

Na Tsi Hi Lodge Rules of Operation

(Approved on September 12, 2010)

I. Mission of the Lodge

- A. The mission of this lodge is to fulfill the purpose of the Order of the Arrow as an integral part of the Boy Scouts of America through positive youth leadership under the guidance of selected capable adults.

II. Name and Affiliation of the Lodge

- A. The lodge shall be known as Na Tsi Hi Lodge (Cherokee for “In the Pines”), Monmouth Council No. 347, Boy Scouts of America, and shall be under the supervision of the council camping committee and the administrative authority of the Scout executive.
- B. Insignia
 1. The totem of the lodge shall be three pines.
 2. The standard colors of the lodge shall be yellow and green.
 3. Each member shall be entitled to purchase one lodge neckerchief, not to be traded or re-sold.
 4. Sashes shall be worn only at Order of the Arrow functions.

III. Election to Membership

- A. The requirements for membership in this lodge are as stated in the current *Order of the Arrow Handbook* and the *Order of the Arrow Guide for Officers and Advisers*.
- B. All elections shall follow the rules as stated in the current *Order of the Arrow Guide for Officers and Advisers*.
- C. All elections shall be held once each year in chartered troops, and shall be under the direction of the unit leader and a member of the Order of the Arrow. Elections shall be held from the first day of January through the last day of March.
- D. All elections shall be cleared through the unit relations committee of the lodge.
- E. After election, a Scout or Scouter is considered a candidate until completion of the Ordeal, as stated in the *Order of the Arrow Handbook* and the *Order of the Arrow Guide to Inductions*.
- F. All candidates who are under 21 years of age shall be considered youth candidates.

IV. Officers

- A. The officers of this lodge shall be lodge chief, two lodge vice chiefs, lodge secretary, and lodge treasurer. An elected officer must be a registered member, in good standing, of the Order of the Arrow and the Boy Scouts of America. He must be younger than 21 during his entire term of office.
- B. Lodge Executive Committee
 1. The lodge executive committee shall be composed of the elected lodge officers, past lodge chief, lodge operating committee chairman, lodge adviser, another member of the council camping committee, Scout executive, and lodge staff adviser.
 2. Committee chairmen are appointed by the lodge chief with approval of the lodge adviser.

3. Each year the Scout executive appoints a lodge adviser, who serves as a member of the council camping committee.
4. The Scout executive may serve as the lodge staff adviser or may appoint a member of the professional staff.

V. Election of Lodge Officers

- A. The election of lodge officers shall be guided by the election procedure in the current *Order of the Arrow Field Operations Guide*.
- B. The lodge officers shall be elected at the Spring Pow Wow. The term of office shall be from the Sunday of the Spring Pow Wow in which they were elected to the Sunday of the Spring Pow Wow the following year.
- C. The floor shall be opened for nominations at monthly lodge meetings starting in March. The floor shall be opened for nominations at gatherings for breakfast and lunch during the Spring Pow Wow. An opportunity shall be afforded for nominations from the floor of the election. The nominee must be present to accept or decline the nomination.
- D. The lodge chief, with approval from the lodge adviser, appoints a youth Arrowman and a youth assistant to conduct the election. The two Arrowmen conducting the election must not be candidates for any office. The lodge adviser and the lodge staff adviser shall assist the Arrowmen conducting the election with verifying ballots and tabulating votes.
- E. Officers are elected by a majority vote (more than 50% of the ballots cast).
- F. If a lodge officer is unable to complete his term of office, his position shall be filled by an interim appointee elected by the lodge executive committee. A replacement to fill the remainder of the unexpired term shall be elected at the next general meeting of the lodge.

VI. Honors and Recognitions

- A. Completion of Brotherhood membership shall be in accordance with the requirements in the current *Order of the Arrow Handbook* and *Order of the Arrow Guide for Officers and Advisers*.
- B. Attainment of the Vigil Honor shall be in accordance with the requirements in the current *Order of the Arrow Handbook* and *Order of the Arrow Guide for Officers and Advisers*.
- C. Founders Award recipients shall be chosen annually by mutual agreement of the lodge chief, lodge adviser and lodge staff adviser (Key 3).
- D. Honorary and life memberships are not authorized by the Order of the Arrow and shall not be given. Current life members of this lodge shall continue to hold that honor, but new life memberships shall not be bestowed.

VII. Finances

- A. All Order of the Arrow funds shall be handled through the council service center and go through all normal council accounting procedures.
- B. Dues shall be paid in the amount set by the lodge executive committee at their September meeting. Members who do not pay their dues by February 28th shall be deprived of all privileges.

- C. There shall be an induction fee, payable at the time of induction, in the sum determined by the lodge executive committee. For this, the member shall receive the sash, membership card, handbook and lodge flap.
- D. New member's dues are included in their induction fee.
- E. Inactive members may be restored to active status by paying back dues for one year and current dues.
- F. An Arrowman transferring into the lodge who holds a current membership in his former lodge shall pay the current year's dues only. Other transfers shall pay one year's back dues and current dues.
- G. Members of the Order of the Arrow may be official dues-paying members of only one lodge, that being the lodge chartered to the council where they have their Scouting registration. Arrowmen must be registered members of the Boy Scouts of America.

VIII. Meetings

- A. General meetings of the lodge shall be held at the Spring Pow Wow, the Fall Pow Wow, and the Family Banquet. With no less than one month notice, the lodge chief may call a general meeting at other events in which the general lodge membership is present.
- B. The lodge executive committee shall hold a meeting each month, with the exception of June and July. The lodge chief or Scout executive is privileged to call a special meeting of the lodge executive committee if the need arises.
- C. Only Arrowmen under the age of 21 may vote in matters of lodge business.
- D. Meetings shall be conducted using accepted rules of order such as Robert's Rules.
- E. A quorum of 50% of the eligible voting members of the lodge executive committee is required to hold a vote. The eligible voting members are the lodge officers including the past chief and the lodge operating committee chairmen.
- F. The chairman of each committee, or his designee, may cast a single vote. Each committee is allowed one vote and an individual cannot represent more than one committee when voting. Lodge officers cannot name a designee to act on their behalf. The lodge chief casts a vote only to break a tie.
- G. A motion is decided by plurality voting. A motion passes or fails by the largest number of votes.
- H. The Key 3 may act on behalf of the lodge executive committee to address urgent lodge business when a quorum is not present or the lodge executive committee cannot meet due to severe weather, emergencies or similar circumstances. This privilege may only be exercised when the nature of the business demands that it be acted on before the next regularly scheduled lodge meeting. The Key 3 are required reach a mutual agreement.

IX. Amendments

- A. These rules may be amended at any general meeting of the lodge if passed by a two-thirds (2/3) vote by all members under the age of 21 who are present.
- B. Proposed amendments must be submitted to the lodge executive committee in writing no later than one month prior to the scheduled general lodge meeting. Notice of proposed amendments must be sent to all active members no later than ten (10) days prior to the general meeting at which the vote is to be taken.