

CUB SCOUT PACK 61 TIMUCUA DISTRICT - GULF RIDGE COUNCIL

To: Pack 61 Parents and Guardians

Subject: Adoption of Pack 61 Bylaws

Pack 61 is delighted that you have chosen our Scouting unit for your son. Pack 61's mission is to provide an excellent Scouting experience to you and your son; a positive atmosphere where the Scouts will grow and develop. We believe that the Scouts will develop, and we all will enjoy the Scouting experience more, within the structure provided by these Bylaws. Most importantly, the success of our Pack is dependent on the support and participation of all parents and guardians.

Accordingly, the Pack Leadership Committee has developed the attached Bylaws to govern the operation of the Pack in a manner consistent with this ideal and the purpose of Scouting. The Pack will at all times operate within the rules and policies set forth by the Boy Scouts of America (BSA) and BSA policies will take precedence over these Bylaws if they conflict. Most importantly, the Pack's primary focus is its Scouts because we intend to develop Arrow of Light recipients, Boy Scouts, Eagle Scouts and leaders. We ask for your dedicated support in this endeavor.

“Scouting is a game with a purpose.”

-- Lord Baden Powell (the founder of Scouting)

The Pack 61 Bylaws are attached and will be reviewed each year during a summertime Pack Leadership Committee meeting. We strongly encourage you read these Bylaws and discuss any questions or concerns with the appropriate person on the Pack Leadership Committee. Please send any proposed amendments you recommend to the Pack Committee Chair in writing for consideration at the end of the year.


Nick Bodwell, Cub Master

07-26-08
Date



BYLAWS

CUB SCOUT PACK 61

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ARTICLE 1. NATURE AND PURPOSE: The Cub Scout Pack operates under the guidelines of the Boy Scouts of America (BSA) and its purpose is to provide an effective educational program designed to train Cub Scouts in the responsibilities of practicing citizenship, providing growth in moral strength and character, and to enhance the development of physical, mental, and emotional fitness through:

- Influencing a Scout's character development and spiritual growth.
- Developing habits and attitudes of good citizenship.
- Encouraging good sportsmanship and pride in growing strong in mind and body.
- Improving understanding within the family.
- Strengthening a boy's ability to get along with others.
- Fostering a sense of personal achievement by developing new interests and skills.
- Providing fun and exciting new things to do.
- Showing a boy how to be helpful and do his best.
- Preparing the Cub Scout to be a Boy Scout.

In Cub Scouting, the Scouts, families, Pack leaders and Charter Organization work together to achieve this purpose.

ARTICLE 2. CHARTER: Pack 61 is chartered by the **Rotary Club of Brandon '86**. The Chartered Organization is generally responsible for approving registered Pack leaders and ensuring the Pack's operation within Boy Scouts of America (BSA) guidelines. The Chartered Organization, or the Pack Committee Chair if designated by the Chartered Organization, provides a suitable meeting place and facilities for Pack meetings, adult leadership, supervision, and opportunities for a healthy Scouting life for the boys under its care. The Chartered Organization will designate a Chartered Organization Representative to represent the Chartered Organization on the Council and Pack Leadership Committee and to otherwise serve as a liaison between the Chartered Organization and the Pack.

ARTICLE 3. PACK LEADERSHIP COMMITTEE:

SECTION 1: COMMITTEE MEMBERS: The Pack Leadership Committee shall consist of the Charter Organization Representative, Committee Chair, Cub Master, Assistant Cub Master(s), Secretary, Treasurer, Advancement Chair, Program Chair and Den Leaders. All Pack Leadership Committee members must be registered and trained adult leaders with the Boy Scouts of America (BSA).

SECTION 2: COMMITTEE RESPONSIBILITIES: The Pack Leadership Committee is responsible for the governance of the Pack on behalf of the Scouts and Scout parents or guardians and the selection and approval of all members except the Chartered Organization Representative. A quorum of the Pack Leadership Committee shall consist of a simple majority of its members. Pack Leadership Committee meetings shall be governed by Robert's Rules of Order.

SECTION 3: COMMUNICATION: The Pack is committed to clearly communicating with all adult leaders and Scout families. To achieve this goal, the Pack will maintain its website with current information, e-mail registered adult leaders who are expected to forward those e-mails to their Scouts' families, and provide oral and written information to its members at monthly Pack Meetings. In addition, it is the obligation and responsibility of each parent or guardian to stay abreast of the information made available by the Pack.

ARTICLE 4. DUTIES:

SECTION 1. GENERAL DUTIES: The duties of the Pack Leadership Committee shall consist of the usual duties pertaining to these offices as more fully described below. All adult Pack leaders must be registered and trained consistent with Boy Scouts of America (BSA) guidelines prior to their participation in any adult leadership activity. The Pack strongly encourages all registered Pack leaders and parents or guardians participating on any Pack committee to take ownership of their obligations and fulfill the responsibilities of their position. All registered Pack Leaders shall comply with Boy Scouts of America (BSA) policies and procedures and the Pack Leadership Committee shall notify the Chartered Organization Representative within forty-eight (48) hours of any alleged misconduct involving a registered Pack Leader.

SECTION 2. COMMITTEE CHAIR RESPONSIBILITIES: Membership on the Pack Leadership Committee; ensuring that all adult leaders are properly registered and trained; verify financial hardship of Scout applicants; planning the monthly Pack Meetings; recruiting adult leadership to serve on all Pack committees; developing the Pack program plan for presentation to unit leadership for approval and distributing plans to all parents upon approval; chairing the Pack Leadership Committee meetings on a monthly basis; assisting the Cub Master whenever needed; presenting the Pack charter to the charter organization annually, preparing the annual Pack

recharter documents and obtaining the necessary fees, signatures, and information to achieve first time processing; and living a positive leadership example of the highest standards consistent with the purpose of Scouting.

SECTION 3. CUB MASTER RESPONSIBILITIES: Membership on the Pack Leadership Committee; attending the monthly District Roundtable and reporting back to the Pack Leadership Committee; planning the monthly Pack Meetings; conducting the monthly Pack Meetings; visiting the Charter organization annually and informing it of the Pack's activities; developing the Pack program plan for presentation to Pack leadership; chairing the monthly Pack Leadership Committee meetings in the absence of the Committee Chair whenever needed; and living a positive leadership example of the highest standards consistent with the purpose of Scouting.

SECTION 4. ASSISTANT CUB MASTER(S) RESPONSIBILITIES: Membership of the Pack Leadership Committee; performing all duties as requested by the Cub Master and Committee Chair under the Cub Master's guidance; conducting the Pack Meetings in the absence of the Cub Master; and living a positive leadership example of the highest standards consistent with the purpose of Scouting. In the ideal situation, it is anticipated that an Assistant Cub Master is being trained to replace the Cub Master.

SECTION 5. PACK SECRETARY RESPONSIBILITIES: Membership on the Pack Leadership Committee; taking and presenting written minutes of the Pack Leadership Committee for the Pack; maintaining the Pack membership roster and calendar; preparing and sending out mailings via regular mail or e-mail; maintaining the Pack Web site and Pack management software; assisting in the preparation and filing of all charter documents and Council or District forms; living a positive leadership example of the highest standards consistent with the purpose of Scouting; and any other duties assigned by the Cub Master or Committee Chair. The Secretary is encouraged to form a committee to assist in these responsibilities.

SECTION 6. PACK TREASURER RESPONSIBILITIES: Membership on the Pack Leadership Committee; reporting monthly to the Pack Leadership Committee on the fiscal health of the Pack in a report describing income and expenses for the committee's review and approval; annually preparing a Pack budget; keeping signature cards (authorized signers) on all accounts up to date; and completing all money earning applications for Pack fundraisers and submitting them to the District; collecting Pack fees, including annual fees, in a timely and orderly fashion; maintain Scout accounts; all duties required to maintain the fiscal responsibility of the Pack; living a positive leadership example of the highest standards consistent with the purpose of Scouting; and any other duties assigned by the Cub Master or Committee Chair. All reimbursements equal to or less than \$300.00 may be approved by the Cub Master or Committee Chair. Reimbursements greater than \$300.00 shall be approved by both the Cub Master and Committee Chair except that an Assistant Cub Master may substitute for the Cub Master's approval when the Cub Master is not available. The Treasurer is encouraged to form a committee to assist in these responsibilities.

