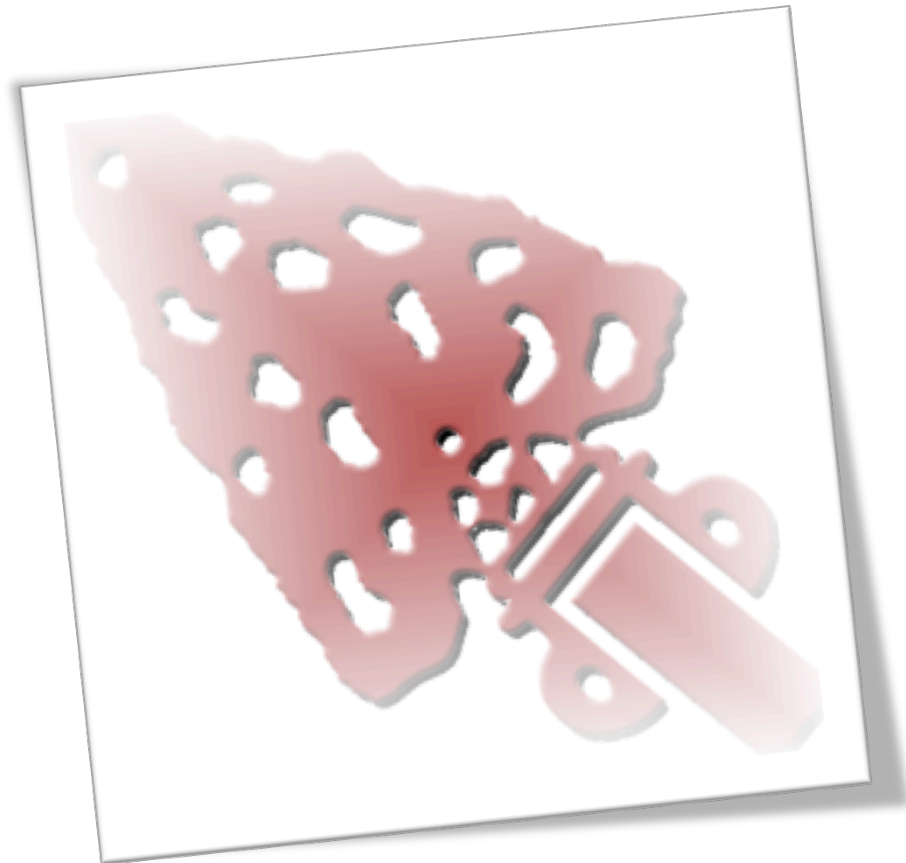


2008

Lodge TKäen DoD 30

Lodge Chief Billy Ernest



[LODGE PLANBOOK]

"He Who Serves his fellows is of all his fellows greatest"

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Billy.ernest@gmail.com

Brothers,

With this year being my first year as lodge chief, I can say that so far this has provided me with many learning experiences. I think that is what the Order and the scouting program are all about; new experiences and learning. This year we have many goals, many hopes, and many aspirations for our lodge that I think we can all meet if each of us perform to the best of our abilities. However, we must continually strive to better ourselves and be students of each other. Even the Region Chairman and one of the designers of the National Leadership Seminar, Randy Cline said, "I am a student of leadership". That must always ring true for us. We must always learn and always progress to make ourselves more than we ever thought possible and the OA offers each of us an amazing opportunity to do just that. Therefore, I hope that while we are accomplishing great things this year and building our program more that we can truly learn from what we are doing. Moreover, I hope that we always improve our lodge, our council, and ourselves. In doing we can truly live out the ideals that E. Urner Goodman had in mind when he started this National Honor Society of the Boy Scouts. Please join with me this year in accomplishing the goals set forth in this planbook.

Yours in Brotherhood

A handwritten signature in cursive script that reads "Billy Ernest". The signature is written in black ink and has a long, sweeping horizontal line extending to the right.

Billy Ernest

OA Basics

The Order of the Arrow is Scouting's National Honor Society.

Purpose

The purpose of the Order of the Arrow is fourfold:

- To recognize those Scout campers who best exemplify the Scout Oath and Law in their daily lives
- To develop and maintain camping traditions and spirit
- To promote Scout camping
- To crystallize the Scout habit of helpfulness into a life purpose of leadership in cheerful service to others

History

The Order of the Arrow (OA) was founded by Dr. E. Urner Goodman and Carroll A. Edson in 1915 at the Treasure Island Camp of the Philadelphia Council, Boy Scouts of America. It became an official program experiment in 1922 and was approved as part of the Scouting program in 1934.

In 1948 the OA, recognized as the BSA's national brotherhood of honor campers, became an official part of the national camping program of the Boy Scouts of America.

Membership

The OA has more than 176,000 members located in lodges affiliated with approximately 327 BSA local councils.

Eligibility

Scouts are elected to the Order by their fellow unit members, following approval by the Scoutmaster or Varsity team Coach. To become a member, a youth must be a registered member of a Boy Scout troop or Varsity Scout team and hold First Class rank. The youth must have experienced fifteen days and nights of Boy Scout camping during the two-year period prior to the election. The fifteen days and nights must include one, but no more than one, long-term camp consisting of six consecutive days and five nights of resident camping, approved and under the auspices and standards of the Boy Scouts of America. The balance of the camping must be overnight, weekend, or other short-term camps.

Adult selection is based on their ability to perform the necessary functions to help the Order fulfill its purpose, and is not for recognition. Selected adult Scouters must be an asset to the Order because of demonstrated abilities, and provide a positive role model for the youth members of the lodge.

Induction

The induction ceremony, called the Ordeal, is the first step toward full membership. During the experience, candidates maintain silence, receive small amounts of food, work on camp improvement projects, and are required to sleep alone, apart from other campers. The entire experience is designed to teach significant values.

Brotherhood Membership

After 10 months of service and fulfilling certain requirements, a member may take part in the Brotherhood ceremony, which places further emphasis on the ideals of Scouting and the Order. Completion of this ceremony signifies full membership in the OA.

Vigil Honor

After two years of service as a Brotherhood member, and with the approval of the national Order of the Arrow Committee, a Scout may be recognized with the Vigil Honor for outstanding service to Scouting, his lodge, and the community. This honor is bestowed by special selection and is limited to one person for every 50 members registered with the lodge each year.

Lodges

Each local Boy Scout council is encouraged to have an Order of the Arrow lodge. Each lodge is granted a charter from the National Council, BSA, upon annual application. The OA lodge helps the local council provide a quality Scouting program through recognition of Scouting spirit and performance, development of youth leadership and service, promotion of Scout camping and outdoor programs, and enhancement of membership tenure.

Obligation of the Order of the Arrow

“I do hereby promise on my honor as a Scout, that I will always and faithfully observe
and preserve the traditions of the Order of the Arrow,
Wimachtendienk, Wingolauchsik, Witahemui.

I will always regard the ties of brotherhood in the Order of the Arrow as lasting, and will
seek to preserve a cheerful spirit even in the midst of irksome tasks and weighty
responsibilities, and will endeavor, so far as in my power lies, to be unselfish in service
and devotion to the welfare of others.”

Song of the Order

Firm bound in brotherhood. Gather the clan that cheerful service brings to fellow man.
Circle the council fire, weld tightly every link that binds us in brotherhood.
Wimachtendienk.

2008-2012 National Order of the Arrow Strategic Plan

OUR VISION

As Scouting's National Honor Society and as an integral part of every council, our service, activities, adventures, and training for youth and adults, will be models of quality leadership development and programming that enrich the lives of our members and help extend Scouting to America's youth.

OUR STRATEGY

The Order of the Arrow's strategic efforts for the past decade have been both innovative and progressive. Among our achievements, we have:

- Been recognized as Scouting's National Honor Society
- Made leadership development a primary focus of our program
- Provided significant service to the Boy Scout program, the Cub Scout program, and the national high adventure bases
- Developed a mentoring program in support of Scoutreach
- Furthered existing and created new positive relationships throughout the Boy Scouts of America
- Spotlighted and embraced the ideals of servant leadership in our national and local programs

The Order reaffirms its commitment to be more relevant and significant to the Scouting movement and in the everyday lives of our members.

At the same time, we believe our success depends on our ability to fulfill our core commitments. Although the methods and extent of our service and programs have changed significantly since the Order's founding in 1915, the fundamental purpose has remained the same. We renew our commitment to this original intent in the context of Scouting's needs today.

Our intent is to:

- **Serve and support Scouting**
- **Develop leaders of character**
- **Promote outdoor adventure**

- **Be an active, honored brotherhood**

In each of these objectives, we will strive for excellence. In this plan, we outline the principles that will guide our decisions and the initiatives that will bring these principles to life.

As a national organization, we will:

- **Directly support the mission and strategic plan of the Boy Scouts of America.** In this light, we will evaluate our actions and programs to ensure they are in harmony with the BSA's direction.
- **Center our actions around historical areas of success.** We recognize our historical success grows when we focus resources and energy on innovative programs, activities, and events directed toward serving and supporting Scouting, developing leaders of character, promoting outdoor adventure, and being an active and honored brotherhood.
- **Serve as a model and resource for the lodge and provide a more energized and practical toolkit for success.** The Order's success begins and ends with the implementation of programs that directly benefit the council, the lodge, and each member.
- **Actively expand our positive example, influence, and leadership throughout the Scouting movement.** The Order's greatest asset is the skilled corps of dedicated youth, adult, and professional leaders.
- **Remain fiscally strong.** Sound financial practices allow the Order to successfully serve and support Scouting.

We expect every lodge to be:

- **An integral part of every council.** An effective lodge is an essential part of the delivery of the Boy Scout program in every council.
- **Recognized as a Quality Lodge.** The Order is most effective when each lodge achieves the national quality standards.
- **Responsive and flexible in meeting the needs of their council.** Council and lodge leaders working together are well positioned to identify how the Order can best serve their local Scouting community.
- **Proactive, innovative, and energetic in their support of the council and its units.** We will strive to create a spirit of servant leadership in lodge leaders.

OUR ACTIONS

We will undertake a series of actions designed to help the Order excel in achieving our strategy. Both as a national organization and in each local council, we will enthusiastically undertake the following actions:

- **To serve and support Scouting, we will...**
 - Forge meaningful relationships with other groups within Scouting by joining together on projects of mutual interest.
 - Emphasize the historical success of the Order in retaining Scouts and Scouters, including a more active commitment to the Webelos to Boy Scout transition.
 - Offer the Order of the Arrow program in every council.
 - Strive to link the Quality Council and Quality Lodge processes to provide an excellent Scouting program.
 - Integrate council leadership into the lodge annual planning process and quality lodge petition to better respond to local needs.
 - Develop and maintain a strong financial base.
 - Initiate and strengthen existing programs to motivate our volunteers to serve their unit, district, and council, as well as other programs within the Scouting movement.
 - Provide support materials to create a more effective Troop/Team Representative program, including guidance on the role of the representative's adviser, so the position becomes a more meaningful part of every Boy Scout unit.
 - Engage Scouting professionals at all levels of the Order through training, leadership development, and other service opportunities.
 - Provide Scout Executives and lodge leaders with materials that identify ways the lodge can successfully serve its council.
 - Strive to transition or re-introduce young adults into roles as volunteer Scouters.

- **To develop leaders of character, we will...**
 - Seek opportunities for leadership at the lodge, section, region, and national levels.
 - Produce an Arrowman's Guide to Servant Leadership and other resources aimed at encapsulating the ideals of servant leadership, and the Scout Oath and Scout Law in the daily life of every member.
 - Encourage local councils to provide additional opportunities for Order of the Arrow leaders to be involved in other aspects of Scouting.
 - Seek to involve all lodge chiefs and advisers in the decision-making processes of the local council by advocating appointment to the council executive board.
 - Broaden the intended audience for the Lodge Leadership Development (LLD) program and other training to include more lodge youth and adult members.

- Improve the quality of adult volunteers through more systematic identification, recruitment, development, and retention of advisers with our desired qualifications
- **To promote outdoor adventure, we will...**
 - Continue our commitment to the national BSA high adventure bases, specifically the highly acclaimed OA Wilderness Voyage, OA Trail Crew, and OA Ocean Adventure programs.
 - Promote and deliver active, outdoor programs to make Scouting's aim of physical fitness a priority of the Order's program.
 - Assure appropriate BSA medical standards are followed at our national programs and events to emphasize the importance of physical fitness.
 - Support and incorporate state of the art conservation and outdoor ethical practices in the Order's outdoor training and activities.
 - Develop, promote, and conduct the ArrowCorps5 national service project in partnership with the U.S. Forest Service during the summer of 2008 thereby demonstrating a model for OA-led conservation service projects for the local council.
 - Recommend the use of the OA Camp Chief program and expand the Order's summer camp presence, promotion, and service.
 - Support the Cub Scout outdoor program.
 - Support the implementation of high adventure programs in local councils through our national model and sharing of best-practices.
- **To be an active, honored brotherhood, we will...**
 - Meaningfully reduce membership attrition by improving the registration and dues collection process, among other efforts.
 - Ensure the accurate registration of our members through a robust membership verification system.
 - Develop annual thematic-based programs that are highlighted throughout the year and featured in the national program of emphasis.
 - Enhance our capabilities to communicate directly with our members — both at the national and local council levels — largely through electronic means.
 - Continue to expand our national historical archives and secure an appropriate national repository to make the Order's memorabilia more accessible to the Scouting community.
 - Examine the Order's purpose, identity, and perceived role within the Scouting movement, and the mission of the lodge, as we prepare for the Boy Scouts of America's centennial celebration.
 - Undertake a deliberate examination of the Order's commitment to programs and events to avoid overburdening our national and local councils.

- Achieve a total national endowment of Six Million Dollars.
- Reconnect with former members of the Order to re-engage and identify them as potential resources for their local councils.
- Grow the Goodman Society to 100 members

Lodge Basics

Lodge History

On January 1, 1990, the Seneca Lodge of Sullivan Trail Council in Elmira merged with the Wakanda Lodge of Steuben Area Council in Bath NY. As was the practice at that time, new lodges created by council mergers took the lower lodge number. This happened to be #186, which represented the Wakanda Lodge (later in 1992 when the General Sullivan Council was annexed Taken DoD #186 took the lower Winnigus Lodge #30). The winter fellowship at Camp Gorton in February 1990 saw Arrowmen from both Wakanda and Seneca Lodges come together to design a new flap and to pick a lodge name. Ken Masteller was adviser of Wakanda at the time of the merger and Mike McCarthy of Elmira was the lodge adviser of Seneca Lodge. The new lodge also had co-chiefs, Brian Eno from Seneca Lodge and Mark Kosty from Wakanda. The merger was a very harmonious merger since most of the lodge officers had participated in a two council contingent troop at the 1989 jamboree. The merger was so positive that the chiefs were asked to lead a session at the 1990 NOAC, held at Indiana University, on how to promote the true spirit of brotherhood when lodges are forced to merge due to council mergers.

The council name of Five Rivers had already been selected from a council wide contest held during 1989. At the winter fellowship the Arrowmen wanted to have a lodge name that complimented the council name. Since the "fiver rivers" merged in Painted Post and since "Painted Post's" origin was Senecan (Chief Montour stands in the center of the village), the Arrowmen wanted to find out the Seneca name for "Painted Post." Chiefs Eno and Kosty traveled to the Seneca reservation near Syracuse to talk to Myrtle Peterson. Mrs. Peterson was the instructor on the reservation of the Senecan language. When the chiefs met with Mrs. Peterson she told them that the Senecas never had a *painted* post. The post that existed in the Painted Post area was not "painted". This plain post had been used as a type of bulletin board and when the white settlers moved into the area they painted it. To paint this post was desecration to the Seneca people. Mrs. Peterson suggested to our chiefs that they name the lodge TKäen DoD meaning "Land of the post". By doing this they would honor the Seneca people, compliment the council's Five Rivers name and be a name that the idea and research had originated with the youth of the lodge. TKäen DoD was thus born and has been our lodge name since the spring of 1990.

Mission of the Lodge

The mission of TKäen DōD lodge is to achieve the purpose of the Order of the Arrow as an integral part of the Boy Scouts of America in the council through positive youth leadership under the guidance of selected capable adults.

Lodge Goals

- 1) Lodge's Support of Nation
 - a) Have at least 2 members of lodge attend Arrowcorps⁵
 - b) Have at least 2 members of lodge attend National High Adventure Base
- 2) Lodge's Support of Region
 - a) Have 2 youth at NLS
 - b) Have 2 Adults at NLS/NLATS
- 3) Lodge's Support of Section
 - a) Have a contingent of 10 at this year's Conclave
 - b) Successfully hold dance competitions at Conclave
 - c) Begin construction of the fire ring for the site at Camp Brule
 - d) Have a conclave theme
- 4) Lodge's Support of Council
 - a) Promote camping each time elections are held
 - b) Bought projector for council
- 5) Active Troop Representatives in 50% of Troops in Council
 - a) Report to Chapter Chief
 - b) Attend events regularly
 - c) Build Troop relations
- 6) National Quality Lodge 2008
- 7) Competitive ceremony team
- 8) Promote Elangomat program
- 9) 3 Quality Chapters
- 10) All Chapters Active
- 11) Amend Brotherhood requirements

Lodge Chapters

Below is a list of chapter contacts, for the area of each, please refer to lodge map.

Seneca

Adviser- Lois Love - lalove@stny.rr.com

Chief- JJ Hayden- rocketman503@msn.com

Tioga

Adviser- Dan Jackson - djackson12@stny.rr.com

Chief- Vacant

Wakanda

Chief- Ben Hjort-

Vice- Chief- Ben Knights –

Adviser- William Ernest- william.l.ernest@us.army.mil

Winningus

Adviser- Marlene Enlow

Chief- Coy Nessler- ness@epix.net

Lodge Event Descriptions

Spring into Scouting

Spring into Scouting is designed to teach recently bridged Boy Scouts, Webelos Scouts, and their parents the skills that Boy Scouts need. There are sessions on model campsites, fire building, knife, ax, and saw safety, backpacking and hiking, uniforming, and more. Each session will be led by a scout and an adult adviser from OA Lodge TKäen DōD 30. Each instructor will also be able to answer questions and offer advice in helping both the scouts and parents transition into the Boy Scout program.

Ordeals

Ordeals are a time for new brothers to join the Order and for those who are already in the Order to assist with the weekend and have a great time with some cheerful service. During the ordeal there are ceremonies for Ordeal candidates becoming members and Brotherhood candidates to seal their membership. Ordeal candidates participate in the cheerful service that is the backbone of our organization while experiencing a life changing time of self reflection. Those who are already brothers have the opportunity to be a part of the leadership of the ordeal in various ways including serving on the ceremony team, leading crews of candidates and serving as Elangomats.

Fellowships

This is a time for brothers to basically hang out together and have a good time while participating in a service project to benefit scouts who attend whichever camp the fellowship is. Last year we cleared brush on the parade field to make more room for safe scouting activities during camp. Some of the activities are ultimate Frisbee, flashlight tag, watching movies, playing video games and staying up all night... if you want.

Sagamores

These are basically where the lodge plans upcoming activities for the lodge. These are a great place to learn about how professional meetings are run and have an influence in the lodge program. Younger member's input is always seriously appreciated here since events are planned for their benefit, although only those on the Lodge Executive Committee (Lodge officers, chapter chiefs and immediate past lodge chief) have a vote.

Lodge Publications

Lodge Newsletter

The lodge will publish 4 newsletters each year. These newsletters are designed to distribute signup sheets, inform members of events nationally, in the section, region and in the lodge and help Arrowmen become better members. It also contains up to date contact information for all officers and a lodge calendar.

Lodge Website

The Website Committee has recently completely redesigned the lodge website and has added tons of new content. The committee has been working very hard over the last few months to make the website a resource for all Arrowmen. The committee is still working on adding the “finishing touches” to the site.

TKäen DōD 30

tkaendod.fiverivers.org

Events | Membership | History | Officers | Newsletter | Downloads | Lodge Store | Pictures

Welcome

Welcome to the **NEW** official web site for TKäen DōD Lodge #30. This page is a resource for all Arrowmen in the Order of the Arrow, and especially members of the TKäen DōD Lodge 30, in the Five Rivers Council. Please use this site as a reference for all lodge happenings, and lodge information. We thank you for visiting us, and if you have any questions, please email Billy Ernest.

News

- New Edition of The Post
- New Ordeal Members
"Jump Start" your OA Experience!
[Click Here!](#)
- New Brotherhood Requirements!
- Directions to Lodge Meetings
[ArrowCorps5](#)

Events

- Spring Ordeal – Camp Gordon
June 20 – 22
- Fall Ordeal – Camp Brule'
August 15 – 17
[ArrowCorps5](#)

Information For:

- [Ordeal Candidates](#)
- [Current Members](#)

Suggested Links

- [Lodge Calendar](#)
- [Unit Elections](#)
- [Chapter Webpages](#)
- [2008 Dues Form](#)

Home | Events | Mission | Links | Five Rivers Council | Section NE-3A | Northeast Region | National Order of the Arrow
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New Brotherhood Requirements

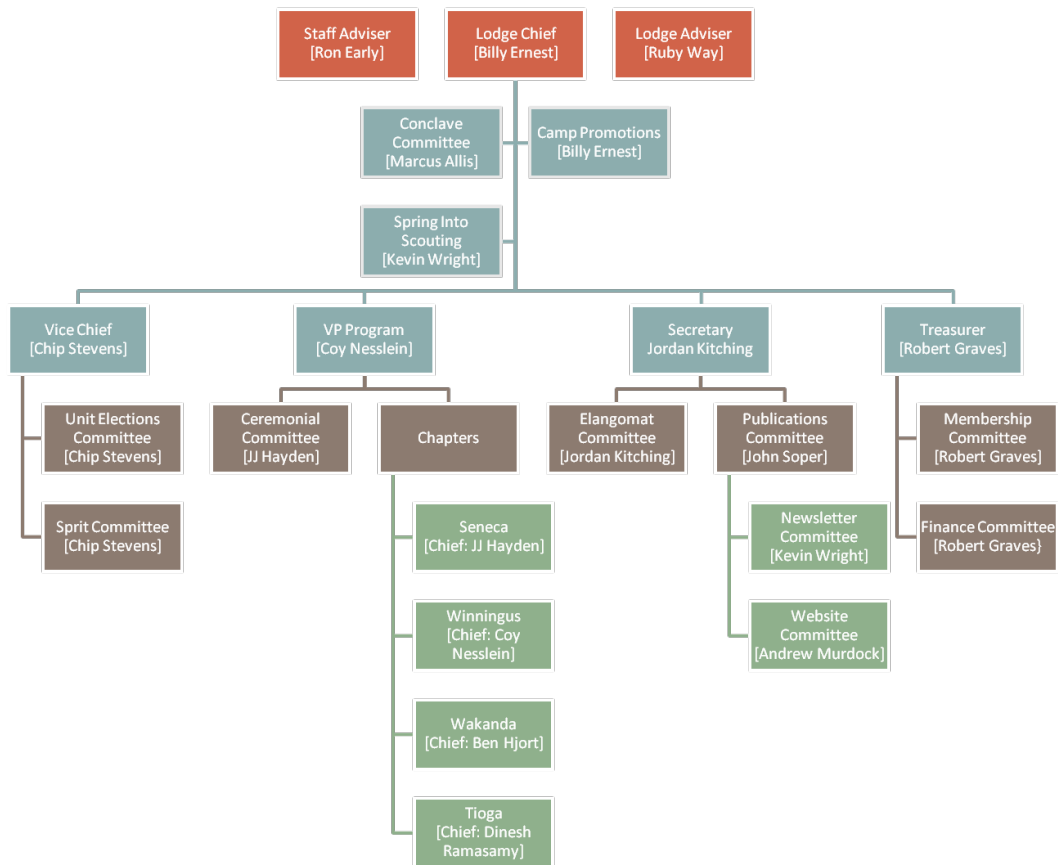
1. Memorize signs of Arrow membership
 - a. Memorize the Obligation (On membership card and in handbook)
 - b. Memorize Song of the Order of the Arrow
 - c. Memorize the Admonition of the Order of the Arrow
 - d. Memorize the sign of Ordeal membership
 - e. Memorize the Arrow Handclasp
2. Advance your understanding of the Ordeal
 - a. Gain a thorough understand of the Ordeal you have gone through
3. Serve your unit. Retain your registration in Scouting
 - a. During a period of at least 10 months, strive to fulfill your Obligation by continuing and expanding your service to your own troop or team.
4. Plan for service in your lodge
 - a. Retain your registration in your Order of the Arrow lodge and keep your dues paid.
 - b. Attend 51% of all lodge meetings since joining the OA (see calendar for dates)
 - c. Attend 51% of all of your chapter's meetings since joining the OA
 - d. Be active in your specific committee you choose
 - e. Attend at least one lodge weekend (other than your Ordeal)
 - f. Attend one Lodge Leadership Development (LLD)
5. Review your Progress
 - a. When you earnestly feel that you have met the 4 challenges above, write a letter to your lodge secretary. In the letter explain what you think the Obligation means, describe how you have been fulfilling this Obligation in your troop or team and in your daily life, and how you have used your understanding of the Ordeal to aid in this service, describe your specific plans for giving service to the lodge program.
 - b. Include this letter with your advance registration form for the Brotherhood weekend.

Lodge Map



- Blue- Wakanda
- Red- Tioga
- Yellow- Winningus
- Green- Seneca

Lodge Organization and Leadership Chart



2008 TKaen DoD Lodge Calendar

March 2008

- 1 –SAGAMORE @ Williamson Road District Office – 2:00 PM
- 6 – Tioga Chapter Meeting @ Williamson High School – 7PM
- 10 – Wakanda Chapter Meeting @ Hornell First Baptist – 7PM
- 13 – Seneca Chapter Meeting @ 1st Presbyterian Church, Horseheads – 7PM
- 13 – Winningus Chapter Meeting @ Towanda Elementary – 7PM
- 29 – Spring into Scouting @ Camp Gorton – 9AM – 5PM

April 2008

- 3 – Tioga Chapter Meeting @ TBD – 7PM
- 5– LLD and SAGAMORE after @ Williamson Road District Office – 9:00AM
- 10 – Seneca Chapter Meeting @ 1st Presbyterian Church, Horseheads – 7PM
- 10 – Winningus Chapter Meeting @ Towanda Elementary – 7PM

May 2008

- 1 – Tioga Chapter Meeting @ Williamson High School – 7PM
- 2 – 4 – Spring Ordeal & Brotherhood Workday @ Camp Brule'
- 8 – Seneca Chapter Meeting @ 1st Presbyterian Church, Horseheads – 7PM
- 8 – Winningus Chapter Meeting @ Towanda Elementary – 7PM
- 12 – Wakanda Chapter Meeting @ Hornell First Baptist – 7PM

June 2008

- 6 –8 – Section NE-3A Conclave@ Camp Scout Haven
- 12 – Seneca Chapter Meeting @ 1st Presbyterian Church, Horseheads – 7PM
- 12 – Winningus Chapter Meeting @ Towanda Elementary – 7PM
- 20 – 22 – Spring Ordeal @ Camp Gorton

July 2008

- 10 – Seneca Chapter Meeting @ 1st Presbyterian Church, Horseheads – 7PM

August 2008

- 14 – Seneca Chapter Meeting @ 1st Presbyterian Church, Horseheads – 7PM
- 14 – Winningus Chapter Meeting @ Towanda Elementary – 7PM
- 15 – 17 – Fall ordeal @ Camp Brule'

September 2008

- 4 – Tioga Chapter Meeting @ Williamson High School – 7PM
- 8 – Wakanda Chapter Meeting @ Hornell First Baptist – 7PM
- 11 – Seneca Chapter Meeting @ 1st Presbyterian Church, Horseheads – 7PM

October 2008

- 2 – Tioga Chapter Meeting @ Williamson High School – 7PM
- 5 – SAGAMORE @ Williamson Road District Office – 2PM
- 9 – Seneca Chapter Meeting @ 1st Presbyterian Church, Horseheads – 7PM
- 9 – Winningus Chapter Meeting @ Towanda Elementary – 7PM

November 2008

- 2 – SAGAMORE @ Williamson Road District Office – 2PM
- 6 – Tioga Chapter Meeting @ Williamson High School – 7PM
- 10 – Wakanda Chapter Meeting @ Hornell First Baptist – 7PM
- 13 – Seneca Chapter Meeting @ 1st Presbyterian Church, Horseheads – 7PM
- 13 – Winningus Chapter Meeting @ Towanda Elementary – 7PM

December 2008

- 4 – Tioga Chapter Meeting @ Williamson High School – 7PM
- 7 – SAGAMORE @ Williamson Road District Office – 2PM
- 8 – Wakanda Chapter Meeting @ Hornell First Baptist – 7PM
- 11 – Seneca Chapter Meeting @ 1st Presbyterian Church, Horseheads – 7PM
- 11 – Winningus Chapter Meeting @ Towanda Elementary – 7PM

Appendix A

TKäen DōD 30 POLICIES AND PROCEDURES

I. NAME AND AFFILIATION OF THE LODGE

- A. The name of the Lodge is TKäen DōD (Ta-Koon-Dode) 30.
- B. The Lodge is affiliated with Five Rivers Council, Boy Scouts of America, and shall be under the supervision and the administrative authority of the Scout Executive.
- C. The Lodge will establish Chapters, which will follow the boundaries of the four districts of Five Rivers Council.

II. MEMBERSHIP

- A. The requirements for membership in this Lodge are as stated in the current printing of the Order of the Arrow handbook.
- B. Procedure for the ordeal shall be as stated in the Order of the Arrow handbook and manual for the ordeal.
- C. Elections must be under the supervision of the Lodge unit Elections committee.
- D. No unit can conduct their own election unless they have the approval or permission of the Chief.
- E. Dues will be \$10.00 if paid by December 31st. After January 1 dues will be \$12.00.
- F. Yearly dues will be payable through December 31st. A mail in "coupon" will be printed in the 3rd and 4th quarter newsletter. A late fee of two additional dollars will be required for all dues paid after December 31st.
- G. Inactive member – membership lapses when dues are unpaid for a period of 1 year. To be reinstated, a lapsed member must pay a reinstatement of \$10.00 and the current year's dues.

III. OFFICERS

- A. The officers of this Lodge shall be: Lodge Chief, No more than two Lodge Vice-Chiefs, Lodge Secretary, and Lodge Treasurer. These elected officers must be under the age of 21 during their entire term.
- B. The Executive Committee (Sagamore Council) shall be composed of the elected Lodge officers, Lodge Chief-elect, immediate past Lodge Chief,

Lodge Adviser, Chapter Chiefs, and Advisers to each Chapter (where applicable), Scout Executive, and Lodge Staff Adviser.

- C. After being elected all officers will sign a contract explaining their duties and responsibilities and agreeing to the following remediation plan for a lack of performance:
 - i. Written / Verbal notification of deviation from Lodge Staff Adviser and Lodge Adviser.
 - ii. Face to Face meeting with Lodge Adviser and Lodge Staff Adviser to discuss job performance and determine corrective action.
 - iii. Mandatory resignation.
- D. Nominations and Elections
 - 1. The Chief shall appoint the Nominating Committee in November.
 - 2. The Nominations Committee shall oversee and certify the nomination and election of officers.
 - 3. Nominations may be made from the floor provided the person being nominated is present.
 - 4. A simple majority of votes is necessary to elect an officer. The Chief may vote only in the event of a tie.
 - 5. There shall be a quorum of 25% or 30 of the lodge's registered youth membership to hold an election. After a year and a half since the last election held, the quorum does not apply. The quorum of 25% or 30 does not apply for chapters who must have a quorum of 10 chapter members.
 - 6. Officers, when elected and through their entire term, must remain active in the Lodge and in the Boy Scouts of America.
 - 7. The Lodge Chief must be a Brotherhood or Vigil member at the time of the election.
 - 8. There shall not be more than two Lodge officers from the same unit.
 - 9. The election shall be held at the Fall Fellowship or at the closest Lodge/Council event thereafter.
 - 10. All rules that apply to lodge elections apply to Chapter elections, unless approved by the Chief or agreement at the Sagamore.
- E. Elections will be by secret ballot.
- F. All vacancies or resignations of office, except for Chief, shall be filled by appointment by the Chief with approval from the Lodge Advisor and Staff Advisor (Resignations will be made in writing to the Lodge Executive Committee.)
- G. In the case of resignation of the Chief, the Lodge Executive Vice-Chief will assume position and responsibility.

IV. DUTIES OF THE OFFICERS

- A. Chief

- i. Presides over all meetings of the Lodge.
 - ii. Attends all Section Council of Chiefs Meetings and serves as the designated council youth representative in all Section matters.
 - iii. Works with the other Lodge Youth officers and Adult Advisers to plan the program of the Lodge.
 - iv. If appointed, serves as the Lodge's youth designee to the Council Executive Board.
 - v. Attends all events of the Lodge and serves as the ultimately responsible youth at said events unless properly excused or relieved of his duties by a more appropriate officer.
 - vi. Serves as an ideal of the Boy Scouts of America, Order of the Arrow and conducts himself in a manner appropriate to his position.
- B. Vice-Chief(s)
- i. In the absence of the Lodge Chief, assumes all duties and responsibilities assigned to that position, unless said duty has been specifically delegated to another appropriate officer.
 - ii. Serves as the main organizer and overseer of the Unit Election teams and the Unit Election program.
 - iii. Serves as the primary organizer of all OA Troop Representatives in the Lodge.
 - iv. Establishes and maintains a positive working relationship with all Council Units through Unit Elections, Camp Promotions, and Troop Representatives.
 - v. Works with Chapter Chiefs to ensure success of all Chapter activities and workings within the Chapters.
 - vi. Works with the Lodge Chief as the primary developer of Lodge programming.
 - vii. Serves as the main authority on Section Conclave Responsibilities in coordination with the Lodge Chief and other officers / chairmen appointed.
 - viii. Oversees the development and progress of Special projects to be undertaken by the Lodge and those the Lodge is presently committed to.
 - ix. Works to promote all events undertaken by the Lodge in close coordination with the Lodge Secretary.
 - x. Performs any duties assigned to him by the Lodge Chief within reason of his office.
 - xi. Attends all events and meetings of the Lodge carrying out all duties assigned to him and reporting on his activities.
 - xii. Serves as an ideal of the Boy Scouts of America, Order of the Arrow and conducts himself in a manner appropriate to his position.
- C. Secretary

- i. Takes the minutes of the Lodge at all meetings. Within fourteen (14) days following a meeting, the minutes will be sent to appropriate members of the Lodge Executive Board.
- ii. Works with the Lodge Chief and Program Vice Chief to produce promotional materials for events as deemed necessary and appropriate by the Lodge Chief, Lodge Adviser, and Lodge Staff Adviser.
- iii. Produces a minimum of four (4) Lodge newsletters a year giving event information, Lodge news, and other requested information.
- iv. Maintains an up-to-date roster of Lodge members and adds new members following Ordeals and as new dues paid members are identified.
- v. Oversees the maintenance of content on the Lodge's website.
- vi. Performs any duties assigned to him by the Lodge Chief within reason of his office.
- vii. Attends all events and meetings of the Lodge carrying out all duties assigned to him and reporting on his activities.
- viii. Serves as an ideal of the Boy Scouts of America, Order of the Arrow and conducts himself in a manner appropriate to his position.

D. Treasurer

- i. In close coordination with the Lodge Staff Adviser, keeps a close eye on the Lodge's financial situation and reports on the Lodge's finances at all meetings of the Lodge.
- ii. Charts progress of any financial goals set by the lodge for either special projects or general Lodge finance.
- iii. Assumes responsibility for all monies collected at Lodge events and by the Lodge in fundraising efforts.
- iv. Makes recommendations to the Lodge Executive Committee on any decisions involving the use of Lodge finances with regard to financial stability.
- v. Performs any duties assigned to him by the Lodge Chief within reason of his office.
- vi. Attends all events and meetings of the Lodge carrying out all duties assigned to him and reporting on his activities.
- vii. Serves as an ideal of the Boy Scouts of America, Order of the Arrow and conducts himself in a manner appropriate to his position.

V. COMMITTEES

- A. The Lodge Advisor in consultation with the Lodge Staff Advisor appoints committee adult advisors.
- B. Standing committees will include: Camp promotions and unit elections, Finance, Ceremonial and Activities, Publications, and Membership.

- C. Adhoc Committees will include: Nominations Committee, Vigil, Conclave, NOAC, Founders Award, and Annual Banquet.
- D. Lodge Officers will make a report of what their respective committees have done since the last Sagamore.
- E. Other committees may be formed as needed by the Lodge Chief with the approval of the Lodge Advisor, Staff Advisor and a majority vote of those in attendance at the Sagamore.
- F. Every active member of the Lodge must belong to at least one committee. All participants at Lodge ordeals must sign up for at least one committee and should be informed of what is in the by-laws of the Lodge and what the committee's functions are.

VI. SCHEDULE

- A. The Lodge meetings shall be held at least one per month from August through June.
- B. Chapter meetings will be held six times a year.
- C. The Lodge shall publish a yearly plan book which must include a contract made out from the officers with their plan for the year which was approved by the Sagamore Council. This contract lists all of the year's activities and goals.

VII. MISCELLANEOUS LODGE ITEMS

- A. The Chief may appoint a Quartermaster. He will be responsible to maintain and keep track of the Ceremonial Regalia and equipment owned by the Lodge. He needs to work close with the Treasure and Ceremonial and Activities Chairman.
- B. The Quartermaster is responsible for all ceremonial regalia and any corresponding items and records.
- C. Lodge flaps – Members may purchase any number of Lodge flaps, except when the supply low, at which time each member may only purchase one flap per event. Any member who owes more than one year's dues, must remove his Lodge flap from his uniform.

VIII. QUALITY CHAPTER

- A. In order for a Chapter to receive Quality Chapter status they must increase their number of members at a chapter meeting by 1/3 at least 5 months out of the Lodge year.
- B. 50% of active members that attend Chapter meetings must participate in at least 50% of Lodge fundraisers.
- C. 50% of active members that attend Chapter meetings must participate in 50% of the yearly ordeals.
- D. One member must participate in the Elongomat program.

- E. A Chapter reaching Quality Chapter status will receive a patch (a new one every 2 years) and \$50 for refreshments to be used at their Chapter meetings.

IX. AMENDMENTS

- A. Amendments to the rules of the Lodge Policies and Procedures must be submitted in writing, and approved by the Sagamore Council and then the Lodge by a 2/3 vote of the youth active members.

Appendix B

LEC Contact Sheet

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