

Lake Meade Troop 88 Bylaws
Lake Meade Troop 88 Committee
Lake Meade Property Owner's Association
4 Forest Drive, East Berlin, Pennsylvania 17316

I. Introduction

The information contained in this document is in addition and supplemental to the charter, bylaws, and procedures established by the Boy Scouts of America (BSA) and is intended to provide guidelines for the operation of Troop 88. Scouts, their parents, and others associated with Troop 88 should be familiar with and abide by the procedures contained in this document.

II. Review and Adoption

- A. These bylaws shall be reviewed at the Troop Committee meeting each year prior to the recharter date. They shall be reviewed, amended as needed, approved and adopted each year in the month prior to recharter.
- B. These bylaws can be amended by two-thirds majority vote of eligible Troop Committee members present at a regularly scheduled committee meeting. A duly appointed subcommittee will review amendments and make a recommendation to the Troop Committee. Amendments cannot be adopted prior to the next scheduled committee meeting. Notice of impending changes will be provided in advance of the meeting to the Committee Chair and may be posted on the troop web site.
- C. The bylaws shall be under the guardianship of the Troop Secretary. Each family of a Scout registered with the troop, all registered troop leaders, and members of the Troop Committee will be provided with a copy of these bylaws via email and a current copy will be posted on the troop web site. Once approved and published, each scout and his family shall review the bylaws and sign the acknowledgement form provided that they have received, reviewed, and understand the provisions of the bylaws and will adhere to them. If there are changes to the bylaws, a copy of the changes shall be provided to scout and his family. Receipt of these changes shall be acknowledged. All new scouts and their family entering the troop shall also be provided a copy of the bylaws and acknowledge receipt.

III. Membership

- A. Youth membership in Troop 88 is open to all males at least 11 years of age (or having completed the fifth grade or upon receiving the Arrow of Light) that have not reached the age of 18. Youth and adults, who are developmentally disabled, or youth with severe physical challenges, may be considered for registration beyond the age of eligibility for the Boy Scout program.

- B. Adult membership in Troop 88 is open to all parents of youth members, members of the sponsoring organization and other persons interested in serving the youth of the troop, consistent with the rules of the BSA. The Chartered Organization Representative and the Troop Committee Chairman must approve all adult membership. The Scoutmaster must approve all Assistant Scoutmaster's appointments.

IV. Troop Organization

A. Troop 88 and Troop Committee

1. Troop 88 is a chartered unit of the New Birth of Freedom Council.
2. Troop 88 is sponsored by the Lake Meade Property Owner's Association and is rechartered every year in November.
3. Troop 88's event year runs from September 1st through August 31st.
4. The Chartered Organization Representative is the liaison between the troop and the sponsoring organization. The Chartered Organization Representative may become a member of the District Committee and is a voting member of the council.
5. The Troop Committee consists of all adults registered with the troop. They may be parents of member Scouts, members of the sponsoring organization, or other persons interested in Scouting. The Troop Committee, at a minimum, shall consist of a Committee Chairperson, Advancement Chairperson, and Treasurer.
6. The Troop Committee Chairperson is elected by the Troop Committee and approved by the Chartered Organization. The Troop Committee Chairman oversees the nomination and election of members to Troop Committee offices. Elected offices can be held by one or more persons, each having one vote. Multiple elected offices can be held by one person, having one vote in total.

Elected offices:

- a. Committee Chair
- b. Treasurer
- c. Secretary
- d. Outdoor Program Coordinator
- e. Advancement Coordinator
- f. Fund-Raising Coordinator
- g. Equipment Coordinator
- h. Membership Coordinator
- i. Training Coordinator
- j. Chaplain
7. Troop Committee responsibilities include the following:
 - a. Support the Troop program.

- b. See that quality adult leadership is recruited and trained.
 - c. Select the Scoutmaster and Assistant Scoutmasters and recruit committee members.
 - d. Serve on boards of review and at courts of honor.
 - e. Maintain records of troop finances and advancement.
 - f. Ensure that finances are available to support a quality Scouting program.
 - g. Promote a quality outdoor program which includes maximizing days of camping each year.
 - h. Recruit and appoint merit badge counselors.
8. The patrol method is the cornerstone of the Scouting program. The troop will be divided into patrols of 6-12 Scouts. The Scoutmaster will determine the number of patrols to be assigned. The Scoutmaster, with the advice of the Senior Patrol Leader, will assign Scouts to patrols.

B. Scoutmaster, Assistant Scoutmasters and Junior Assistant Scoutmaster

- 1. The Scoutmaster is the designated adult troop leader, and is responsible to the Troop Committee and the Chartered Organization for overall supervision and operation of the troop. He or she sets the tone for the adult leadership for the troop. The Scoutmaster's character reflects the Scouting program and the Chartered Organization. His/her first priority is always the scouts' best interests.
- 2. His/her primary duties are:
 - a. Train and guide the boy leaders to run their troop.
 - b. Help the Troop Committee in the recruitment/selection of Assistant Scoutmasters.
 - c. Use BSA approved methods to achieve the aims of scouting.
 - d. Work to ensure a safe environment for all youth members.
- 3. Assistant Scoutmasters support the Scoutmaster and are held to same level of high character. Assistant Scoutmasters are often assigned to provide adult leadership to a patrol.
- 4. Junior Assistant Scoutmasters (JASM) may be appointed by the Scoutmaster. They are Scouts of at least 16 years of age who have demonstrated strong leadership qualities. A JASM serves in the capacity of an Assistant Scoutmaster working directly for the Scoutmaster. When a JASM turns 18, he may apply for a position within the troop as an Assistant Scoutmaster.

C. Scout Leadership – Troop Youth

- 1. The term of office for all Scout leadership positions is six months. A Scout may hold an office for no longer than two consecutive terms with the exception of the Junior Assistant Scoutmaster, who may serve as long as the Scoutmaster determines. Regular troop elections shall be held semiannually in February and August.

2. The Senior Patrol Leader (SPL) is elected by the Scouts to represent them as the top junior leader in the troop. The Senior Patrol Leader generally should be a registered member of the troop for at least two years, has held the position of Patrol Leader during that time, and hold at least the rank of First Class. His duties include the following:
 - a. Run all troop meetings, activities, events, and the annual planning conference.
 - b. Run the Patrol Leaders' Council (PLC).
 - c. Assign duties and responsibilities to troop junior leaders.
 - d. Lead the Patrol Leaders and Assistant Senior Patrol Leader (ASPL).
3. The Assistant Senior Patrol Leader is the second highest-ranking junior leader of the troop. He is appointed by the Senior Patrol Leader with Scoutmaster's approval. His duties include the following:
 - a. Fill in for the SPL when required.
 - b. Help the SPL run troop meetings, activities, and events.
 - c. Help train and supervise the Scribe, Quartermaster, Instructor, Historian, Librarian, and Chaplain's Aide.
 - d. Serve as a member of the PLC.
4. Other troop positions such as Scribe, Librarian, Historian, Quartermaster, Bugler, Chaplain's Aide, and Instructor are elected by the scouts. Specific duties of these positions are listed in the BSA Junior Leader Handbook (BSA#33500A) and on the BSA website.
5. The Troop Guide, when the position is filled, is appointed by the SPL with Scoutmaster's approval. He is responsible for new Scouts feeling comfortable with the Scouting program, helps them to achieve their first class rank, and provides training to the Patrol Leaders of other patrols with young Scouts. He is a mentor, coach, and friend. He reports directly to the Scoutmaster.

D. Scout Leadership – Patrol Leader

1. Each patrol elects a Patrol Leader by majority vote of the members of the patrol with the approval of the Scoutmaster. Patrol Leaders will have normally attained at least First Class rank.
2. A Patrol Leader:
 - a. Represents the patrol at the PLC.
 - b. Plans and leads patrol meetings.
 - c. Keeps his patrol informed.
 - d. Assists in training of younger scouts.
 - e. Performs supervision of scouts within his patrol to accomplish SPL directed tasks.

V. Meetings and Attendance

A. Troop Meeting

1. Troop meetings are held at Lake Meade Community Center on Monday evenings of each month from 6:45p.m. to 8:30p.m., unless otherwise announced.
2. Special troop meetings and activities may be held away from the normal meeting place. These events should be announced at least a week in advance and relevant information should be posted on the troop web site as well as being communicated via email.
3. All meetings, activities, and events require 2-deep adult leadership as specified in the official BSA "Guide to Safe Scouting" and in accordance with Pennsylvania State Law ACT 15. It is, therefore, important that parents not drop off their Scouts without making sure that 2-deep leadership is present. If 2-deep leadership is not in place, the meeting, activity, or event will be canceled.
4. Scouts are expected to attend troop meetings. Although schoolwork, religious instruction, sports activities, music, and other activities can understandably affect attendance at meetings, Scouts should inform their Patrol Leader and Scoutmaster of any extended absence from regular troop activities. Continued unexcused absences will delay rank advancement.
5. Scouts in leadership positions who miss a meeting are responsible for making arrangements to ensure that their responsibilities at the meeting will be met.
6. Scouts are expected to bring their Scout Handbook to all meetings and activities unless notified otherwise.

B. Patrol Meetings

1. Patrol meetings are held to prepare for upcoming events, to work on rank, and/or to build team spirit.
2. Patrol meetings can take place during a troop meeting. Provision for such meetings will be included in PLC planning sessions.
3. Patrol meetings can also occur elsewhere with approval of the Scoutmaster.
4. All members of the patrol are expected to attend patrol meetings.
5. An Assistant Scoutmaster and one other registered adult of the troop must be present at every patrol meeting, if held outside of the troop meeting, or the meeting must be canceled.
6. The Troop Guide (if there is one) should be present at all Scout patrol meetings.

C. Patrol Leaders' Council

1. The Patrol Leaders' Council (PLC) is the governing body of the troop. The PLC plans the troop program, puts the program into action and deals

with troop and patrol problems. The PLC initiates all troop activities, events and meetings. Any requests to add, cancel, or change an event/activity should be presented at the PLC.

2. The PLC usually meets every Monday evening at 7:00 PM to review the meeting agenda and to plan upcoming troop activities and events. Special PLCs can occur as needed.
3. The PLC shall consist of the Senior Patrol Leader, the Assistant Senior Patrol Leader and the Patrol Leaders. Other members shall be allowed only with the approval of the PLC. The Scoutmaster, Assistant Scoutmasters, and Junior Assistant Scoutmaster provide guidance to the PLC to ensure a quality Scouting program. The Troop Guide may attend. Other people may be invited to attend by the SPL to provide information on specific subjects as required.
4. The Patrol Leaders represent their patrols at the PLC and voice any thoughts, concerns or ideas that their patrol members have voiced to them regarding the troop calendar, running of the troop and/or troop activities or events.
5. The Scoutmaster is the liaison between the PLC and the Troop Committee. He informs the Committee of upcoming activities and events and requests appropriate support. The Committee is responsible for ensuring adequate support for activities and events. If, in the opinion of the Committee, an activity cannot be adequately supported, the Committee shall inform the Scoutmaster who passes the information to the SPL and the PLC. The activity will then be modified or cancelled.
6. A special PLC is to be held by June 1st of each year to plan the coming year's program.

D. Troop Committee Meetings

1. Troop Committee meetings are generally held the third Sunday of the month at the Lake Meade Community Center lounge from 7:00pm to 8:30pm. Meetings are generally not held in June and July.
2. Special meetings may be scheduled by the Troop Committee Chairman as appropriate.
3. All elected committee officers are expected to attend Troop Committee meetings. Parents of Scouts, adult leaders, and other adults associated with the troop are invited to attend.
4. All registered adults holding an elected committee office are voting members of the Troop Committee. Decisions will be made on a majority vote of those elected committee officers in attendance. In the event of a tie vote, the Committee Chair vote shall be the deciding vote. The Scoutmaster and Assistant Scoutmasters are not voting members.

VI. Uniform Policies

- A. The Scoutmaster, Assistant Scoutmasters, and Scouts are expected to have and wear a complete Boy Scout uniform to all official Scouting functions. The Scoutmaster will designate the type of uniform (Class A or B) for each event.
 1. The Field Duty (Class "A") uniform should be worn at all troop meetings. This uniform includes official BSA shirt with properly positioned patches (see Scout handbook for positions of patches), official BSA green web belt, socks and trousers, or shorts in olive green. A troop neckerchief will be furnished by Troop 88 upon registration with the Troop. A troop t-shirt can be purchased periodically when orders are placed. Additional t-shirts may also be purchased.
 2. Field Duty (Class "A") uniform must be worn at all Board of Reviews or the scout will be denied the Board of Review.
 3. Field Duty (Class "A") uniform and merit badge sash must be worn at Courts of Honor.
 4. Field Duty (Class "A") uniform must be worn for the opening and closing of each troop meeting. If the troop t-shirt is worn under the field duty shirt, the Scoutmaster may determine it proper to wear during the rest of the meeting. Wearing the field duty uniform demonstrates Scout spirit.
 5. It is the policy of the troop to wear class "A" uniform whenever the troop is traveling to or from an activity. The Patrol Leader's Council will decide the specific field duty uniform policy to be used at summer camp, but it must comply with the requirements of the camp attended. Uniform inspections will be conducted at certain times during the year.
 6. The Activity Uniform (class "B") is the same as above except that a Boy Scout or Troop t-shirt is worn in place of the official BSA shirt with patches. Activity Uniforms are generally worn when the scouts are in camp or participating in activities other than troop meetings, courts of honor, or travel to and from trips.
- B. The "Class A" (Field Duty) Uniform consists of:
 1. Official BSA long or short sleeve shirt with all insignia properly in place.
 2. Official BSA Scout belt.
 3. Official BSA long or short pants (denim, non-patched jeans or khaki pants may also be worn).
 4. Official BSA Scout socks (when wearing BSA shorts).
 5. BSA Bolo/neckerchief - Troop 88 scouts wear the Troop 88 neckerchief and adults are authorized to wear either the neckerchief or the BSA bolo.
 6. Official BSA hat (if wearing a hat).
 7. On certain designated formal occasions, such as Courts of Honor, Scouts should wear the Order of the Arrow and merit badge sashes if appropriate.
 8. All neckerchief slides must be safe and be appropriate for scouting.

- C. The “Class B” uniform consists of:
 - 1. Troop 88 T-shirt (other Boy Scout related T-shirts may be authorized at times).
 - 2. Official BSA long or short pants (denim, non-patched jeans or khaki pants may also be worn).
 - 3. A belt must be worn with pants with belt loops.
 - 4. Official BSA Scout socks (when wearing BSA shorts).
 - 5. Official BSA hat (if wearing a hat).
 - 6. Scouts must also have proper footwear. This can be sports shoes, street shoes, or hiking boots, depending on the circumstances. No open toe footwear is allowed at any time other than when physically in the shower. Closed toe shoes must be worn to and from shower facilities.
- D. Scouts will be in proper Class A uniform for all boards of review. If not, the board may be postponed until the Scout can appear before the board properly attired. Proper Class A uniform, as described in “B” above, includes all proper patches neatly attached.
- E. Scoutmaster, Assistant Scoutmasters, and Scouts will be in Class A uniforms while attending troop Courts of Honor or Eagle Scout Courts of Honor.
- F. With Council approval, the uniform will be worn while selling a commercial product or service as a fund raising projects. The Scoutmaster shall inform the scouts as to when this is appropriate.
- G. A BSA registration card should be carried at all times.
- H. Scouts who have earned the Totin’ Chip and Firem’n Chit shall carry them if carrying knives or matches.
- I. All registered adult leaders are authorized and encouraged to wear an official BSA Adult Leader uniform.
- J. The troop will attempt to maintain a uniform exchange of donated uniform items. Members of the troop are welcome to use these items, but are expected to return them in a clean, usable condition when no longer needed.
- K. Occasionally, modifications to the uniform policy are in order. The Scoutmaster or Assistant Scoutmaster for the event will approve any and all changes for that event.
- L. When traveling to and from Scouting events, Troop 88 Scouts are expected to be in a complete Class A uniform, unless otherwise directed by the Scoutmaster.

VII. Training

- A. All BSA mandatory training will be conducted as required.
- B. Scouts in leadership positions are encouraged to attend all BSA sponsored training. The Scoutmaster will make nominations for this training when appropriate and available.
- C. The troop may conduct leader training shortly after troop elections. All troop leaders are expected to attend.
- D. All troop adult leaders are encouraged to attend appropriate adult training sessions and classes. Scoutmasters and Assistant Scoutmasters shall have completed a district level Scoutmaster Fundamentals course.
- E. All registered adults, to include committee members, shall complete Youth Protection training and the Council/State required background checks. Links to all the courses and information are provided on the troop web site. Proof of completion shall be provided to the Troop Committee Chairman before assuming any duties within the troop.
- F. All committee members shall complete “The Troop Committee Challenge” training on line.
- G. All adults, even if they are not registered members of the troop, shall take the Youth Protection training and the Council/State required background checks before they can interact on a regular basis with the troop.

VIII. Service to Others

- A. Service to others has been a fundamental part of the Scouting program since its inception. Each Scout should strive to help his friends, family, and others in his community on a continuing basis.
- B. The PLC will include service projects in its event planning to provide an organized way for Troop 88 Scouts to benefit the community.
- C. All service performed for rank requirements, other than that done as a patrol or troop activity, must have the prior approval of the Scoutmaster.

IX. Order of the Arrow

The Order of the Arrow (OA) is Scouting’s national honor society. Troop 88 shall host OA representatives for annual elections to elect youth and nominate adult candidates for the Order of the Arrow. The youth election will be held at a regularly scheduled troop meeting. Adult leaders may submit their nominations to the Troop Committee for Order of the Arrow adult recommendations. All youth candidates must be of at least the First Class rank and have 15 nights of camping.

X. Advancement & Merit Badges

A. General Information

1. Advancement is an individual Scout's responsibility and each Scout should be constantly working with other Scouts and Adult Leaders to master the skills required for advancement. The path of rank advancement teaches important skills and exposes Scouts to a wide range of new activities.
2. Each Scout in Troop 88 is expected to be constantly working toward the next rank and on merit badges. This is a key measure of Scout spirit and is essential for the troop to grow.
3. New Scouts are expected to advance to the rank of First Class as quickly as possible. In advancing to the First Class rank, a Scout learns the basic scout craft skills that are the foundation for the Scouting experience.
4. The troop Advancement Chairperson will maintain complete advancement records on each Scout and arrange for and sit on boards of review.
5. The troop Advancement Chairperson will maintain an account on "ScoutBook" advancement software for each scout within the troop. Each scout and his family will have "read only" access to the individual scout's advancement record online.
6. The troop Advancement Chairperson will work with the youth leadership to assist in arranging all courts of honor.
7. The Advancement Chairperson will advise and assist a scout and his family in conducting Eagle Scout Courts of Honor. The Eagle Scout Court of Honor is the Eagle Scout's and his family's responsibility.

B. Merit Badges

1. Scouts seeking to complete a merit badge must obtain a Blue Card from the Scoutmaster before beginning work on the merit badge.
2. The Scoutmaster and the troop Advancement Chairperson has access to a restricted list of merit badge counselors within the council. When a scout is interested in a merit badge that is not offered within the troop, he can request a list of counselors for that merit badge.
3. Scouts should contact a merit badge counselor before beginning work on the merit badge. It is a Scout's responsibility to meet with the counselor, as required, until the badge is completed. Any visit to a merit badge counselor should be in a Class A uniform, unless a Class B uniform is deemed more appropriate by the counselor, and **must always** be done with a buddy – another Scout, friend, or parent.
4. The Scout is responsible for turning in completed Blue Cards to the Advancement Chairperson after getting it signed off as completed by the Scoutmaster. Scouts should retain their record copy of the completed Blue Card. These, along with Rank Advancement Cards, are an advancement record that could be requested when applying for Eagle rank.

5. The Troop Librarian maintains a limited number of current merit badge books. Scouts should contact the librarian to check these out. Upon completion of the merit badge, the scout must return the merit badge book to the Librarian. If a scout purchases a merit badge book, he may want to consider donating it to the troop for inclusion into the troop library so another scout may use it.

C. Rank Advancement

1. Rank requirements are reviewed and signed off in the Scout's Handbook by the Scoutmaster or an Assistant Scoutmaster by conducting a Scoutmaster Conference. The Handbook is considered the Scout's official record for advancement.
2. Advancement in rank is recommended for approval by the Scoutmaster based on an overall assessment of a Scout's successful completion of requirements, leadership contributions, community service, and Scout spirit. The troop committee Board of Review is the final authority on advancement except for the Scout rank.
3. As an important component of advancement, leadership skills must be demonstrated through active participation as described in the Junior Leader Handbook.
4. The Scout should review merit badge requirements with the Advancement Chairperson to ensure that the requirements have been met for advancement to the next rank.

D. Boards of Review

1. A Scout will request a Board of Review from the Advancement Chairperson after all rank advancement requirements have been met and he has had a Scoutmaster's Conference.
2. The Advancement Chairperson will ensure that all merit badge requirements have been met for the rank advancement.
3. Boards of Review will be conducted soon after the Advancement Chairperson has ascertained that all requirements for rank advancement have been completed.
4. The Advancement Chairperson will contact committee members to conduct the board of review. A minimum of three committee members comprises a Board of Review.
5. Board of Reviews will be conducted in accordance with BSA Guidelines as defined in the BSA Troop Committee Guidebook.
6. The scout must be in complete "Class A" uniform for a Board of Review to be conducted.
7. Eagle Board of Reviews will be scheduled by the Eagle Scout Candidate with the **Council Advancement Chairperson** after the Council office has confirmed receipt of:
 - a. A completed Eagle Scout application that has been signed by the Scoutmaster and Troop Committee Chairperson.

- b. A completed Eagle Scout Project book.
- c. The required reference letters.

E. Courts of Honor

1. The Advancement Chairperson works with the troop youth leadership for all courts of honor.
2. Courts of honor will be held shortly after the summer break and then quarterly during the year.
3. Courts of honor formally recognize Scout achievement and advancement. Leadership introduction and other troop recognition may be conducted at these times.
4. All Scouts, parents, troop leaders, and committee members are expected to attend. Troop members' families, relatives, and friends are encouraged to attend to help recognize the hard work the scouts have put in to achieve these awards.
5. Eagle Scout Courts of Honor are held separately and are scheduled by the new Eagle Scout and his family with coordination with the troop leadership.

XI. Finances

A. General Information

1. Dues are paid by each Scout on an annual basis. This is every Scout's equity in the troop and is non-refundable. Dues are \$30 per year and cover troop expenses such as gear and advancement patches. After several attempts to collect, Scouts with unpaid dues will not be allowed to participate in scouting functions and will be dropped from the roles during recharter.
2. The Treasurer will prepare an annual budget, to include all of Troop 88's projected operating costs and estimated income from all sources for presentation at the regularly scheduled September Troop Committee meeting. This plan will be developed with the assistance of the Scoutmaster after the Patrol Leaders' Council has planned the year's program. The fiscal year outlined in the budget will parallel the troop's event year which runs from 1 September through 31 August of the following year. The budget plan requires the approval of the Troop Committee. Once approved, this plan will serve as the troop guideline for monitoring and controlling operational costs throughout the entire program year. The treasurer will present a current financial statement at each monthly committee meeting.
3. All checks or cash received from dues, fundraisers, donations, etc., shall be properly receipted and deposited in the troop checking account to ensure an audit trail for income.
4. All Troop expenses must be approved by the committee prior to the purchase. Emergency expenditures will be reimbursed. Non-emergency,

non-preapproved expenditures may or may not be reimbursed, or may not be reimbursed until such time as the troop has funds. The committee asks that all leaders get exact costs of all proposed expenses to the committee as far in advance as possible in order to plan funding accordingly.

5. The troop shall maintain a checking account for operational expenses. All bank accounts shall be reconciled monthly by the Treasurer and a written report submitted to the Troop Committee.
6. At the end of the Treasurer's term of office the books will be reconciled. Any discrepancies shall be brought to the attention of the committee for appropriate action.

B. Expenses

1. Scout related expenses should have prior approval by the Committee Chair or Treasurer before the money is spent.
2. Reimbursement will be made only after a receipt has been turned into the Treasurer with a written explanation of what the item(s) was and why it was necessary. All reimbursements will be in the form of check.
3. In certain circumstances (i.e. summer camp, outings) the Scoutmaster and Assistant Scoutmasters will have the authority to make purchases on behalf of the troop without prior approval. All receipts must be turned over to the Treasurer as soon as possible after the event is over for reimbursement. A petty cash account shall be maintained for the Scoutmaster.

C. Gifts

1. Although gifts are not a requirement of the troop Scouting program, when funds are available that are not required to ensure a quality Scouting program, gifts may be given with Troop Committee approval. An example of this would be a small gift to each of the scouts prior to the Christmas holiday break.
2. The troop traditionally gives gifts to Scouts/Scouters in the following special situations and provision for awarding these gifts should be made in the budget.
 - d. New Scouts are normally given green epaulets, and a troop neckerchief.
 - e. Other nominal gifts can be given to guest speakers and/or people who have provided extraordinary support to the troop or to recognize special achievement.
 - f. Scoutmasters, Assistant Scoutmasters, and Troop Committee members may also be eligible for a gift to show the appreciation of the troop. These gifts are usually presented when an adult retires from the troop.

D. Fundraising

1. Fundraising will occur as necessary to maintain funds sufficient to ensure a quality Scouting program.
2. Fundraising projects are approved by the PLC prior to being committed to by the Troop Committee.
3. Proceeds from all fundraisers shall be allocated prior to the event. The Troop Committee, as dictated by troop needs, shall decide on allocation to the troop and/or Scout. There is usually one fund raiser a year that the scout can retain the money that he has earned. Those funds are put into the Philmont account and tracked under his name. The funds can only be used for camping trips and scout related equipment.

E. Philmont Fund Account

1. Philmont Fund monies are funds that are deposited by or earned by the scout
2. Philmont Fund monies can be used for:
 - a. Any type of Scouting fee (camping, camporees, dues).
 - b. Camping/hiking equipment that will be used for Scouting.
 - c. Scout uniforms.
 - d. Any other Scouting-related item that the Scoutmaster approves.
3. Philmont Fund monies are usable in the following manner:
 - a. If a Scout wishes to use these funds for fees, equipment, uniforms, or dues, he must fill out an account withdrawal request form and present it to the Scoutmaster for approval.
 - b. Using these funds for any other purpose is at the sole discretion of the Scoutmaster.

Note: Checks will never be issued in excess of a Scout's balance. Cash will never be used by the Troop to pay out these funds.

F. Camperships

1. Troop 88 takes a strong position that no boy should be denied the Scouting experience for lack of funds. For that reason, the "Philmont Fund" program (as outlined above) allows Scouts to earn and help save funds toward Scouting equipment and activities.
2. Other means of providing financial assistance are available through the Council Campership Program. More information can be found on this at the New Birth of Freedom Council web site. The Scoutmaster can also assist by providing information.

XII. Campouts and Special Events

A. General Information

1. A minimum of two registered adults, at least one of whom has received BSA Basic Adult Leader Training or Scoutmaster Fundamentals, must be present at every troop or patrol ~~activity~~/campout or it will be canceled. One of the adult leaders for any activity must be at least 21 years of age. Coed overnight activities require male and female adult leaders, both of whom must be 21 years of age or older.
2. The Scoutmaster will ask for a volunteer as an event coordinator for each activity to serve as a single point of contact for coordinating the adult/committee portion of planning actions related to that activity (e.g. transportation, registration, etc.).
3. Parental permission is required for attendance at each troop or patrol activity other than regular meetings held at the Lake Meade Community Center. A permission slip must be filled out and submitted to the Scoutmaster, or his appointee, prior to attending any such event. Event coordinators will prepare permission forms for distribution to the Scouts and will make them available on the troop website.
4. For the safety of all scouts, parents shall inform the Scoutmaster, or his representative, if a Scout must receive medication while on a troop or patrol activity. This notification must be in writing with the medication and dosage listed. It is the responsibility of the scout and the parent/guardian for the scout to take his medicine as prescribed while attending a scouting function. No scout shall give any other scout any of his medications, at anytime, to include aspirin. If a parent/guardian chooses, they may request that an adult leader witness/verify that the scout takes his medications as prescribed. There shall also be a written request along with the medication information.
5. When required, a Tour Permit Application will be submitted by the Troop Committee to and approved by the New Birth of Freedom Council prior to overnight troop activities. The troop will try to provide transportation to and from events, but ultimately it is the responsibility of the Scout's parents to provide transportation. All drivers participating in Scout transportation must comply with current BSA and Troop directives.
6. Following an activity, the Scoutmaster or Assistant Scoutmaster that attended the activity will submit a short report to the Advancement Chairperson listing Scouts who participated, accomplishments, and any other information which should be noted in the troop advancement records.
7. Parents are responsible for ensuring that appropriate, current Personal Health and Medical Record Forms are on file with the troop.
8. Scoutmaster approval is required for a parent to attend any campout. Parents attending campouts must be registered with the BSA and have

completed all Youth Protection and Council/State mandated background checks. NO EXCEPTIONS WILL BE MADE. It is the law and is in place to protect the Scouts.

9. All troop equipment shall only be used by troop registered Scouts and Scouters. All qualified, non-registered persons must provide their own camping equipment during any outing they may be allowed to attend. All tents and gear must be approved prior to the event by the Scoutmaster.
10. During all campouts, the Scoutmaster is in charge. All persons on the outing will adhere to the rules that he sets down. All BSA policies will be adhered to by all persons attending the campout. It is recommended that all parents become familiar with the “Leave No Trace” principals as they will be adhered to at all times.

B. Troop Camping

1. All camping events will be scheduled by the PLC.
2. A long-term camp (one week) will be scheduled for the summer of each year.
3. A high adventure camp (normally for Scouts over the age of 12) may be scheduled for each summer.
4. It is the intent of the troop to plan an outdoor activity each month weather permitting.
5. Patrols may schedule overnight patrol campouts. These activities must have an Assistant Scoutmaster in charge of the patrol and one other registered adult leader in attendance.

C. Finances

1. Scouts that are not current in their dues or other fees will not be allowed to participate in troop activities until they become current.
2. Any monies that are owed to the troop may be withdrawn from the Scout’s Philmont account after 30 days of the due date or event.
3. Registration fees, entrance fees, or any other associated activity/event costs are due to the Troop Treasurer prior to the event. All fees are considered to be non-refundable, unless otherwise noted.
4. Scouts that sign up for an event are responsible for their portion of any food costs incurred once food has been purchased, whether or not the Scout attends. Food costs are paid to the treasurer.
5. Except for special events, the “food cost” for a normal weekend camping trip is \$15.00 unless otherwise noted by the Scoutmaster.

XIII. Equipment

- A. It is important for Scouts to have equipment necessary to enjoy outdoor activities and each Scout is expected to have their own personal camping items. To help limit the costs associated with the Scouting program, Troop 88 provides tents, lanterns, and cooking gear for use by the Scouts.
- B. The Quartermaster is responsible for ensuring that troop equipment is in sufficient quantity and useable condition. He is responsible for informing the Scoutmaster when it is not and helps in preparing recommendations for purchasing new items.
- C. Prior to any use of troop equipment either by a patrol or by an individual Scout, the Quartermaster will require that the equipment be signed for by those scouts.
- D. Upon return of the equipment, the Quartermaster will require the equipment to be in a clean, dry, and useable condition. If not, the Quartermaster has the right to refuse use of equipment in the future to the patrol/Scout until the patrol/Scout, Quartermaster, and Scoutmaster have discussed and resolved the situation.
- E. The Quartermaster will report items that are returned damaged to the Scoutmaster. The Scoutmaster will decide on an appropriate course of action.
- F. The Quartermaster can request that the SPL allocate a meeting or part of a meeting to clean up equipment and/or taking a physical inventory of the equipment.
- G. Equipment scouts should bring on every campout please see the 10 Essentials as outlined in the Boy Scout Handbook and are also listed on the troop web site.
- H. Scouts can carry folding knives with a locking blade of less than 4 inches if in possession of a valid Totin' Chip. Only Scouts who have a valid Firem'n Chit can carry matches.
- I. Cell phones
 - 1. Are allowed on weekend campouts during travel, but must remain off and in the vehicle at the campsite.
 - 2. Cell phones are not allowed at summer camp unless otherwise authorized by the Scoutmaster.
 - 3. Cell phones are not to be used during troop meetings except in a case of emergency or arranging for someone to pick them up.
- J. The following items are prohibited at all Troop 88 activities:
 - 1. Sheath knives or knives with a blade longer than 4 inches.
 - 2. Electronic entertainment (games, CD players, iPods, etc) – note, however, that these are permitted during travel, but must be stored in a vehicle at the

activity site. The Scoutmaster can waive this provision if recorded material is part of the activity.

3. Any product that is in an aerosol can. No exceptions!

XIV. Information Dissemination

- A. To keep parents, Scouts, and Scouters informed of upcoming activities and general information concerning the troop, the troop maintains a web site.
- B. Scouts, Scouters, and parents should review the website at least weekly for current information on Troop 88 activities.
- C. Email is the primary means of communication outside of the troop meetings.

XV. Discipline

- A. Inappropriate behavior is defined as behavior unbecoming a Scout (i.e., behavior not in accordance with the Scout Law, Scout Oath, or Outdoor Code) during meetings or activities.
- B. The SPL's role is not to impose discipline, but to lead the troop. Although he does have the authority to settle minor disputes as he sees fit (with Scoutmaster's approval), the Scoutmaster and/or Assistant Scoutmaster in charge will deal with major disputes or disturbances.
- C. Illegal drugs, alcohol, or tobacco use is strictly prohibited and use of such during any Scouting activity by a Scout will result in immediate expulsion from that activity and may result in further action by the Troop Committee.
- D. Illegal drugs or alcohol use is strictly prohibited and use of such during any Scouting activity by an adult will result in immediate expulsion from that activity and may result in further action by the Troop Committee.
- E. Tobacco use by an adult in the presence of a Scout is strictly prohibited. All use of any tobacco products must be done completely out of site of all Scouts.
- F. When inappropriate behavior occurs at a Scout activity, parents may be called to pick up the Scout immediately.
- G. If a Scout is continuously disruptive at Scout meetings/activities, the presence of a parent or other adult who accepts responsibility for the Scout may be required to attend all meetings/activities with the Scout. This can last up to one year.
- H. An adult leader who witnesses serious inappropriate behavior by a Scout will provide a written report to the Scout and his parents, the Scoutmaster, and Troop Committee. Upon receiving this report, the Scoutmaster, with the approval of the Troop Committee will counsel the Scout and determine an appropriate action. This can include limiting the Scout's participation in troop activities until the Scout's parents meet with the Troop Committee to resolve the issue.

XVI. Ratification

The By-laws as set forth above were reviewed by the Troop Committee and approved by a majority vote during the Troop Committee Meeting held the 8th day of FEBRUARY, 2016.




Troop Committee Chair



Troop Committee Member



Troop Committee Member



Troop Committee Member

ACTIVITY CONSENT FORM AND APPROVAL BY PARENTS OR LEGAL GUARDIAN

First name of participant _____ Middle initial _____ Last name _____

Birth date (month/day/year) ____/____/____ Age during activity: _____

Street Address _____

City _____

State _____ Zip _____

Has approval to participate in (name of activity, orientation flight, outing trip, etc.) _____

From _____ to _____

INFORMED CONSENT, RELEASE AGREEMENT, AND AUTHORIZATION

I understand that participation in Scouting activities involves the risk of personal injury, including death, due to the physical, mental, and emotional challenges in the activities offered. Information about those activities may be obtained from the venue, activity coordinators, or local council. I also understand that participation in these activities is entirely voluntary and requires participants to follow instructions and abide by all applicable rules and the standards of conduct. In case of an emergency involving my child, I understand that efforts will be made to contact me. In the event I cannot be reached, permission is hereby given to the medical provider to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for my child. Medical providers are authorized to disclose protected health information to the adult in charge and/or any physician or health care provider involved in providing medical care to the participant. Protected Health Information/Confidential Health Information (PHI/CHI) under the Standards for Privacy of Individually Identifiable Health Information, 45 C.F.R. §§160.103, 164.501, etc. seq., as amended from time to time, includes examination findings, test results, and treatment provided for purposes of medical evaluation of the participant, follow-up and communication with the participant's parents or guardian, and/or determination of the participant's ability to continue in the program activities.

With appreciation of the dangers and risks associated with programs and activities including preparations for and transportation to and from the activity, on my own behalf and/or on behalf of my child, I hereby fully and completely release and waive any and all claims for personal injury, death, or loss that may arise against the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with any program or activity.

NOTE: The Boy Scouts of America and local councils cannot continually monitor compliance of program participants or any limitations imposed upon them by parents or medical providers. List any restrictions imposed on a child participant in connection with programs or activities below and counsel your child to comply with those restrictions.

List any participation restrictions. List all medications and dosage instructions. List any allergies. Write NONE if none of the prior applies:

Participant's signature

Date

Parent/guardian printed name Parent/guardian signature

Date

Area code and telephone number (best contact and emergency contact)

Email (for use in sharing more details about the trip or activity)

Contact the adult leader with any questions:

Name: _____

Phone: _____

Email: _____

Parent Acknowledgement Form

I, _____, parent/guardian of Boy Scout _____,
Have received a copy of the Lake Meade Troop 88 Bylaws and understand and agree to
the terms and conditions set forth within them. I further understand that I will be notified
as soon as possible of any changes that may occur to these bylaws.

Signature

Date