetings in the absence of the

Chapter Chief. He shall perform such duties as assigned to him by the Chapter Chief. He shall assume the office of Chapter Chief should that office become vacant. In the absence of the Chapter Chief, he is a voting member of, and should attend, the Lodge Executive Committee meetings.

Clause 3. The Chapter Secretary shall be responsible for all chapter membership records, minutes of the chapter and Chapter Executive Committee meetings.

Section IX. Chapter Advisers*

Article A. The Chapter Advisers shall be appointed by the Scout Executive in consultation with the Lodge Chief, Lodge Adviser, Staff Adviser, District Camping Chairman, the District Executive, and District Chairman.

Section X. The Executive Committee

Article A. The central policy making body of the lodge shall be the Lodge Executive Committee.

Article B. Membership

Clause 1. Voting Members

A. The elected Lodge Officers are:

(1) The Lodge Chief
(2) The First Vice Chief
(3) The Second Vice Chief
(4) The Lodge Secretary
(5) The Lodge Treasurer

B. The Chapter Chiefs

C. Committee Chairmen

D. The immediate past Lodge Chief (if under 21)

Clause 2. Non-voting members*

A. The Council Executive

B. The Lodge Adviser

C. The Associate Lodge Adviser(s)

D. The Staff Adviser

E. The Chapter Advisers

F. The Council Camping Committee Chairman

G. The immediate past lodge chief (if 21 or older)

Article C. Rules

Clause 1. One more than half the total voting membership of the current Lodge Executive Committee shall constitute a quorum to do business.

Clause 2. All motions must be passed by a majority of the voting members present, unless otherwise required by these Lodge Operating Procedures.

Article D. Committees-The Lodge Executive Committee shall carry out the program of the Lodge through the use of committees. Each committee shall have a chairman who shall be a voting member of the Lodge Executive Committee.

Clause 1. The Committees are:

A. Lodge Ceremonies & American Indian Affairs

B. Lodge Communications
C. Lodge Finance
D. Lodge Inductions & Membership
E. Lodge Vigil
F. Other such committees as the Lodge Executive Committee may deem necessary
G. Ad-hoc committees: These committees shall take the form of regular committees, except each shall have a defined time period or task, which shall be approved by the Lodge Executive Committee. Upon conclusion of the task or expiration of the time period, the committee shall dissolve.

Clause 2. The Committee Chairmen

A. Each chairman must be appointed annually by the Lodge Chief in consultation with his advisers and with the Lodge Executive Committee. Chairmen of ad-hoc committees shall be appointed for the duration of the life of their committee.
B. Each committee chairman is free to choose his committee members with the approval of the Lodge Chief, except as may otherwise be required by these lodge rules.

Article E. The Lodge Executive Committee shall generally meet on a monthly basis. Special meetings may be called at the discretion of the Lodge Chief or the Lodge Adviser, with due notice of ten days given to the Lodge Executive Committee members.

Article F. If a voting member of the Lodge Executive Committee is unable to attend a meeting of the Lodge Executive Committee in person, he may request to attend via telecommunication. Such requests must be made to the lodge chief at least 48 hours in advance. If the lodge chief attends via telecommunication, he shall submit the request to the lodge adviser and first vice chief.

Section XI. Insignia

Article A. The totem of this lodge shall be that of the buck.

Section XII. Finance

Article A. There shall be annual membership dues to be determined by the Lodge Executive Committee.

Article B. All lodge funds shall be handled through the council service center and go through all normal council operating procedures.*

Article C. Inactive members currently registered in Scouting may be returned to active membership by paying a reinstatement of two times the current dues plus the current years dues.

Article D. Dues are payable to the Lodge Treasurer or such persons authorized by the Lodge Chief to collect dues.

Article E. Payment of dues for more than one year shall not be permitted.

Article F. Funds shall be made available for chapter and committee functions. Such entities must gain approval from the Lodge Treasurer, Lodge Chief, and Lodge Adviser before incurring any expense.

Article G. Lodge spending will be outlined in an annually produced lodge budget.