

**BY-LAWS
TROOP 462
NORTHWEST DISTRICT
NORTHERN STAR COUNCIL
BOY SCOUTS OF AMERICA**

Preamble

The by-laws of Troop 462, Northwest District, Northern Star Council, Boy Scouts of America, are established for the governing of the members, leaders, and adult advisors. Created by the Troop Committee, considered therein, and hereby established for the governing and success of Troop 462.

ARTICLE I. ORGANIZATION AND CHARTERING ORGANIZATION

Section 1.01 This organization shall be known as TROOP 462, NORTHWEST DISTRICT, NORTHERN STAR COUNCIL, THE BOY SCOUTS OF AMERICA, (hereinafter referred to as Troop or Troop 462).

Section 1.02 Troop 462 is chartered under the rules and regulations, of St. John the Evangelist Catholic Church of Little Canada, Minnesota.

ARTICLE II. GENERAL GOVERNING PRINCIPLES

Section 2.01 THE BOY SCOUTS OF AMERICA

Troop 462 shall operate in accordance with the rules and regulations, of the Boy Scouts of America (hereinafter referred to as the BSA).

Section 2.02 NORTHERN STAR COUNCIL

Troop 462 shall operate in accordance with the rules and regulations, of the Northern Star Council.

Section 2.03 TROOP 462

Troop 462 shall operate in accordance with the rules, regulations, and by-laws established herein and which may be established from time to time in accordance with the procedures established herein.

Section 2.04 THE UNITED STATES OF AMERICA, STATE OF MINNESOTA

Troop 462 shall operate in accordance with the laws of the United States of America, the laws of the State of Minnesota, the laws and ordinances of the municipality in which it is located and the laws of the other states and municipalities under which it may, from time to time, be subject.



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Section 2.05 CHARTERING ORGANIZATION

Troop 462 shall operate in accordance with the rules and regulations, of its Chartering Organization that do not conflict with the directives of Sections 2.01 through 2.04.

Section 2.06 CHARTERING ORGANIZATION DOCTRINE/POLICY

Troop 462 shall give deference to the doctrine and policies of its Chartering Organization.

ARTICLE III. MEMBERSHIP

Section 3.01 YOUTH MEMBERSHIP

Youth membership shall be extended to any boy who meets the requirements for joining a troop, as established by the BSA and Northern Star Council.

Section 3.02 ADULT MEMBERSHIP

Adult membership may be extended to an adult who meets the requirements established by the BSA after the Troop Committee has determined a need for further adult membership. Local unit approval of all adult applications is to be made by the Troop Committee. The Committee is looking for adults who support the general philosophy and direction of the Troop and are able to work well together and have fun. The following preferences shall be given when Troop Committee approval of such application is made:

- (a) An adult applicant who currently has a son in membership in Troop 462.
- (b) An adult applicant who has previously had a son in membership in Troop 462.
- (c) An adult applicant who is a direct blood relative (grandparent, brother, sister, aunt or uncle) of a boy currently or previously in membership in Troop 462.
- (d) All other adult applicants.

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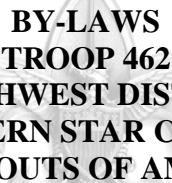
ARTICLE IV. TROOP GOVERNANCE

Section 4.01 ADULT LEADERSHIP GOVERNANCE

The governing of Troop 462, by adults, shall consist of the following:

(a) The Troop Committee, which shall be the sole policy-making body of Troop 462.

- (1) Membership in the Troop Committee shall be extended to all registered adult leaders of Troop 462, any member of the Chartering Organization, any blood relative (as defined in Article III, Section 3.02 (c)) of any member of Troop 462, or any other individual to whom the Troop Committee may extend an invitation. The Troop Committee shall consist of a number of not less than three and no greater than 20 individuals. The Troop Committee shall be appointed by the previous year's Troop Committee not less than forty-five (45) days prior to the Troop Rechartering Date of each year with the Committee members' term of office to begin on the Troop Rechartering Date following his or her appointment.
- (2) The Scoutmaster and Assistant Scoutmaster(s) shall not be voting members of the Troop Committee, and shall not have dual registration as Scoutmaster, Assistant Scoutmaster, and Committee Member.
- (3) Meetings of the Troop Committee shall be held at the discretion of the Troop Committee Chairperson.
 - (i) Troop Committee meetings shall be presided over by the Troop Committee Chairperson or his/her designate.
 - (ii) A quorum, for purposes of a Troop Committee Meeting shall be 50% of the appointed or elected membership of the Committee. At the discretion of the Troop Committee Chairperson, and with the approval of 50% of the membership in attendance, the necessity of a quorum to conduct Troop Committee business may be waived. However, under no circumstances may a quorum be waived when these by-laws shall be amended pursuant to Article VI, Section 6.01 of the by-laws. Policy and governing rules shall be ratified by a simple majority of those members of the Committee present at the time of the vote.
 - (iii) The term of a Troop Committee Member shall be from Troop Rechartering Date to Troop Rechartering Date and shall be for a period of one year. There shall be no term limitation on the service of a Troop Committee member.



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- (b) Executive Officers of the Troop
- (1) Troop Committee Chairperson.
 - (i) Any registered adult member, shall be eligible to be Chairperson.
 - (ii) There are no term limitations on the service of the Troop Committee Chairperson.
 - (iii) The Troop Committee shall appoint the Committee Chairperson not less than forty-five (45) days prior to the Troop Rechartering Date of each year with his or her term of office commencing on the Troop Rechartering Date following his or her appointment.
 - (2) Duties of the Troop Committee Chairperson.
 - (i) The Chairperson shall preside at all Troop Committee meetings.
 - (ii) The Chairperson shall call special meetings of the Troop Committee when he or she deems necessary for conducting troop business.
 - (iii) The Chairperson shall be responsible for rechartering of the Troop.
 - (iv) The Chairperson shall complete the basic training as prescribed by the Northern Star Council.
 - (v) The Chairperson or designated committee member shall attend all district roundtables.
 - (vi) Actively work with the Chartered Organization Representative to recruit new members for the Troop Committee.
 - (vii) Organize the committee to ensure all committee functions are delegated, coordinated and accomplished.
 - (viii) The reservation of facilities for the purposes of conducting Troop Committee meetings and any ancillary events of the Committee.
 - (ix) The Committee Chairperson or his or her designate shall be responsible for the operation of any troop fundraising activity.
 - (x) Maintain a close working relationship with the Troop's Scoutmaster in order to help facilitate the Troop program.
 - (xi) Aid the Scoutmaster in the development of the Troop's Annual Program.
 - (xii) Shall be responsible for the implementation of all policy established by the Troop Committee.
 - (xiii) Shall promote, coordinate and oversee the training, as recommended by the BSA, of all registered adults of the Troop.

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- (xiv) Nothing in these by-laws shall prohibit the delegation of the Troop Committee Chairperson's duties to other registered adult members of the Troop.
- (3) Scoutmaster
 - (i) The Troop Committee, with the approval of the Chartering Organization or its designate, shall appoint the Scoutmaster of Troop 462, not less than forty-five (45) days prior to the Troop Rechartering Date with the term of office commencing on the Troop Rechartering Date following his or her election.
 - (ii) It is recommended, but not a necessity of appointment, that the designate should have served in a registered leadership position within the troop for a minimum period of two years prior to his or her appointment as Scoutmaster.
 - (iii) There are no term limitations on the service of the Scoutmaster.
- (4) Duties of the Scoutmaster
 - (i) The Scoutmaster shall be responsible for the operation of the troop, conforming to the policies and directives of the Troop Committee and the policies of the Boy Scouts of America.
 - (ii) The Scoutmaster should attend all Troop meetings, outings and events. In the case of the Scoutmaster's inability to attend, he or she shall designate an Assistant Scoutmaster to serve in his capacity.
 - (iii) The Scoutmaster should attend district Roundtables, to remain informed of upcoming events or any policy changes.
 - (iv) The Scoutmaster shall be responsible for the training of the youth leadership of the troop.
 - (v) The development of, and coordination with the Committee Chairperson, the yearly Troop schedule.
 - (vi) Develop, or aid the PLC in the development of, the Troop's Annual Program.
 - (vii) The Scoutmaster shall be responsible for implementing and maintaining a program to promote the advancement in rank of all youth members of the troop.
 - (viii) The Scoutmaster, or an Assistant Scoutmaster designated by him or her, shall attend all Patrol Leader Council meetings and give guidance and counsel to the same.
 - (ix) The Scoutmaster shall at reasonable times, but no less than three times per scouting year, conduct Scoutmaster Conferences for all scouts. This duty may be delegated to

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any Assistant Scoutmaster who has served in that capacity for a minimum of one year in the troop.

- (x) The Scoutmaster, or an Assistant Scoutmaster designated by him or her, shall attend all Troop Committee Meetings.
 - (xi) The Scoutmaster shall conduct all troop activities in accordance with the policies and directives of the Boy Scouts of America, the Northern Star Council, and the Troop Committee.
 - (xii) The Scoutmaster shall cooperate with and aid the Troop Committee Chairperson in implementing and maintaining all policies and directives of the Troop Committee.
- (5) Assistant Scoutmasters
- (i) The Troop Committee shall approve or reject all applications for the position of Assistant Scoutmaster prior to the approval of the Chartering Organization.
 - (ii) Assistant Scoutmasters shall serve in that capacity as long as they remain in good standing in accordance with the policies of the Boy Scouts of America, Northern Star Council, Troop 462, and at the goodwill of the Chartering Organization.
- (6) Duties of Assistant Scoutmaster
- (i) Complete training required by the Boy Scouts of America and the Northern Star Council.
 - (ii) Attend Troop Committee Meetings if he or she is designated by the Scoutmaster.
 - (iii) Serve in any Scoutmaster function as listed under the Scoutmaster Duties set for above, if designated to do so by the Scoutmaster.
 - (iv) Abide by the policies and directives of the Boy Scouts of America, the Northern Star Council and Troop 462.
 - (v) Aid in the implementation of policies and directives established by the Troop Committee.
- (7) Secretary
- (i) The Secretary shall be appointed by the Troop Committee, not less than forty-five (45) days prior to the Troop Rechartering Date with the term of office commencing on the Troop Rechartering Date following his or her election, and shall serve at the discretion of the Troop Committee.
 - (ii) The Secretary shall be a registered member of Troop 462 and shall be designated as a member of the Troop Committee.
- (8) Duties of the Secretary
- (i) The Secretary shall attend all Troop Committee Meetings

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- (ii) The Secretary shall take and transcribe the minutes of all Troop Committee meetings and any other meeting designated by the Troop Committee Chairperson.
 - (iii) The Secretary shall be responsible for dissemination of all minutes the Troop Committee meetings and other meetings designated by the Troop Committee Chairperson.
 - (iv) The Secretary shall be responsible for dissemination of all mass mailings of the Troop.
 - (v) The Secretary shall perform any other duty, which may, from time to time, be delegated to him or her by the Troop Committee or Troop Committee Chairperson.
- (9) Treasurer
- (i) The Treasurer shall be appointed by the Troop Committee not less than forty-five (45) days prior to the Troop Rechartering Date with the term of office commencing on the Troop Rechartering Date following his or her election, and shall serve at the discretion of the Troop Committee.
 - (ii) The Treasurer shall be a registered member of Troop 462 and shall be a member of the Troop Committee.
- (10) Duties of the Treasurer
- (i) The Treasurer shall pay all Troop-related expenditures from the Troop's general operating account upon verification of debt.
 - (ii) The Treasurer shall maintain updated and accurate financial records of all Troop funds.
 - (iii) The Treasurer shall maintain updated and accurate accounting of troop member's individual accounts.
 - (iv) The Treasurer shall attend all Troop Committee Meetings and shall, as determined by the Troop Committee, present a financial accounting of all troop funds at such meetings.
 - (v) The Treasurer shall perform any other duty, which may, from time to time, be delegated to him or her by the Troop Committee.



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ARTICLE V. GENERAL GOVERNING POLICIES TO BE ESTABLISHED BY THE TROOP COMMITTEE.

Section 5.01 The Troop Committee shall be charged with establishing policies, not inconsistent with ARTICLE II of these by-laws, in the following areas:

- (a) Conduct and disciplinary procedures to be applied to all members, youth and adult, of Troop 462.
- (b) Dues and fees to be charged for operation of Troop 462.
- (c) Requirements for attendance of youth and adults of Troop 462 at troop meetings and functions.
- (d) Requirements for eligibility for youth leadership positions within Troop 462.
- (e) Election procedures for troop offices, both adult and youth.
- (f) Requirements, not inconsistent with the rules, regulations, policies and by-laws of the Boy Scouts of America, for advancement in rank of youth members of Troop 462.
- (g) Purchase or procurement of equipment necessary to conduct the affairs of Troop 462, its meetings, functions and outings, and the maintenance of the same.
- (h) Any other rule, regulation, or policy that may from time to time be determined for the efficient operation of Troop 462, that are not inconsistent with ARTICLE II of these by-laws.



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ARTICLE VI. AMENDMENTS OF THE BY-LAWS

Section 6.01 The By-Laws of Troop 462 may be amended, from time to time, in accordance with the following:

- (a) Notice of the proposed amendment(s) must be presented to the Troop Committee no later than Thirty (30) days prior to the scheduled vote on the amendment.
- (b) Notice of the proposed amendment shall be made in a form deemed appropriate by the Troop Committee and such notice shall include when and where the vote on such amendment will be made.
- (c) A vote on any pending amendment shall be made at a regularly scheduled meeting of the Troop Committee.
- (d) All members of the Troop Committee shall be allowed to vote on any proposed amendment.
- (e) A quorum, defined as 50% of the total membership of the Troop Committee, shall be necessary in order to accommodate a vote on any proposed amendment. Waiver of a quorum, as described in Article IV, Section 4.01, shall not be permitted for purposes of voting to amend these by-laws.
- (f) Any amendment to the by-laws shall take effect on the date the Troop Committee approves such amendment.
- (g) Notice of the amendment(s) shall be made in a form deemed appropriate by the Troop Committee.

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Having been considered, debated, and discussed, the above By-Laws of the Boy Scouts of America, Northern Star Council, Troop 462 of Little Canada, Minnesota, are hereby approved and adopted on this the 12th day of July, 2004, in the City of Little Canada, Minnesota.

By:

Charter Organization

Committee Chairperson

Scoutmaster

Members of the Troop Committee:

