

Lodge Rules & Regulations

These are the bylaws that govern Unali'Yi Lodge.

NAME AND AFFILIATION

- A. The name of this Lodge of the Order of the Arrow shall be Unali'Yi Lodge 236 – WWW.
- B. This lodge will be affiliated with the Coastal Carolina Council #550, Scouts BSA.

Totem, Emblem, and Insignia

- C. The lodge totem will be the white tail deer.
- D. Lodge and OA insignia will be worn in the manner described in current National BSA and OA publications at all local, regional and national activities in which the Lodge participates.
- E. Lodge issued items must be approved by the Lodge Executive Committee.
- F. Lodge and OA supplies will be sold at the trading post during Lodge activities. We may also sell selected Lodge insignia at local, regional and national BSA and OA activities.

Membership Registration

Current National OA policy will specify the requirement for Lodge membership.

Officers, Election Procedure and Term of Office

The elected officers of the Lodge will be the Chief, Vice-Chief of Administration, Vice-Chief of Program, Secretary, and Treasurer.

Lodge and Chapter Officers will be elected annually during the first Lodge activity of the calendar year.

The Lodge Officer election procedure will be as follows:

All members wishing to run for office will submit a petition to the Lodge Advisor signed by a minimum of twenty (20) active youth members supporting their candidacy by 9:00PM Saturday night of the final Lodge activity of the calendar year. The lodge chief will appoint a nomination committee to select a qualified candidate or candidates for each unfilled office. The Chief will chair the committee, and the Lodge Advisor will serve as advisement to the committee. The committee will meet prior to the first Lodge Executive Committee Meeting of the upcoming year and will announce the candidate(s) for each office in writing to the General Lodge prior to the first lodge activity of the calendar year.

All candidates will be entitled to campaign during the first lodge activity of the calendar year. Campaigning will be done at the expense of the candidate, and all campaign material must be removed before the election.

The Lodge Chief will conduct the Lodge Officers' Election on Saturday during lunch of the first Lodge activity of the calendar year. This election will be part of a General Lodge Meeting. Should the Chief be a candidate for re-election, he will appoint a substitute approved by the Key Three to conduct the balloting for the entire election of Lodge Officers.

All youth members present are entitled to vote. Adult members shall remain impartial during the election, and may be asked to leave the room during balloting. The Lodge will not accept absentee ballots.

The election will be by secret ballot. The Key Three, or the Lodge Chief designee should he be running, will tabulate the ballots. In the event there is only one (1) candidate for an office a voice vote or show of hands is permissible.

Election results will be made prior to the closing of the first lodge activity of the calendar year.

Chapter Officer elections should be held in a similar manner to that of Lodge Officer elections.

Vacancies in unexpired terms of lodge office shall be filled by majority vote as defined in Section IV of the Lodge Rules & Regulations. Replacement officers must meet the same eligibility requirements and approval requirements as defined in the Lodge Policies & Procedures. The election will take place as soon as it is possible to do so.

Executive Committee

The lodge Executive Committee will be comprised of: all elected Lodge Officers and their Advisors; the immediate past Lodge Chief; the Scout Executive; all operating Committee Chairman and their Advisors; all Chapter Chiefs, and their Advisors; all Ad-hoc Committee Chairman and their Advisors; as well as any member at large selected by the Executive Committee.

The Lodge Chief will form such operating committees as deemed necessary for the successful operation of the Lodge and will appoint a chairman for each committee. The Lodge Advisor will appoint an Advisor to each committee.

The Executive Committee shall meet minimum of four (4) times a year to conduct the business of the lodge. All meetings of the Executive committee will be opened with the Obligation of the Order of the Arrow. Any lodge member may attend Executive Committee meetings as an observer.

The Lodge Chief and Advisor will represent the Lodge at all appropriate Council meetings and activities.

Meetings and Activities

Official business of the lodge may be conducted only during meetings of which the membership had been notified in advance.

All General Lodge Meetings shall be opened with the Obligation of the Order of the Arrow.

Only youth members present shall have a vote in any decision of the Lodge.

Absentee votes will not be accepted.

The Executive Committee shall schedule such activities deemed necessary for the successful operation of the Lodge.

Finances

The lodge will be self-supporting, requiring no council funding.

The lodge will handle all funds through the Council financial system and deposited in the Council's OA custodial account and will be subject to all Council regulations and procedures.

The Executive Committee will approve a general Lodge Budget prior to the beginning of each calendar year.

Committees will make no expenditures, other than budgeted expenses, without the prior approval of the Executive Committee.

The Treasurer will submit a written financial report at each Executive Committee meeting.

The Executive Committee will determine and collect annual dues through the Office of the Treasurer. Dues for the coming year will be due by December 31st of the current year.

The Executive Committee will determine the fees for all Lodge activities through the Office of the Treasurer. This includes the induction fees for new Lodge members, Brotherhood membership and regular function prices.

Fees for all Lodge Functions are payable in advance at the Scout Office. There will be an early bird price for early payment set by the Executive Committee.

Lodge Flap Restrictions

The Lodge shall have one (1) Lodge Flap in accordance with National Guidelines.

The Lodge may issue trader flaps and restrictions are at the discretion of the Executive Committee.

Restrictions on specialty flaps for Section, Regional or National events are at the discretion of the Executive Committee.

Brotherhood Membership

Conversion to Brotherhood membership will be by national procedures.

Vigil Honor Membership

Conversion to Vigil membership will be by national procedures.

Regional and National Events

The lodge will be part of the Southern Region, Order of the Arrow, Section 5.

The Lodge Chief and any member who hold section office will represent the lodge at section Council of Chiefs meetings.

The Lodge will support any member(s) running for Section Office.

The Lodge will send a delegation to the annual Section Conclave.

The Lodge will send a delegation to the National Order of the Arrow Conference.

The Lodge will pay the delegate fee and transportation costs of the Lodge Chief to the National Conference.

Suspension and Reinstatement

Members may be subject to suspension. Such suspension is at the discretion of the Executive Committee for failure to abide by the ideals and principals of the Order of the Arrow and Scouts BSA.

A vote of the Executive Committee may reinstate a suspended member.

Amendments

Proposed amendments to these Rules and Regulations must be distributed in writing to all members of the Executive Committee thirty (30) days prior to a vote. Amendments may only be voted upon providing a quorum of the Executive Committee is present. A quorum consists of a majority (one-half plus one) of the voting members of the Executive Committee.

Amendments must pass by a two-thirds (2/3) vote of the present, voting Executive Committee.

Upon the passage of an amendment by the Executive Committee, the General Lodge must be notified in writing thirty (30) days prior to a Lodge activity for a vote on the ratification of the approved amendment.

The ratification of an approved amendment must pass by a two-thirds (2/3) vote of the present, youth membership at a General Lodge meeting.

Final Authority

- A. All rules, regulations, policies and procedures of the Lodge will meet those approved by the National Order of the Arrow Committee.
- B. All matters not specifically covered by these rules will be governed by current National Order of the Arrow Rules.
- C. The Executive Committee will make any interpretation of the meaning or intent of these Rules and Regulations.
- D. The Scout Executive, Staff Advisor or Lodge Advisor will have the veto power over any decision of the Lodge; if in their opinion the decision of the Executive committee is in violation of BSA or OA policy, or detrimental to the well-being of the Lodge.

Lodge Policies & Procedures

Committee Reports

All Lodge Officers, Committee Chairman and Chapter Chiefs must turn in a written copy of their Executive Committee Report to the lodge Secretary.

Main Motions

All main motions made at the Executive Committee meetings must be submitted to the Lodge Secretary in writing.

Agenda Notes

New Business not included on the Executive Committee Agenda may not be raised for discussion during the meeting. Agenda items will be placed on the agenda at the request of any Officer, Chairman, or Chapter Chief. Agenda items may be added until the Secretary prints the agenda. The Lodge Chief may add items to the agenda any time during the meeting.

Camp Departure

No youth member (under the age of 18) of the Lodge may leave from any Lodge, Section, Regional or National Event without:

1. Submitting written documentation signed by a parent or legal guardian relieving the Lodge, all advisors, and the Council of any and all responsibility for the youth's health and safety.

2. Notify the Lodge Advisor or Staff Advisor of his departure.

Uniforms

All members must be in Official Scout Uniform to register at Lodge, Section, Regional and National activities. All Ordeal Candidates must be in Official Scout Uniform to register at Ordeals. All brothers and candidates must be in Official Scout Uniform at dinner, all ceremonies, all General Lodge Meetings, and chapel.

Requirements for Office

All Lodge Officers must be:

1. Under 21 years of age during the entire term of office.
2. Be currently registered and active in a Scouting Unit within the council and the Lodge.
3. Attend high school or college within 25 miles of the Council area, or have graduated high school and reside within 25 miles of the council area.
4. Not enlisted in the Military, attending a Military School or College, or be a member of a College ROTC program.
5. Attended at least 60% of the lodge activities during the previous calendar year.
6. Be a Brotherhood or Vigil Honor Member.