

## **GOLDEN SUN LODGE # 492 - ORDER OF THE ARROW, BSA LODGE RULES**

### SECTION 1 - NAME AND AFFILIATION OF LODGE

- 1.01 The name of this Lodge of the Order of the Arrow shall be: The Golden Sun Lodge W.W.W. #492. The Lodge shall be affiliated with the Cornhusker Council, No. 324, Boy Scouts of America, and shall be under the supervision of the Scout Executive.
- 1.02 The totem of the Lodge shall be that of a twelve pointed sun.
- 1.03 The standard set of colors of this Lodge shall be Gold on Black.
- 1.04 *The Sundial* shall be the official publication of the Lodge.
- 1.05 The sash and the medicine pouch shall be worn at all official functions of the Lodge.
- 1.06 The Lodge shall be divided into Chapters by Districts. Each Chapter shall come under the supervision of the respective District Executive.

### SECTION 2 - MEMBERSHIP

- 2.01 The requirements for election to membership in this Lodge are as required in the current edition of the *Guide for Officers and Advisers*.
- 2.02 The procedure for becoming an Ordeal member shall be as stated in the current edition of the *Guide for Officers and Advisers*.
- 2.03 Completion of Brotherhood membership shall be in accordance with the requirements in the current edition of the *Guide for Officers and Advisers*.
- 2.04 Attainment of the Vigil Honor shall be in accordance with the requirements in the current edition of the *Guide for Officers and Advisers*.
- 2.05 Those members of the Order of the Arrow whose dues are paid to the Golden Sun Lodge and current will be considered active Lodge members.

### SECTION 3 - OFFICERS AND COMMITTEES

- 3.01 The Officers of this Lodge shall be Lodge Chief, Lodge Vice-Chief, Lodge Secretary, and Lodge Treasurer. These elected officers must be under twenty-one years of age during the entire term of office.
- 3.02 The Chapter officers shall be the Chapter Chief and a 1st Vice-Chief. At the discretion of the Chapter, the Chapter may also elect Vice-Chiefs for Unit Elections, Camp Promotions, Unit Relations and Unit Service.
- 3.03 The Lodge will have three standing committees. Those will be an Inductions Committee, a Service Committee, and a Communications Committee. The responsibilities of each Standing Committee are defined by the Lodge Chief and will carry out those responsibilities through the use of sub-committees. The Lodge Chief may create or dissolve such sub-committees as required. The chairmen of the Standing Committees and all sub-committees will be appointed by the Lodge Chief and shall be under twenty-one years of age during their entire term of service. Similar committees may be operated on a Chapter basis where deemed necessary.

- 3.04 The Lodge Executive Committee is the steering committee of the Lodge and is authorized to act on behalf of the General Membership unless otherwise specified in these rules. The Lodge Executive Committee shall be composed of the Lodge Chief, Lodge Vice-Chief, Lodge Treasurer, Lodge Secretary, the immediate past Lodge Chief (the previous person to hold the position of Lodge Chief), the Chapter Chiefs, the Chairmen of the Lodge standing committees, the Lodge Adviser, the Chapter Advisers, the Scout Executive, and the Staff Adviser.
- 3.05 Voting members of the Executive Committee shall be all youth members (under 21 years of age) of the Lodge Executive Committee as defined in Section 3.04. In the absence of a Chapter Chief, the highest ranking elected Chapter officer present will vote as the representative of the Chapter Chief.
- 3.06 Only members of a unit with a current Charter and whose Charter Organization is within the jurisdiction of the Cornhusker Council are eligible for nomination to a Lodge or Chapter Office.
- 3.07 The Lodge officers and the Chapter Chiefs shall be elected by majority vote at the annual Pow-Wow. If no one receives a majority vote on the second ballot then the candidate receiving the fewest number of votes shall be dropped from the ballot. This process will continue until one candidate receives a majority of the votes cast. Lodge officers will be voted upon by the entire Lodge membership. Chapter Chiefs will be voted upon only by members of their respective chapters.
- 3.08 The term of all Lodge and Chapter officers shall commence at the closing of the annual Lodge Leadership Development Course and shall last until they are replaced by their successor at the closing of the following annual Lodge Leadership Development Course.
- 3.09 Nominations for the Lodge officer and Chapter Chief positions will be declared open at the end of the General Membership meeting held during the Spring Event. All nominations must be made in writing, listing the name of the person nominated, the name and signature of the person making the nomination, and a signed acceptance of the nomination by the person nominated. The Lodge Secretary must receive the nomination before 6:00 pm on the Friday of the Pow-Wow weekend. The Lodge Secretary shall have the known slate of nominees published in *The Sundial* at least three (3) weeks prior to the annual Pow-Wow. Any nominee for the position of Lodge Chief who is not elected to that office shall, upon his acceptance, be nominated for Lodge Vice-Chief. Any nominee for the position of Lodge Vice-Chief who is not elected to that office shall, upon his acceptance, be nominated for Lodge Secretary and/or the Lodge Treasurer. In the event that no one is elected to a position due to a lack of nominations, the Lodge Chief-elect may appoint a person to the position. The appointment will be subject to a vote by the Lodge Executive Committee.
- 3.10 Chapter officers, other than the Chapter Chiefs, shall be elected at the first Chapter meeting following the annual Pow-Wow.
- 3.11 The Lodge Adviser and the Chapter Advisers shall be appointed annually by the Scout Executive. All other Advisers are appointed by the Lodge Adviser and serve under Lodge Adviser's direction.
- 3.12 Any officer of the Lodge, or a Chapter, may be removed from office for cause. Grounds for removal shall be any of the following:
  - a) Failure to perform the duties of the office to which elected as stated in the current edition of the *Guide for Officers and Advisers*.

- b) Failure to maintain membership in a Scouting unit within the boundaries of the Cornhusker Council,
- c) Failure to pay dues in the Lodge; or
- d) Failure to conduct himself under the Scout Oath and Law.

Removal from office shall be preceded by a conference with the individual by the Lodge/Chapter adviser. The process for removal from office shall be:

- a) Notice served to the individual stating the action proposed; the place and date where the proposed action by the Lodge Executive Committee will take place; and an invitation to present facts or circumstances in mitigation of the action proposed.
- b) A vote to remove by 2/3 of all the voting members of the Executive Committee during the previously stated meeting; and
- c) The Lodge adviser and the Scout Executive must approve the removal of a Lodge officer; or
- d) The Chapter adviser and the Lodge adviser must approve the removal of a Chapter officer.

3.13 The vacancy of an elected officer, other than the Lodge Chief or a Chapter Chief, shall be filled through appointment by the Lodge Chief on the Lodge level, or by the Chapter Chief on the Chapter level. An appointment to a vacated position must be approved by a vote of the Lodge Executive Committee. A vacancy in the position of Lodge Chief or Chapter Chief will be filled by the promotion of the respective Vice-Chief. The Vice-Chief position would then be filled in the manner described above.

#### SECTION 4 - LODGE FINANCES

- 4.01 The fiscal year shall run from January 1 through December 31 of each calendar year.
- 4.02 During the time between the Annual Pow-Wow and the Lodge Officers Training Conference, the current Lodge Treasurer and the Treasurer Elect shall prepare the budget proposal for the next fiscal year.
- 4.03 The budget shall be developed at the Annual Lodge Officers Training Conference. The budget proposal shall be submitted in writing to the Lodge Chief, Lodge Adviser, and Staff Adviser at the November Executive Committee meeting. The budget proposal, and any revisions, shall be subject to approval at the December executive committee meeting.
- 4.04 A copy of the approved budget will be submitted to the Council Treasurer.
- 4.05 All Order of the Arrow funds shall be handled through the Council Office and go through all the normal accounting procedures.

#### SECTION 5 - VOTING

- 5.01 Any active member of the Golden Sun Lodge, #492, under the age of 21 has a vote in matters of Lodge business at a General Membership Meeting.

- 5.02 Adult Scouters age 21 or over, act in an advisory capacity and do not have a vote in matters of Lodge business.

## SECTION 6 - LODGE MEETINGS

- 6.01 The Lodge shall schedule the following events: Fall Fellowship Conference; Winter Event; Spring Event; and The Annual POW-WOW. A meeting consisting of the Lodge Executive Committee and the general membership shall be held during each of these events. This meeting will be known as the General Membership Meeting with each youth member of the Lodge having a vote on business brought to these meetings.
- 6.02 The Lodge Executive Committee shall meet as necessary but not to exceed once each month. These meetings shall be known as Lodge Executive Committee Meetings and will be open to any member of the Lodge but with the vote on business at these meeting restricted as indicated in rule 3.05.
- 6.03 A Lodge Leadership Development Course (LLDC) is to be held each year after officer elections but prior to October 15. The purpose of this course is to give instruction regarding Lodge responsibilities to those members elected or appointed to Lodge and/or Chapter positions. Any member of the Lodge who holds an elected or appointed position with in the Lodge, or who indicates a desire to hold a Lodge position in the future, is eligible and encouraged to attend the course.

## SECTION 7 - AMENDMENTS TO LODGE RULES

- 7.01 Any proposed amendments to these rules shall be submitted in writing to the Lodge Chief.
- 7.02 The Chief must declare all proposed amendments that conflict with National Policy as stated in the current edition of the *Guide for Officers and Advisers* out of order and such amendments will not be considered further.
- 7.03 Proposed amendments to these rules will be presented to the Executive Committee for consideration. If adopted by a vote of the Executive Committee, the proposed amendment/s will be published in *The Sundial* prior to the next General Membership Meeting and will be voted on by the members of the Lodge assembled at the next General Membership meeting. The amendment must receive the affirmative vote of 2/3 of the members present and will become effective immediately when passed, unless otherwise stated.
- 7.04 Any changes to the Lodge Rules that are required by changes in National OA publications or policies, may be made by the Lodge Executive Committee in a simple majority vote. Determination of such a required change is made by the Lodge Chief.

## SECTION 8 - SALE OF LODGE MERCHANDISE

- 8.01 Lodge merchandise shall be any item bearing the name, name and number, or emblem of the Golden Sun Lodge, #492.
- 8.02 The sale of Lodge merchandise is controlled by the Lodge and should be made available for sale at all events of the Lodge.
- 8.03 Lodge merchandise can be sold at the council service center.

## SECTION 9 - LODGE POCKET IDENTIFICATION

- 9.01 The Lodge shall have an official pocket patch. The patch must be worn in accordance with the uniform standards of the Boy Scouts of America.
- 9.02 The Lodge patch may only be worn by active members of the Lodge.
- 9.03 One Lodge patch shall be presented to each new Ordeal member at the time of induction.
- 9.04 Any active member of the Lodge may purchase the Lodge patch in any quantity depending upon supplies available.

## SECTION 10 - LODGE TRADITIONS

- 10.01 The Lodge will maintain a file of standard practices and policies that have been adopted from time to time. These will be referred to as the Lodge Traditions.
- 10.02 Lodge Traditions may be changed from time to time by a simple majority vote of the Executive committee of the Lodge.
- 10.03 Lodge Traditions shall not conflict with the policy of or the spirit of the Boy Scouts of America and cannot be in conflict with these Lodge rules.

## SECTION 11 - PARLIAMENTARY PROCEDURE

- 11.01 The rules contained in ROBERT'S RULES OF ORDER, NEWLY REVISED shall govern the Lodge in all cases to which they are applicable and in which they are not inconsistent with these rules, Scouting BSA, or any other special rules the Lodge may adopt.