

**BY-LAWS**  
**CHIPPANYONK LODGE of Knox Trail Council #244**  
**Order of the Arrow, Boy Scouts of America**



*(Updated April 14, 2009)*

1. MISSION OF THE LODGE

It is the mission of our Lodge 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.\*

2. NAME AND AFFILIATION

2.1. The name of this Lodge shall be Chippanyonk and shall be written as:  
Chippanyonk Lodge of Knox Trail Council #244

2.2. The Lodge shall be affiliated with Knox Trail Council, Boy Scouts of America and shall be under the supervision of the Camping Committee and the administrative authority of the Scout Executive.\*

2.3. The totem of the above said Lodge shall be the raccoon named Chip.

2.4. Lodge pocket insignia for the Lodge shall be handled as follows:

2.4.1. Each new member shall be issued one pocket insignia upon successful completion of the Ordeal.

2.4.2. Each new Brotherhood member shall be issued one pocket insignia upon successful completion of the Brotherhood Ordeal.

2.4.3. Each new Vigil Honor member shall be issued one pocket insignia upon completion of the Vigil Ordeal.

2.4.4. Each transfer member will be entitled to purchase one Lodge insignia after registering as a member of Knox Trail Council and payment of the current year's Lodge dues.

2.4.5. In the event that a new pocket insignia is designed and approved by the Lodge Executive Committee, it may be purchased by all current Lodge members on a one per-membership level basis within the time guidelines specified by the Executive Committee.

\* The incorporation of this rule is mandated by the national Order of the Arrow committee and is governed by the policies of the Boy Scouts of America. Lodges and Councils may not add to, change, or alter this rule in any way.

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**3. REQUIREMENTS FOR MEMBERSHIP**

- 3.1. The requirements for membership in this Lodge are as stated in the current printing of the Order of the Arrow Handbook and the "Order of the Arrow Guide for Officers and Advisers."\*
- 3.2. Procedure for the Ordeal shall be as stated in the Order of the Arrow Handbook and "Administration Guide for the Ordeal."
- 3.3. All elections for membership to the Lodge will only be conducted with the approval of the Unit Leader and the Unit Elections Committee.

**4. OFFICERS AND LEADERS**

- 4.1. The officers of the Lodge shall be: Lodge Chief, a Lodge Vice Chief for each district of the council, Lodge Treasurer, and Lodge Secretary.\*\*
- 4.2. The annual election of the officers shall be held at the Spring Ordeal.
- 4.3. The persons elected to these positions will assume their respective posts at the end of the Spring Ordeal.
- 4.4. The Lodge Chief shall serve no more than two terms or 30 months.
- 4.5. The Executive Committee of the Lodge shall be composed of the elected Lodge officers including the Immediate Past Chief, Lodge Operating Committee chairmen, Lodge Adviser, Lodge Staff Adviser, Scout Executive and another member of the Council Camping Committee or Boy Scout committee.
- 4.6. Operating Committee chairmen and Town Commissioners shall be chosen by the Executive Committee upon receipt of the applications for the positions. In the case where there are no candidates for the positions, the Lodge Chief may appoint a Lodge member to the vacant position or positions, who must then be approved by the Executive Committee.
- 4.7. Operating Committee chairmen may be removed from their positions by a majority vote of the Executive Committee.
- 4.8. All persons holding any Lodge office must be under the age of 21 (twenty-one) for their entire term of office.

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4.9. Nominations for the elected officers will be taken from the floor at the time and place of the election and will require a second to be placed on the ballot.

4.10. In the event that the Lodge Chief resigns or is removed by the Executive Committee, the Executive Committee will select a new Lodge Chief from the active Lodge Vice Chiefs. The newly appointed Lodge Chief will then appoint a Lodge member who will assume the title and responsibilities of his previous office for the remainder of the term.

4.11. The Executive Committee may remove from office any Lodge officer who is not fulfilling his duties. The removed officer will be replaced by a Lodge member appointed by the Lodge Chief with the approval of the Executive Committee.

**5. LODGE MEETINGS & VOTING**

5.1. The Lodge shall have meetings at the following events:

- 5.1.1. Fall Ordeal
- 5.1.2. Fall Fellowship
- 5.1.3. Spring Service Weekend
- 5.1.4. Spring Ordeal
- 5.1.5. At any time the Executive Committee deems it necessary.

5.2. The Executive Committee shall meet at a time and place selected by the Lodge Chief.

5.3. Adult members, age 21 or over, do not have a vote in matters of Lodge business.\*

5.4. Fifteen percent (15%) of the active youth membership shall constitute a quorum necessary for the consideration or vote on business at any Lodge meeting.

5.5. A quorum of the Executive Committee shall consist of a majority of the Executive Committee youth membership being present.

**6. FINANCES**

6.1. All Order of the Arrow funds shall be handled through the Council Service Center and go through all normal Council accounting procedures.\*

6.2. There shall be an induction fee set by the Executive Committee and payable prior to the time of induction.

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6.3. For the induction fee stated in 6.2 above, each new Ordeal member shall receive:

- 6.3.1. A membership card with dues paid through the current year
- 6.3.2. An Order of the Arrow sash
- 6.3.3. An Order of the Arrow Handbook
- 6.3.4. One lodge pocket insignia
- 6.3.5. A member booklet
- 6.3.6. Any other information that the Executive Committee deems necessary

6.4. Lodge dues shall be collected annually by the Lodge Treasurer, or by anyone appointed by the Lodge Treasurer and approved by the Lodge Chief.

6.5. Lodge dues shall be established each year for the next calendar year by the Executive Committee at the first Executive Committee meeting of the newly elected officers.

6.6. Dues for the current year may be paid at any time during the year, but must be paid in full by the last day of the current year.

6.7. The annual budget for the Lodge shall consist of funds for the following:

- 6.7.1. Committee mailings, activities, and service projects
- 6.7.2. Lodge-sponsored events
- 6.7.3. Any activity the Executive Committee approves use of Lodge funds for.

6.8. Committees must gain the approval from the Executive Committee and the Lodge Treasurer before incurring expenses.

## 7. INACTIVE MEMBERS

7.1. Inactive members are persons who have not paid their dues as stated in Section 6.6 for the past two years.

7.2. Inactive members do not have the right to vote on any business of the Lodge.

7.3. Inactive members will not receive the Lodge newsletter.

7.4. Inactive members may be reinstated as active members of the Lodge upon payment of the current year's dues.

7.5. Transfer members must pay the Lodge dues of the current year to be considered a member of the Lodge.

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8. BROTHERHOOD MEMBERSHIP

Completion of the Brotherhood membership will be in accordance with the requirements in the current printing of the Order of the Arrow Handbook and the "Order of the Arrow Guide for Officers and Advisers."\*

9. THE VIGIL HONOR

Attainment of the Vigil Honor shall be in accordance with the requirements in the current printing of the Order of the Arrow Handbook and the "Order of the Arrow Guide for Officers and advisers."\*

10. AMENDMENTS

10.1. These by-laws are subject to amendments at any regular or special meeting of the Lodge, as described in Section 5.1, above. Proposed amendments are to be submitted in writing to the Executive Committee at least one month prior to one of the meetings. Notice of at least 10 (ten) days before the meeting must be given to all active members of the Lodge regarding the vote on the proposed amendment.

10.2. These by-laws may be temporarily amended by a two-thirds vote of the Executive Committee.

WCG10/11/02  
Revised WCG10/28/02  
Revised WCG10/29/02  
Revised 04/10/2009

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