

By-Laws of the East Carolina Council, BSA

Venturing Officers Association

Preamble: *Venturing Code*

As a Venturer, I believe that America's strength lies in our trust in God and in the courage, strength, and traditions of our people.

I will, therefore, be faithful in my religious duties and will maintain a personal sense of honor in my own life.

I will treasure my American heritage and will do all I can to preserve and enrich it.

I will recognize the dignity and worth of all humanity and will use fair play and goodwill in my daily life.

I will acquire the Venturing attitude that seeks the truth in all things and adventure on the frontiers of our changing world.

ARTICLE 1: Name

The name of this organization shall be the East Carolina Council Venturing Officers Association hereafter referred to as ECC-VOA.

ARTICLE 2: Purpose

The purpose of the East Carolina Council Venturing Officers Association shall be to provide a forum for the youth leadership of the council's Venturing Crews & Sea Scout Ships, to provide Venturing program support to the crews and ships of the council, to promote Venturing and its programs, to assist the district staffs upon request, and to provide a variety of program and leadership training events for the Venturing age youth of East Carolina Council.

ARTICLE 3: Parliamentary Authority

To the extent applicable and not in conflict with these Bylaws and those of East Carolina Council the business of the ECC-VOA shall be governed by the current edition of *Robert's Rules of Order, Newly Revised*.

The official Bylaws of the ECC-VOA, set forth in this document, shall be amended in the following manner: A member of the VOA, having been given the floor at an official meeting of the ECC-VOA, shall present in writing the amendment. The presented document shall be voted upon in a timely manner. To become a part of the official Bylaws of the ECC-VOA, the document must garner 2/3's of the total vote of those present. If it wins this percentage of votes, the amendment passes, and comes into effect starting at the beginning of the next official ECC-VOA sponsored meeting or activity. If the amendment fails to garner 2/3's of the vote, it fails, and can be revised and reconsidered at the next official ECC-VOA meeting.

ARTICLE 4: ECC-VOA Crew Representation

No person may represent more than one crew/ship on the ECC-VOA. Each crew is entitled to two voting representatives. Each crew shall determine its representative based on its own Bylaws and/or customs. Each crew shall notify the Secretary of the ECC-VOA, and/or another person designated by the ECC-VOA, of its representatives. The representatives shall serve as members of the ECC-VOA until the crew notifies the ECC-VOA of a replacement or the individual is no longer a registered member of that crew.

Any registered council Venture or Sea Scout member may attend the ECC-VOA meetings as a non-voting participant.

ARTICLE 5: ECC-VOA Officers and Elections

The officers of the ECC-VOA shall be:

- VOA President
- Vice President for Administration
- Vice President for Program
- Secretary
- Treasurer

For all positions there will be nominations (self or otherwise nominated). There will be a paper ballot; if a paper ballot is not available then a secret poll will be held. There will be no nominations taken from the floor. All election results (votes) shall be confidential. There shall be no discussion over voting actions afterwards. An election committee and impartial adult party shall total the votes afterwards and they are not permitted to discuss final numbers. The above-mentioned party is only allowed to announce which candidate has won. The officers shall take office immediately and serve a term of one year or until new elections are held. No single person shall serve more than two consecutive terms in the same office, nor shall a single person serve more than three consecutive years in any of the five elected offices. Nominations for office should be made to the ECC-VOA Staff Advisor at least one month in advance of the election date. Annual elections will take place at the scheduled fall council Venturing event. Each registered Venture or Sea Scout in attendance is eligible to vote. A majority of votes (51%) cast is required to designate a winner for any particular office.

ARTICLE 6: Responsibilities of the ECC-VOA officers:

See the *Venturing Handbook*, *Venturing Leader Manual*, and/or the *Guide to Safe Scouting* if any questions occur.

President - The President of the ECC-VOA shall serve as the spokesperson and representative of the ECC-VOA. In addition the President shall:

- Serve as a voting member of the Executive Board of East Carolina Council, BSA
- Preside over meetings of the ECC-VOA
- Be responsible for the orderly conduct of business
- Meet with the adult professional & volunteer VOA advisors on a regular basis to set the agenda and coordinate activities
- Meet with and coordinate with the other VOA officers in order to assure the success of ECC-VOA programs and activities
- Implement the VOA program in cooperation with its officers and members
- Work closely with Advisors and other adult leaders in a spirit of partnership
- Appoint youth chairman for special projects/events
- Present an annual report to the Council Executive Board at the conclusion of their term of office
- Assess, on an ongoing basis, whether the responsibilities of the officers are being considered and carried out effectively

Vice President for Administration - The Vice President of Administration shall serve in the absence of the President. In addition the Vice President for Administration shall:

- Serve as administrative officer of the ECC-VOA
- Organize and recognize the achievements of ECC-VOA members
- Conduct opening and closing ceremonies on special occasions as scheduled

Vice President for Programs - The Vice President for Programs shall:

- Serve as the program officer of the ECC-VOA and arrange the program planning process for the ECC-VOA
- Determine the interests of the ECC-VOA members on an ongoing basis (using Venturing Activity Interest Surveys) with suggestions for activities, program resources and an annual activity schedule
- Recruit activity and event chairman as needed
- Provide support for the chair and committee for each activity
- Maintain an up-to-date calendar of ECC-VOA meetings and activities

Secretary - The Secretary shall:

- Serve as the communications officer and in that position manages all communications and publicity for the ECC-VOA
- Take and publish minutes of all ECC-VOA meetings
- Maintain ECC-VOA membership and attendance records
- Handle ECC-VOA correspondence and minutes
- Coordinate ECC-VOA publicity through local media, ECC-VOA newsletters and web-based forums and the ECC-VOA's telephone network

Treasurer - The Treasurer shall:

- Serve as the financial officer and in that position, maintain financial records and monitor any ECC-VOA budgeted event/activity
- Collect and disburse ECC-VOA funds
- Communicate with the officers and members on a regular basis to keep them informed about the ECC-VOA's finances

In addition, each elected officer of the ECC-VOA shall be responsible for: Attending all ECC-VOA activities/events, participating in the council VOA program planning conference, and approaching Venturing with a spirit of fun and spreading this spirit through their office.

Officers may be removed for missing more than three consecutive ECC-VOA meetings/activities/events in a row.

ARTICLE 7: Meetings

Meetings will be held on a monthly basis at a regular place and time as set forth by the ECC-VOA.

These meetings will be considered official so long as representatives of three separate crews are present.

ARTICLE 8: Dress Code

All ECC-VOA members and activity participants will adhere to these clothing rules:

- Conservative bathing suit for females & males (no spaghetti string suits permitted)
- Shirts must have sleeves and no obscene art or language
- Shorts at least to mid thigh (no cut-offs)
- No underwear is to show from clothing
- Class A or B for VOA meetings and events

A youth committee (headed by the VP-Administration) will decide any other issues with the dress code if and when the need should arise.

ARTICLE 9: Code of Conduct

All ECC-VOA members and activity participants will adhere to these conduct rules:

- NO Public Display of Affection
- Separate campsites should be used or if not available, girls and guys at opposite ends
- Follow the Golden Rule
- Follow the Safe-Guide-To-Scouting
- Respect adults, self, and peers
- No cursing of any type
- Leave your problems outside of VOA meetings and activities
- No smoking, drinking, or illegal drugs on any Venturing activity
- Medication is up to each crew's Advisors best decision
- Follow leave no trace camping principals
- The Buddy system is **always** required (same gender)
- Youth should inform their Advisors or adults of where everybody is at all times
- "Two deep leadership" of at least one adult BSA registered leader for each gender present
- No hazing or initiations of any type

ARTICLE 10: Disciplinary Action

If disciplinary action is required, consult the crew officers before consulting with the adult Advisors. Advisors can be brought in if the issue(s) cannot be resolved, if it's a legal matter, or any other situation that needs more guidance. All issues or disciplinary actions are to be reported to the VP-Program.

These ECC-VOA By-laws were ratified and approved by the general council Venturing & Sea Scout membership on September 25, 2004.