

Lodge Bylaws

Rules of Octoraro Lodge #22

Order of the Arrow

As adopted – June 1971

Revised/approved – April 2009

I. Name and Affiliation of the Lodge

- A. The Name of this Lodge shall be Octoraro Lodge #22, Order of the Arrow, W.W.W.
- B. The lodge shall be affiliated with Chester County Council, BSA, and shall be under the supervision of the council Camping and Activities Committee and the administrative authority of the Scout Executive.
- C. The totem of this lodge shall be the flying goose
- D. There shall be one official lodge flap, to be changed only by the authorization of the executive committee

II. Election to Membership

- A. The requirements for membership in this lodge are as required by the National Committee of the Order of the Arrow, specified in the Order of the Arrow handbook
- B. Procedure for Ordeal shall be as stated in the Order of the Arrow handbook
- C. All elections must be cleared through the Unit Elections Committee

III. Officers

- A. The officers of the Lodge shall be the Lodge Chief, three Lodge Vice Chiefs, Lodge corresponding secretary, lodge recording secretary, and lodge treasurer. Those elected officers must be under twenty-one years of age when elected to office and throughout the entirety of their term.
- B. Lodge officers shall be elected at the September meeting. These officers shall be installed at the January Lodge meeting and serve a one year term, serving from January 1 to December 31.
- C. The Executive Committee shall be composed of six elected officers, the immediate past Lodge Chief, the operating committee chairman and advisors, the Lodge Advisor, a member of the council's Camping and Activities Committee, the Scout Executive, and the Staff Advisor.
- D. The Lodge Advisor shall be appointed by the Scout Executive in consultation with the Camping and Activities Committee chairman.
- E. The Lodge Chief shall appoint such operating committees as may be required from time to time with the approval of the executive committee. All chairmen shall be under twenty-one years of age.
- F. The Lodge Chief shall be elected from previous officers, who will be under twenty-one years of age throughout the term.
- G. If, for any reason, any officer other than the chief resigns or leaves the lodge during his term of office, the Lodge Executive Committee shall have the power to fulfill the unexpired term. Should the chief resign or leave the lodge, the three vice chiefs shall assume his responsibilities for the remainder of the term.

IV. Lodge Meetings

- A. The lodge shall schedule at least the following:
 - 1. Ordeal Weekends
 - 2. Workdays
 - 3. Annual Banquet
- B. The Executive Committee of this lodge shall meet on the first Sunday of each month.
- C. Special meetings of the executive committee of the Lodge may be called by the chief with the approval of the Scout Executive.
- D. Each meeting of this lodge shall be opened with the Obligation of the Order of the Arrow
- E. Members of the Order twenty-one years of age or older shall have no vote in any decision of the lodge.

V. Dues

- A. There shall be an induction fee payable before the time of induction. For such, each new Ordeal member shall receive:
 - 1. A Lodge Totem
 - 2. A membership card
 - 3. An Order of the Arrow sash
 - 4. An Order of the Arrow handbook
- B. Dues of the lodge shall be collected annually by the treasurer. It is the responsibility of each member to see that his/her dues are paid by October 1 of each year.
- C. All Order of the Arrow funds shall be submitted through the council office and go through the normal procedures used by the council.
- D. Any member who has not participated in a lodge event for two or more years will be placed on the inactive list.
- E. Inactive members may be restored to active status by paying one year's dues plus a reinstatement fee equal to that of one year's dues.

VI. Brotherhood Membership

- A. Completion of the Brotherhood membership shall be in accordance with the Order of the Arrow handbook.

VII. Vigil Honor

- A. Attainment of the Vigil Honor shall be in accordance with the Order of the Arrow handbook.

VIII. Board of Trustees

- A. The board of trustees shall be composed of nine members. Each year, two youths and one adult shall be elected and serve a term of three years. The election shall be held at the regular election meeting in April.
- B. The board of trustees shall elect from their membership a chairman (under twenty-one) and an advisor (over twenty-one). The elected chairman and advisor of the board of trustees shall represent the trustees at all executive committee meetings and lodge meetings.
- C. The board of trustees shall be the custodians of all real property over which the lodge has the use or control. The board shall make the rules and the regulations governing the use of this property. The current rules shall be submitted to the executive committee for approval.

- D. In the event of vacancies in the board, the position(s) shall be filled by appointment, by the executive committee.

IX. Amendment to Rules

- A. These rules shall be subject to amendment at any regular or special meeting of this lodge provided such amendment has been submitted in writing to the executive committee at least one month prior to such meeting and that due notice has been sent to all active members at least 10 days prior to such a meeting. A two-thirds vote of the members present shall be required to approve the amendment.