

BSA Troop 58 Scout By-Laws

Spring 2016

Scout Expectations

All members of the troop are expected to live by the Scout Oath, Law, Motto, Slogan, and Outdoor Code.

- **Scouts are expected to behave in accordance to the principles of scouting in everyday life.**
- **Scouts are expected to be respectful of self and others.**
- **Scouts are expected to respect all levels of leadership.**
- **Scouts are expected to be appropriately responsive to leadership.**
- **Scouts are expected to participate in meetings, outings, fundraising, service projects, and other troop activities.**
- **Scouts should never leave a meeting or any other function without letting an adult leader or Senior Patrol Leader, when appropriate, know that they are leaving.**
- **Scouts who are in the approved location for meeting, campout or event are responsible to adhering to these bylaws.**

I. Troop Positions

The following are the requirements and duties of all troop positions:

Senior Patrol Leader (SPL) Requirements:

- 14 years or older
- Rank of Star or above
- One full term as Patrol Leader
- One year active in the troop
- Chosen by Troop and approved by Scoutmaster

Senior Patrol Leader Duties:

- Will run all meetings
- Opens and attends troop committee meetings
- In charge at campouts and other events
- Responsible for the overall efficiency of the troop
- Makes patrol calls to Assistant Senior Patrol Leaders
- Keeps a clear channel of communication with Scoutmaster
- Gives orientation to newly elected SPL

Assistant Senior Patrol Leader (ASPL) Requirements:

- 12 years or older
- Rank of First Class or above
- One full term as Patrol Leader
- One year active in the troop
- Chosen by SPL and approved by Scoutmaster

Assistant Senior Patrol Leader Duties:

- Assists SPL and acts on his behalf at meetings, campouts, or events
- Runs meetings, campouts, or events when SPL isn't present
- Makes patrol calls to patrol leaders, troop guides, and troop instructors
- Attends Greenbar

Troop Guide Requirements:

- Rank of Life or above
- Has leadership qualities
- Good organizational skills
- Scoutmaster appointed

Troop Guide Duties:

- Helps Patrol Leaders with rank advancements
- Prepares scouts for Scoutmaster Conferences and Board of Review
- Organizes Scoutmaster Conferences and Board of Review
- Works on the Scoutmaster's behalf
- Attends Greenbar

Patrol Leader Requirements:

- 12 years or older
- Rank of First Class or above
- Six months active in the Troop
- Chosen by Patrol and approved by Scoutmaster

Patrol Leader Duties:

- Leads patrol at meetings, campouts, or events
- Makes patrol calls to his patrol members
- Keeps patrol records as described in section V(3)
- Collects dues
- Responsible for patrol flag
- Responsible for confirming skills and knowledge for rank among their patrol
- Attends Greenbar

Assistant Patrol Leader Requirements:

- Rank of Scout or above
- Chosen by Patrol Leader

Assistant Patrol Leader Duties:

- Assists Patrol Leader and acts on his behalf at meetings, campouts, and events
- Makes patrol calls to his patrol members when patrol leader is unable
- Attends Greenbar when Patrol Leader is unable

Quartermaster Requirements:

- 14 years or older
- Rank of Star or above
- Good Organizational Skills
- Chosen by Scoutmaster

Quartermaster Duties:

- Organizes troop equipment trailer
- Responsible for equipment clean up, including chairs at meetings
- Keeps the trailer in order
- Signs troop equipment in and out of trailer
- Leads trailer clean ups
- Responsible for keeping inventory
- Expected to be at all campouts
- Notifies Scoutmaster on equipment status
- Attends Greenbar

Librarian Requirements:

- 14 years or older
- Rank of First Class or above
- Chosen by Scoutmaster

Librarian Duties:

- Manages library and merit badge book deposits
- Announces the presence of the library at each regular meeting.
- Sets up and takes care of a troop library. Takes it home, stores the library at his home.
- Keeps records of books and pamphlets owned by the troop.
- Adds or replaces library items as needed (using troop funds).

- Keeps books and pamphlets available for borrowing, by bringing the library to every meeting. Available for scouts to check out books even when there are no meetings.
- Keeps a system for checking books and pamphlets in and out, and follows up on late returns.
- Keeps the check register balanced, know how much money is on hand, all the time.
- Manages and updates the inventory sheet.
- In charge of the Troop's Merit Badge Counselor List, helps scouts find a counselor for the badge they would like to earn, within in the troop
- In charge of the District's Merit Badge Counselor List, helps scout find a counselor from the district, if the scout wants to earn the badge.

Chaplain's Aide Requirements:

- 14 years or older
- Rank of First Class or above
- Chosen by Scoutmaster

Chaplain's Aide Duties

- Provides invocations at all official troop events

1. Elections

- Leadership terms are for six months
 - Elections are held in December and June for all troop and patrol positions.
 - Above positions are elected by the troop or patrol, as appropriate
- Leadership is elected by simple majority of at least 51% of troop/patrol members attending election meeting
 - Removal of any leadership position will happen at the discretion of the Scoutmaster.

II. Chain of Communication

It is the responsibility of the SPL to ensure that all information is distributed to each scout in the troop. This is accomplished through a call chain. By utilizing the call chain, the SPL is able to rely on his leadership team to quickly reach each scout and distribute information. The call chain is primarily used to notify scouts of the activities for the upcoming meeting, provide reminders for outings and provide any specific information.

The chain of communication is a two-way street. It is the responsibility of each

scout to participate in this chain. This means that if your scout does not receive a call by his patrol leader by Sunday afternoon, it is their responsibility to call their Patrol Leader.

Patrol calls will take the form of a telephone call. Text messaging or email can only be used to confirm upwards that calls were made.

III. Troop Meetings

1. Troop 58 will meet Mondays from 7:00 – 8:30 pm
 - a. The first Monday of each month is Greenbar attended only by Scouts in leadership positions.
 - b. The troop will not meet during summer camp, on the Monday preceding New Year's Day and on days when the meeting place is unavailable if an alternative site is not found.
 - c. At the discretion of the Scoutmaster, a regular meeting may be canceled on a Monday, which is also a National holiday.
2. All scouts must be in Class A uniform, unless otherwise stated by the Scoutmaster.
3. When a scout is unable to attend a troop meeting he is to notify his next direct leader.
 - a. Any Senior Patrol leader, Patrol Leader and Assistant SPL must call his direct assistant also.
4. Unexcused absences are disallowed.
5. Unless otherwise stated, all Patrol Leaders are to have their updated Patrol Binders at meetings. See V(3) for details.
6. Patrols are to have their patrol flag at each meeting.
7. No scout may have, hold, or use a knife, ax, or saw at any troop meeting, activity, or campout if he does not have, on his body, a "Totin' Chip" card.
8. When a patrol is responsible for planning a troop meeting or activity, it must make sure the meeting is planned during patrol time with all members participating. Meetings and activities must be well planned, fun, and informative.
9. When patrols plan a troop meeting or activity, they must plan in accordance with the SPLs.
10. All scouts are to bring the "Official Scout Handbook", pencil or pen, and adequate notebook sized paper to each troop meeting.
11. When a Patrol Leader is absent at a troop meeting, the Assistant Patrol Leader assumes command. If he is also absent the temporary position of command goes to the highest ranking patrol member. If more than one of the highest ranking members is in attendance then the oldest of the highest ranking members will assume the position of Patrol Leader until the Patrol Leader can resume his position.

IV. Greenbar

The following is a list of Greenbar members:

- Senior Patrol Leader
- Assistant Senior Patrol Leader(s)
- Patrol Leaders
- Troop Guide(s)
- Quartermaster

Functions of the Greenbar:

- Monthly planning
- Troop organization
- Patrol reports and updates
- Trailer report and update

Greenbar Meetings

1. Held once a month (first Monday)
2. Senior Patrol Leader plans and chairs
3. Patrol Leaders individually take notes of upcoming dates
4. A quorum consisting of three (3) Greenbar members is required to conduct troop business.
5. Scoutmaster (and Assistant Scoutmasters) attends as adult advisors
6. At absence of SPL and ASPL the temporary position of command is to the highest-ranking Patrol Leader.
 - a. If there is more than one Patrol Leader of that rank, then the oldest of these will act as Senior Patrol Leader.
7. Patrol binders are to be at all Greenbar meetings.
8. ALL members of Greenbar are required to attend yearly planning meeting (or send appropriate replacement).

V. Patrols

1. Patrol Positions:
 - a. Patrol Leader
 - b. Assistant Patrol Leader
2. Patrol Finances
 - a. The Patrol Leader is responsible for collecting and dispersing dues
 - b. Before any major purchase (\$10.00 and up), the item being purchased must be approved by the Scoutmaster
 - c. Dues are collected at weekly meetings
 - d. The Patrol Leader will collect a reasonable amount of dues to try to keep the patrol bank as near the cap as possible. This amount may vary depending on the number of outings that take place and how close together they are.

- e. The maximum for any patrol account is \$100 unless approved by Scoutmaster.

3. Patrol Records

- a. The Patrol is responsible for all of the following records:
 - i. List of members;
 - 1. Rank
 - 2. Age
 - 3. Phone numbers
 - 4. Address
 - ii. Finances;
 - 1. Weekly dues
 - 2. Patrol expenditures
 - 3. Camp expenses
 - iii. Awards
 - iv. Attendance of meetings, campouts, and events
 - v. Special Patrol meeting attendance
 - vi. Merit badges
 - vii. Rank advancement
 - viii. Patrol equipment status

4. Patrol Equipment

- a. Contents (good, usable, needs repair/replacement, missing)
 - i. Patrol boxes to be inspected quarterly by SPLs
- b. These records should be kept by the Patrol Leaders.
- c. Assigned camping/activity gear
 - i. Gear must be maintained by the patrol.
 - ii. All damaged or missing gear that needs repair or replacement must be repaired or purchased with patrol funds.
- d. Any time a patrol does not keep its gear properly maintained, clean, and organized, the patrol members could be prohibited from attending any campout until it is refurbished.

5. Special Patrol Meetings (held outside of regular meeting time and site)

- a. Uniforms for Patrol Meeting will be at the discretion of the Patrol Leader.
- b. Every scout is to have the "Official Boy Scout Handbook", adequate paper (average size), a pen/pencil.
- c. Patrol dues may be collected during these meetings.
- d. Two (at least) adults must be present at every meeting place, during a patrol meeting.
- e. All troop rules apply.
- f. All patrol members must be notified of its meeting date and location.

VI. Campouts and Activities

1. No candles or burning items in tents.
2. No food is allowed in tents.
3. No electronics on campouts.
4. Troop meeting rules will apply to all outings.
5. No scout may handle fire without the "Fireman Chit" card carried on their body.
6. No scout may handle knives without the "Totin' Chip" card carried on their body.
7. No person may leave the activity site without informing his direct leader. He must have his leader's permission to leave.
8. Meals must be well-planned and balanced at all activities.

VII. Attendance

A scout must attend the minimum amount of meetings, campouts, and other activities to be eligible for ANY rank advancement. Scouts must attend 70% of troop meetings, 70% of campouts, and 70% of all other activities. If a scout needs a leave of absence, the scout may ask for one, by directly speaking with the Scoutmaster. Leave of Absence is on an individual basis, and time may vary.

VIII. Prohibited Behavior

1. Bullying of any kind is prohibited.
2. Unkind acts or remarks of any kind based on race or religion is prohibited.
3. No obscene gestures permitted.
4. No profanity allowed.
5. No horseplay or roughhousing at any troop activity.
6. No smoking, smoking devices, or drug use by any boy.
7. Toys, disruptive items, and electronics at meetings, campouts, and other activities are disallowed.
8. No physical contact with the intent of physically hurting or mentally abusing another Scout is allowed.
9. Eating and gum chewing during regular meetings is prohibited.
10. No hazing or initiations among Scouts.
11. Firearms are absolutely illegal at scouting events unless otherwise sanctioned.
12. Disruptive talking during demonstrations or events is not allowed.
13. Disobeying any leaders in rank and position above you is not allowed (unless in matters of extreme danger to your own safety).
14. The use of other's property without their permission is prohibited.
15. Damage or destruction of any part of the meeting location is prohibited.
16. No disrespect or misuse of the American, Troop 58, or patrol flags is ever allowed.

17. Disrespect of the Boy Scout Program, including the program and uniform is not allowed.

IX. Discipline

1. No physical contact permitted.
2. If a Scout destroys patrol or troop equipment, he will be required to pay for its repair or replacement.
3. Stealing results in referral to Scoutmaster and possible troop expulsion.
4. Any scout who is continually breaking rules and misbehaving at meetings, on a campout, or other troop activity, will have his parents called and they will be told to come and pick their son up immediately.
5. Smoking, using smoking devices, or drugs use can result in expulsion from the troop.
6. All rules broken with the use of ax, knife, or saw, results in loss of one corner of "Totin' Chip" card. At the loss of the 4th corner the bearer must re-earn his "Totin' Chip" card.
7. The same above rule also applies for the "Fireman Chit" card.

X. By-law Amendment

1. These By-Laws shall be reviewed annually. If amendments are necessary, committee approval by a quorum is required. Any changes shall be distributed to the troop as soon as possible. By-Laws can be changed at any time by a majority vote of the committee. Scouts should be notified of amended By-Laws via troop announcements and publication on the troop's website.

All troop members are to follow these by-laws