

**ORDER OF THE ARROW
LODGE RULES
OSCEOLA LODGE #564 WWW**

ARTICLE I – Name and Affiliation of Lodge

Section A. The name of the lodge shall be Osceola Lodge #564 WWW.

Sec. B. The Lodge shall be affiliated with the Southwest Florida Council, Boy Scouts of America, and shall be under the supervision of the council camping or Boy Scouts committee and the administrative authority of the Scout Executive.

ARTICLE II – Membership

Section A. Election to Membership

Item 1. The requirements for membership in this lodge are as stated in the current printing of the Order of The Arrow Handbook.

Item 2. The procedure for the Ordeal shall be as stated in the Order of The Arrow Handbook and Administrative Guide for the Ordeal.

Section B. Brotherhood Membership. Completion of Brotherhood Membership shall be in accordance with the requirements in the current printing of the Order of The Arrow Handbook.

Section C. The Vigil Honor. Attainment of the Vigil Honor shall be in accordance with the requirements in the current printing of the Order of The Arrow Handbook.

ARTICLE III – Advisors

Section A. Lodge Advisor. The Lodge Advisor shall be a volunteer appointed by the Scout Executive who assists the Scout Executive in guiding the operation of the lodge program and also serves as a member of the Council Camping or Boy Scout Committee.

Section B. Lodge Staff Advisor. The Lodge Staff Advisor shall be a member of the Scout Executive's Staff who is appointed by the Scout Executive and acts on behalf of the Scout Executive in giving guidance to the lodge.

Section C. Chapter Advisors shall be appointed by the Scout Executive.

Section D. Committee Advisors shall be appointed by the Lodge Advisor.

ARTICLE IV – Lodge Officers

Section A. Lodge Officers

Item 1. Only lodge members in good standing who will be younger than 21 the entire term of office shall be eligible to hold office in this lodge. No person may hold more than one lodge office at a time.

Item 2. The elective officers of this lodge shall be the Lodge Chief, Lodge Vice-Chief for Administration, Lodge Vice-chief for Programs, Lodge Secretary, Lodge Treasurer, and Lodge Historian.

Item 3. Newly elected lodge officers should participate in lodge leader training between the time of their election and their induction into office.

Item 4. During his term of office, no elected lodge officer may hold a section office.

Sec. B. Nominations of Lodge Officers

Item 1. Nominations for lodge officers shall be taken from the floor at the time of election. Only lodge members in good standing and who are under the age of 21 may nominate.

Item 2. Only a member who is present and has written a letter to the current Lodge Chief expressing his intent to serve as a lodge officer and is approved by the Lodge Advisor may be nominated.

Sec. C. Election of Lodge Officers

Item 1. Lodge officer elections shall take place at the regular lodge meeting held at the Spring Fellowship.

Item 2. The term of office for lodge officers shall be from July 1 to June 30 and the induction shall be at the Summer Fellowship.

Item 3. Voting shall be by chapter, with each chapter having ten (10) votes each. The ten votes may be allocated by the chapter to the candidates in any manner the chapter chooses. The votes shall be cast by the chapter chief or his designate, in the absence of the chapter chief.

Item 4. A simple majority of votes cast shall be required for election. If no person receives a majority of the votes cast, the person receiving the fewest votes shall be removed from the ballot and another vote will be taken. In the event of a tie, there shall be one re-vote. If there remains a tie after the re-vote the lodge officers only will then vote for that office.

Sec. D. The order of priority of lodge officers is as follows: Lodge Chief, Lodge Vice-Chief for Administration, Lodge Vice-Chief for Programs, Lodge Secretary, Lodge Treasurer, and Lodge Historian.

Sec. E. Vacation of a Lodge Office

Item 1. If any lodge office, except for that of the Chief, is vacated, the Lodge Executive Committee shall appoint a replacement for the remainder of the term.

Item 2. If the office of the Lodge Chief is vacated, the Lodge Vice-Chief for Administration will assume the office of Lodge Chief. The office of Vice-Chief for Administration will be assumed by the Vice-Chief for Programs and the office of Vice-Chief for Programs will be filled pursuant to the provisions of Item number 1, above.

Sec. F. Duties of Lodge Officers

Item 1. Lodge Chief

- (a) Shall preside over regular and special meetings of the lodge and the Lodge Executive Committee.**
- (b) Shall be responsible for the proper functioning of the lodge.**
- (c) Shall appoint Committee Chairmen.**
- (d) Shall be a member ex officio of all lodge operating committees.**
- (e) Shall coordinate the functioning of all other lodge officers.**

Item 2. Lodge Vice-Chief for Administration

- (a) In the absence of the Lodge Chief, the Lodge Vice-chief for Administration shall preside over and be responsible for the proper functioning of the lodge and of the Lodge Executive Committee.**
- (b) Shall perform other duties as so directed by the Lodge Chief.**

Item 3. Lodge Vice-Chief for Programs

- (a) In the absence of the Lodge Chief and the Lodge Vice-Chief for Administration shall preside over and be responsible for the proper functioning of the lodge and the Lodge Executive Committee.**
- (b) Shall perform other duties as so directed by the Lodge Chief.**

Item 4. Lodge Secretary

- (a) Shall record and maintain accurate minutes of lodge meetings.**
- (b) Shall record and maintain accurate minutes and attendance of Lodge Executive Committee Meetings.**
- (c) Shall work directly with the Lodge Membership and Publication Committees.**

(d) Shall perform all other duties his office may require as directed by the Lodge Chief.

Item 5. Lodge Treasurer

(a) Shall maintain accurate records of all monies of the lodge, including dues.

(b) Shall give a financial report at all Lodge Executive Committee Meetings.

(c) Shall supervise and work directly with the Lodge Finance Committee.

(d) Shall perform all other duties his office may require as directed by the Lodge Chief.

Item 6. Lodge Historian

(a) Shall maintain an accurate records, both written and pictorial, of the lodge.

(b) Shall maintain the Lodge King's Cup display and be responsible for showing it at Scouting events.

(c) Shall perform all other duties his office may require as directed by the Lodge Chief.

ARTICLE V – Lodge Committees

Section A. Lodge Committee Chairmen

Item 1. Other than the Lodge Executive Committee over which the Lodge Chief shall preside, the Lodge Chief shall appoint the Chairmen of the Lodge Committees.

Section B. The lodge may have the following Lodge Operating Committees

Item 1. Camping Promotion Committee

(a) Develops plans for camping promotion in consultation with the Council Camping Committee.

(b) Makes arrangements for every unit in the council to be visited by a camping promotion team.

(c) Maintains the "Where to go Camping" book, summer camp video, and any other promotional helps of the lodge.

(d) Carries out all other duties that may fall under this committee as so directed by the Lodge Chief.

Item 2. Service Committee

(a) Submits a yearly plan of service projects to the Lodge Executive Committee for approval.

(b) Makes arrangements to accomplish service projects of the lodge.

(c) Carries out all other duties that may fall under this committee as so directed by the Lodge Chief.

Item 3. Activities Committee

(a) Develops plans and is responsible for carrying out the following of the lodge activities.

(1) Fellowship weekends.

(2) Ordeal weekends.

(3) Three lodge work days.

(b) Carries out all other duties that may fall under this committee as so directed by the Lodge Chief.

Item 4. Finance Committee

(a) Draws up and submits the annual lodge budget to the Lodge Executive Committee for approval.

(b) Obtains information from the council service center regarding the lodge's finances.

(c) Issues regular lodge financial reports.

- (d) Is responsible for the financial status of the lodge.
- (e) Is responsible for the operation of the lodge trading post.
- (f) Shall complete a lodge inventory by December 31 of each year.
- (g) Carries out all other duties that may fall under this committee as so directed by the Lodge Chief.

Item 5. Unit elections committee

- (a) Sends out information to unit leaders regarding membership election procedures.
- (b) Organizes and trains unit election teams.
- (c) Is responsible for having unit election teams visit units.
- (d) Records the results of unit elections.
- (e) Carries out all other duties that may fall under this committee as so directed by the Lodge Chief.

Item 6. Ceremonial Committee

- (a) Recruits and trains ceremonial teams.
- (b) Instructs members on proper ceremonial attire.
- (c) Keeps ceremonial grounds in good condition.
- (d) Is responsible for Call-out, Pre-Ordeal, Ordeal, Brotherhood and Rededication Ceremonies.
- (e) Carries out all other duties that may fall under this committee as so directed by the Lodge Chief.

Item 7. Membership Committee

- (a) Maintains accurate membership records and checks on inactive members.
- (b) Sends letters to Ordeal Members eligible for Brotherhood Membership.
- (c) Carries out all other duties that may fall under this committee as so directed by the Lodge Chief.

Item 8. Publication Committee

- (a) Prepares lodge publications.
- (b) Has copies of these By-Laws available upon request.
- (c) Carries out all other duties that may fall under this committee as so directed by the Lodge Chief.

Item 9. Additional Lodge Operating Committees may be formed by the Lodge Chief with the approval of the Lodge Executive Committee and Lodge Advisor.

Sec. D. Ad Hoc Committees shall consist of all other lodge committees which may be appointed on a temporary basis to carry out specific assignments.

ARTICLE VI – Chapters

Section A. The lodge may be divided into smaller units called chapters.

Sec. B. Officers

Item 1. Chapter officers shall be Chapter Chief, Chapter Vice-chief, and Chapter Secretary. These chapter officers should be elected by the general chapter membership at the fall fellowship and make arrangements to attend the next lodge leader training.

Item 2. No elected lodge officer may hold a chapter office.

Item 3. On a rotating basis, the chapters will host the Winter Busk- Banquet.

ARTICLE VII – Lodge Executive Committee

Section A. Members

Item 1. The Lodge Executive Committee shall be composed of the following:

- (a) Elected Lodge Officers.**
- (b) Immediate past Lodge Chief.**
- (c) Chairman of All Operating Committees.**
- (d) All Chapter Chiefs.**
- (e) Lodge Advisor.**
- (f) Lodge Staff Advisor.**
- (g) Scout Executive.**

Item 2. If a Chapter Chief is unable to attend a Lodge Executive Committee Meeting, the Vice Chapter Chief shall attend in his absence. If both the Chapter Chief and the Vice Chapter Chief are unable to attend, the Chapter Chief may designate another youth chapter member to represent his chapter at that meeting.

Sec. B. Meetings

Item 1. The Lodge Executive Committee shall meet monthly or as so often as is necessary for the proper functioning of the lodge.

Item 2. An announcement of the Lodge Executive Committee Meeting should be sent, along with a copy of the previous meetings minutes, to all Executive Committee Members at least ten days prior to the date of the said meeting.

Item 3. Special meetings of the Lodge Executive Committee may be called by either the Lodge Chief or the Lodge Advisor.

Item 4. A quorum of the Lodge Executive Committee shall consist of 35% of the Lodge Executive Committee voting members.

ARTICLE VIII – Finances

Section A. All Order of the Arrow funds shall be handled through the council service center and go through all regular council accounting procedures.

Sec. B. Dues

Item 1. Dues shall be as established yearly by the Lodge Executive Committee.

Item 2. All dues paid in October, November, and December shall be credited towards the following year's dues.

Item 3. Dues not paid by the Winter Fellowship Busk shall be considered delinquent and those members shall be considered not in good standing.

Item 4. Any lodge member may reinstate their dues by paying the then current dues together with a reinstatement fee to be established annually by the Lodge Executive Committee.

ARTICLE IX – Lodge Activities and Meetings

Section A. Lodge membership activities shall include the Ordeal Weekend, Spring Fellowship, Summer Fellowship, Fall Fellowship and Winter Fellowship Busk Weekend.

Sec. B. Regular Lodge meetings shall be held at the Ordeal Weekend, Spring Fellowship, Summer Fellowship, Fall Fellowship and Winter Fellowship Busk Weekend.

Sec. C. Special Lodge meetings may be called by either the Lodge Chief or the Lodge Advisor

ARTICLE X – Lodge Totem, Uniforming, and Insignia

Section A. The totem of this lodge shall be the bust of the warrior Osceola.

Sec. B. The Boy Scout field uniform shall be required at all weekend and long term lodge functions.

Sec. C. Lodge Insignia

Item 1. Lodge insignia shall include the

- (a) Order of the Arrow Sash
- (b) Lodge flap patch
- (c) Blue lodge tee shirt
- (d) Blue lodge hat

Item 2. Any changes to the design of the lodge flap patch and patch set must be voted on by the lodge at a regular lodge meeting.

~~Item 3. The lodge will sell flap patches only to lodge members in good standing at lodge activities. Amended 3/10/2024~~

Item 3. Lodge flaps shall be sold at Lodge activities and may be sold through a Lodge/Council online portal and through any other means approved by the Lodge Executive Committee(LEC).¹

ARTICLE XI – Traditions of the Lodge

Section A. The lodge chief's gorget and bonnet shall only be worn by the Lodge Chief and will be passed down during the induction of officers.

Sec. B. The Honor Arrowman Award

Item 1. The Honor Arrowman Award shall be presented to one youth and one adult lodge member at the Summer Fellowship.

Item 2. Nominations for this award will be taken at the Spring Fellowship weekend and the lodge officers shall vote for the recipients.

Item 3. Lodge Executive Committee members and Vigil Honor members, as well as past recipients, are ineligible for this award.

Item 4. The Honor Arrowman Award should be awarded to deserving arrowmen who might not be the most noticed in the lodge, although they usually have contributed to the lodge in some special way. It should be presented to the "unsung heroes", who give of themselves because they want to. The lodge officers will keep this in utmost consideration while choosing the recipients for this award.

ARTICLE XII – Voting

Section A. Adult Scouters, age 21 and over, do not have a vote in matters of lodge business.

ARTICLE XIII – Nullification Clause

Section A. Any part of these By-Laws in conflict with National Order of the Arrow policies shall be considered void.

ARTICLE XIV – Amendments to These Lodge Rules

Section A. These Rules shall be subject to amendment at any regular meeting of the lodge provided that such amendment has been submitted in writing to the Lodge Executive Committee at least one month prior to such meeting and that due notice has been sent to all active members at least ten days prior to such meeting. A two-thirds vote of the active voting members present at such meeting shall be required for adoption.

Last Lodge Membership Approved Update: 3/10/2024

¹Article 10, section C, item 3 was amended by majority vote at the Lodge meeting held on March 10, 2024 at camp Flying Eagle during Spring Fellowship. The dissenting votes were concerned that online sales of Lodge flaps would supersede Lodge sales making it difficult for some Lodge members to purchase before being sold out to none Lodge members. Discussion of the spirit of this amendment concluded that the intention is to always offer to Lodge members first before online sales commence. -Sean Hauser Lodge Adviser