

# Troop 225

## Bylaws

Boy Scouts of America

Update January 13, 2003

North Florida Council  
Riverbend District

Geneva Presbyterian Church—Chartered Organization

### 1. National and Safety Policy:

- a. National Boy Scout Policies including, but not limited to, the policies set forth in the “Guide to Safe Scouting” will be observed at all times.
- b. Observance of all Safety Rules will be strictly enforced.
- c. Scouts are not permitted to use liquid fuel devices.
- d. Fire works, explosive devices or similar materials are not permitted to be in the possession of any Scout or adult.

### 2. Uniform:

#### a. Boy Scouts:

##### i. Class A

1. To be worn to all meetings, board of reviews, ceremonies, to camping trips and at District events.
2. Scout shirt with appropriate insignia.
3. Scout socks.
4. Scout Shorts or trousers.
5. Scout Belt.
6. Shoes or boots (clean).
7. Neckerchief and slide.
8. Sash (Ceremonies only).

##### ii. Class B

1. To be worn as directed by Scoutmaster.
2. Troop T-Shirt (or other BSA T-Shirt).
3. Scout socks.
4. Scout Shorts or trousers.
5. Scout Belt.
6. Shoes or boots (clean).

#### b. Adult Leaders:

##### i. Class A

1. To be worn to all meetings, board of reviews, ceremonies, to camping trips and at District events.
2. Scout shirt with appropriate insignia.
3. Scout socks.

4. Scout Shorts or trousers.
  5. Scout Belt.
  6. Shoes or boots (clean).
  7. Neckerchief and slide or BSA Bolo Tie.
- ii. Class B
    1. To be worn as directed by Scoutmaster.
    2. Troop T-Shirt (or other BSA T-Shirt).
    3. Scout socks.
    4. Scout Shorts or trousers.
    5. Scout Belt.
    6. Shoes or boots (clean).
3. Troop Dues:
    - a. Troop dues are due semi-annually and the amount shall be set by the Troop Committee.
    - b. Any Scout that is not current on payment of dues will not be allowed to participate in Troop activities, hold leadership positions or advance in rank.
4. Troop Leadership:
    - a. Adult Leadership:
      - i. The Troop shall be governed by the Troop Committee. The membership of the Troop Committee shall be comprised of parents and adults registered with the Boy Scouts of America, all of whom shall be lead by the Committee Chairperson.
        1. The Committee may only conduct business at a meeting consisting of a quorum of not less than four (4) Committee Members.  
Exception: In case of an issue that needs a vote before the next scheduled committee meeting, a vote may be taken by e-mail to all committee members, no less than four (4) members must respond.
        2. Only Committee Members may vote on matters before the Troop Committee.
          - a. A majority vote of the quorum prevails and in the event of a tie the Chairperson's vote shall decide.
        3. The Troop Committee shall set the policies, rules and regulations for the troop, consistent with these Bylaws.
      - ii. The Troop Committee shall be structured as follows: the Committee Chairperson, the Chartered Organization Representative and the chairperson of each of the following Sub-Committees (with other members serving on one of the following sub-committees).
        1. Advancement:
          - a. Tracks Scouts' advancement.
          - b. Holds Scoutmaster's conferences with scouts not advancing to determine if there are problems.
          - c. Purchases badges from scout shop.
          - d. Keeps all advancement records up to date.

- e. Have records available for scoutmaster conferences and boards of review.
  - f. Completes and submits re-charter application, including Quality Unit Application, if applicable.
  - g. Ensures all new Scouts are properly registered.
2. Hospitality
- a. Coordinates refreshments for Courts of Honor.
  - b. Works to ensure all ceremonies of the Troop are significant. Available as a resource for Eagle Scout Families in the planning and implementation of the Eagle Court of Honor.
  - c. Contacts WEBELOS dens to set up a time to meet with them and introduce our troop.
  - d. Ensures all new, registered Scouts receive the neckerchief, troop slide, two troop T-shirts and notebook.
  - e. Maintains troop uniform exchange for used uniforms.
3. Historian
- a. Works with Troop Historian to ensure that pictures are taken at all scouting events and that pictures are put in a scrapbook and labeled properly to identify the scouts and the event
  - b. Makes display and works with the Hospitality Committee to present it to WEBELOS at their den meeting and at Courts of Honor.
4. Outdoor Activities
- a. Coordinates scout participation in all outdoor activities including campouts, service projects, etc.
  - b. Ensures that scouts receive credit for participation in all activities.
  - c. Works with QM to ensure all troop gear is maintained.
  - d. Judges patrols to determine honor patrol.
  - e. Ensures that, when required, a Tour Permit is obtained from the Council for each Troop event.
  - f. Provides list of upcoming troop activities (6 months in advance) to Communications Committee Chairperson for posting on website and in newsletter.
  - g. Ensures medical forms are current and proper class.
5. Treasurer
- a. Keeps a record of fundraisers including the purpose, amount needed, amount raised and how it was spent.
  - b. Lead committee in establishing estimated yearly budget for upcoming year.
  - c. Report on estimated budget compared to actual spending
  - d. Ensures that dues are collected.
6. Merit badge committee
- a. Recruit Merit Badge counselors.

- b. Train Merit Badge counselors.
  - c. Maintain current and accurate list of registered Merit Badge counselors.
  - d. Coordinate with leaders to schedule Merit Badge classes.
  - e. Provides list of upcoming merit badge classes (6 months in advance) to Communications Committee Chairperson for posting on website and in newsletter.
7. Secretary
- a. Prepare and distribute an agenda for committee meetings (together with the Committee Chairperson).
  - b. Record and distribute minutes of all committee meetings.
8. Communications Committee
- a. Compose and distribute monthly newsletter, including notices of upcoming merit badge classes and troop activities.
  - b. Distribute notices of upcoming events: courts of honor, boards of review, etc.
  - c. Coordinates with council to schedule all required training for scouts and adults leaders.
  - d. Coordinates "Scout Sunday".
9. Fundraising Committee
- a. Coordinate all fundraising events.
  - b. Make reports to the troop and committee concerning all fundraising.
  - c. Ensures that scouts receive credit for participation in fundraisers.
10. Committee Chairperson
- a. Prepare and distribute an agenda for committee meetings (together with the Secretary).
  - b. Lead committee meetings.
  - c. Acts as liaison between leaders and committee.
  - d. Acts as liaison between troop and council.
  - e. Acts as liaison between the troop and the Chartering Organization.
  - f. Leads boards of review.
11. Charter Organization Representative
- a. As appointed by the Chartering Organization.
- iii. The Troops activities and Scouts shall be supervised and assisted by a team of Adult Leaders registered with the Boy Scouts of America, all of whom shall be lead by the Scoutmaster.
- 1. There shall be at least one Assistant Scoutmaster that has no other duties in the Troop other than assisting the Scoutmaster.
  - 2. Each Patrol shall have Assistant Scoutmasters assigned to serve as the Patrol Advisor and the Assistant Patrol Advisor.
- iv. All registered adults must complete Youth Protection Training within 30 days of registering and must update this training every third year.

- v. Registered leaders must complete training for their particular position within the first year of service (Committee Members and Adult Leaders).
- vi. No registered Adult can serve as an Adult Leader and a Committee Member at the same time.

5. Participation:

- a. **Families.** Every family of a registered Scout must have one adult that participates in the Troop at some level. The guideline to fulfill this requirement shall be determined by the Troop Committee and the Troop Committee may consider special circumstances in the enforcement of this or any other provision of these bylaws.
- b. **Scouts.** Scouts must attend not less than fifty percent (50%) of the regular troop meetings for the past 12 months, including not less than one (1) regular troop meeting per month. Scouts must also participate in at least one (1) troop activity, other than a regular troop meeting, every six (6) months.
  - i. The Troop Committee has the right to consider special circumstances and make exceptions when merited to this attendance policy for Scouts.
  - ii. These levels of activity are the minimum to be considered a member of the Troop and may not qualify the Scout to be considered active nor for advancement.
- c. **Adult Leaders.** Adult Leaders must attend at least two (2) troop meetings per month and one (1) troop activity per quarter to be considered a leader in the Troop.
- d. **Committee Members.** Any Committee Member that misses two (2) consecutive Committee Meetings may be asked to resign.

Scout Name: \_\_\_\_\_

Date \_\_\_\_\_

The undersigned acknowledges receipt of the Troop 225 Bylaws and understands that adherence to these bylaws is a requirement of troop membership.

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Printed Name

Below are skills and interests that I am willing to share with the Troop:

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