

TROOP 6 BY LAWS

ARTICLE I

Name

Troop 6 is chartered by the National Council of the Boy Scouts of America (BSA) and functions under the Pikes Peak Council of the BSA. It is a member of the Jamboree District in the Pikes Peak Council. Troop 6 is sponsored by Monument Community Presbyterian Church (MCPC) in Monument, Colorado. Troop 6 adheres to all rules, regulations and requirements of Boy Scouts of America and strives to be designated a Quality Unit by BSA every year.

ARTICLE II

Members

1. **Youth Members.** Boys may become Boy Scouts, and members of Troop 6, if they have earned the Arrow of Light Award from Cub Scouts, completed the fifth grade or reached age 11. The Scouting program has three specific objectives, commonly referred to as the aims of Scouting: character development, citizenship training and personal fitness. All members must register with the Boy Scouts of America and must pay annual dues for membership in BSA and Troop 6. Troop 6 membership dues include a subscription to *Boys Life* magazine. Membership in Troop 6 obligates the Scout to adhere to the policies and procedures of Troop 6, as set forth in these By Laws, or other publications of BSA. New members to the Troop will receive these By-Laws, as well as other Troop information.
2. **Adult Members.** Adults, age 18 or over, may be adult members of the Boy Scouts of America, working in various functions and positions of BSA, including Troop 6 leadership (“Scouters”). All adult members must register with the Boy Scouts of America and must pay annual dues as adult members of BSA. Adult leaders must uphold the Scout Oath and Law, must comply with BSA and Troop policies, procedures and standards and must otherwise conduct themselves as adults in their Scouting activities. Violation of any of these requirements is grounds for dismissal by the Troop Committee. It is the goal of Troop 6 that all adult leaders be current in BSA Youth Protection training. Adults will be expected to furnish transportation for activities and must be familiar with BSA requirements for tour permits, must serve on Boards of Review and may be asked to teach advancement classes and otherwise assist at other Troop Functions.
 1. Scoutmaster: Must be at least 21 years old, is responsible for implementing the Troop program and for training junior leaders to handle all possible phases of Troop operation, responsible to the Troop Committee to see that all Troop

policies, procedures and standards are carried out, delegates Troop responsibilities to Assistant Scoutmasters and is otherwise directly responsible for ensuring Troop discipline and the overall well-being of the Troop. The Scoutmaster or his designated representative shall attend all Committee meetings.

2. Assistant Scoutmasters: Must be at least 18 years old, aid the Scoutmaster in all phases of Troop activities and serve as Scoutmaster in the absence of the Scoutmaster, serve as Patrol mentors, serve as monthly meeting mentors working with Assistant Senior Patrol Leaders and attend monthly Assistant Scoutmaster meetings.
3. Troop Committee Members: See Article III, below.
4. Charter Organization Representative: Must be a member of Monument Community Presbyterian Church (MCPC), serves as member of the District Committee and Pikes Peak Council, and is encouraged to attend Troop Committee meetings to effectively communicate between the two organizations.
5. Merit Badge Counselors: Registered adult leaders of the Troop may offer their services to the Scouts as merit badge counselors for the entire Pikes Peak Council, Jamboree District or just Troop 6.

ARTICLE III

Troop Committee

1. **Duties.** The Troop Committee is the adult governing body of Troop 6. The Troop Committee has the following duties:
 1. Coordinate communications with the Jamboree District and Pikes Peak Council of the Boy Scouts of America with regard to Troop 6.
 2. Assure that each Scout has a well-rounded Scouting program according to the Troop's charter under the Pikes Peak Council.
 3. Ensure troop has an outdoor program with minimum 10 days/nights per year.
 4. Strive for Troop 6 to be a BSA Quality Unit each year.
 5. Manage Troop finances and organize money-raising projects for the Troop.
 6. Select the Scoutmaster and, if the Scoutmaster leaves, to assume the active direction of the Troop until a successor is recruited.

7. With the aid of the Scoutmaster, select and recruit Assistant Scoutmasters and Scouters.
 8. Advise the Scoutmaster on general policies affecting Scouting and requirements of the sponsoring institution.
 9. Administer the meeting facilities and coordinate with the chartering organization, Monument Community Presbyterian Church (MCPC).
 10. Coordinate quarterly Courts of Honor and Eagle Courts of Honor.
 11. Aid in uniforming all Scouts.
 12. Ensure troop information (to include current Calendar of Events, rosters, merit badge counselor lists, patrol assignments, etc.) is available via Newsletters, Website, and emails.
 13. Purchase needed equipment for the Troop.
 14. Provide for the special needs/assistance some boys may require.
 15. Support/Help with the Friends of Scouting campaign.
 16. Support Scoutmaster in working with individual boys and problems that may affect the overall troop program; assist the Scoutmaster with handling behavioral problems.
 17. Encourage compliance with Troop policies, procedures and standards, including these By Laws.
2. **Committee Members.** The Troop Committee shall consist, at a minimum, of three persons: a Chairperson, Secretary and Treasurer. Additionally the Committee may have the following standing positions as committee members: Advancement Chair, Membership Chair (Registrar), Fundraising Coordinator, Activities Coordinator, Equipment Coordinator, Training Coordinator, Summer Camp Coordinator, Facility Liaison, Website Coordinator, and Senior Advisors. Other Committee members may be designated with duties that are flexible and changeable, including serving as members of the Advancement Committee, assisting with fund raising, discipline concerns, preparation for special events, equipment procurement, planning campouts, etc. Assistant or deputy committee positions (for example co-treasurer, co-secretary, etc.) may be designated at the discretion of the Committee Chair. Any adult registered as a member of the Committee will have an assigned role/responsibility and is eligible to vote on Committee matters. Assistant Scoutmasters and the Chartered Organization Representative (COR) are encouraged to attend Troop Committee meetings. If the COR is also registered as a

troop committee member, then he/she is a voting member of the committee.

3. **Tenure.** The term of office for the Troop Committee Chair is one year. The Troop Committee Chair is elected by the Troop Committee in December prior to the recharter process. Troop Committee members serve in their positions at the discretion of the Troop Committee and have no defined term of service for their Committee positions.
4. **Duties of Committee Members.**
 1. Troop Committee Chair: Organizes committee to ensure all functions are completed, calls and presides at all Troop Committee meetings, prepares committee meeting agendas, interprets BSA policies to the troop, supervises annual registration, encourages Troop representation at the District Roundtables, guides each Committee member in his/her respective responsibility, maintains close relationship with SM and COR, ensures that Troop 6 meets the requirements for BSA Quality Unit, assures that opportunities for service are available for the Troop, serves as the point of contact between the Troop and Council for the annual Friends of Scouting campaign.
 2. Troop Secretary: Keeps an accurate account of Committee meetings in the form of minutes to be distributed to Committee members, Assistant Scoutmasters and other interested adult leaders of the Troop, reports the minutes from previous meetings at each Committee meeting, publishes and distributes the monthly Troop newsletter, conducts the troop resource survey, coordinates troop publicity, maintains archives of past minutes and newsletters, and maintains an up to date calendar of troop events.
 3. Troop Treasurer: Manages and controls the finances of the Troop, authorizes all expenditures, maintains the Troop checking/savings accounts, maintains adequate records to substantiate use of troop funds, tracks the Scout Accounts, accesses the Troop post office box, presents Treasurer Report to troop committee at each meeting, works with Fund Raising Chair and individual activity leaders in collection and disbursement of funds, prepares an annual budget based on the Annual Planning Conference plan and Troop needs.
 4. Troop Advancement Chair: Monitors Troop advancement and reports on the status of advancement of Scouts to the Committee, keeps Troop advancement records (via Troopmaster) up to date, arranges Boards of Review and reports to Council completion results of each Board, purchases awards for the Troop and plans for Courts of Honor, coordinates the participation of committee members who are assigned to the advancement committee to serve as Board of Review participants, arranges "Eagle Project Review" Boards consisting of subset of Troop committee members, works with troop librarian to build/maintain Troop library, provides representation at District Advancement meetings when called, helps recruit Merit Badge Counselors for the District and keep an updated list of District Merit Badge Counselors, as well at Troop Merit Badge Counselors.

5. Membership Chair (Registrar): Completes and submits to council all required paperwork to register scouts and adults (committee members, SM/ASM, merit badge counselors, etc.), prepares all documentation for Troop Re-chartering and submits (with Committee/SM approval) to Council, maintains an accurate Troop roster (both scouts and adults), ensures that each new scout joining the Troop receives a "Troop 6 Scout Notebook", works with the Scoutmaster to ensure a smooth Webelos to Scout transition process.
6. Fund Raising Chair: Provides guidance to troop committee and individual activity leaders on BSA policy and requirements for fundraising, serves as liaison between troop committee and fundraising activities; reports status of ongoing fundraising projects to committee, proper documentation is submitted for each fundraising activity.
7. Activities Coordinator: Provides guidance to SM and individual activity leaders on BSA policy and requirements for Scouting events/activities/programs, ensures proper documentation is submitted for each outdoor activity, to include tour permits and any required access documentation, serves as liaison between troop committee and scouting activities, reports status of ongoing activities to committee, provides recommendations to Committee on go/no go decision for activities to proceed, works with Scoutmaster to implement Annual Planning Conference plan, ensures monthly outdoor program is scheduled.
8. Equipment Coordinator: Supervises and works with Troop Quartermaster on inventory and proper storage/maintenance of equipment including troop storage facilities and trailer; procures camping equipment, maintains troop equipment in safe operating condition, works with Treasurer (budget issues) and Scoutmaster (Annual Planning Conference plan) in determining best equipment acquisition strategy, reports to committee as required.
9. Training Coordinator: Ensures adult members are trained and works with Scoutmaster to ensure youth leaders are trained, maintains roster of all training accomplished, maintains inventory of current training materials, works with district training team in scheduling Fast Start for all new leaders, is responsible for BSA Youth Protection training within Troop, encourages periodic JLT within troop and at the council/national levels, advises committee on upcoming training programs and schedules attendance at training programs as needed, advises committee on training requirements needed for both adults and scouts, reports to committee at each meeting.
10. Summer Camp Coordinator: Handles all administrative details associated with registering the troop at a camp, serves as liaison between the camp and the troop, recruits adults and scouts to attend, defines and implements a payment policy and schedule, arranges transportation to/from camp, coordinates merit badge/program

sign-ups, reports status and issues to the troop committee.

11. Facility Liaison: Works with host in securing rooms for troop activities including boards of review, merit badge work space, troop meeting, etc., Finds alternate locations when primary sites are not available or appropriate (e.g., Courts of Honor), serves as primary liaison between troop and host in resolving issues.
 12. Web-site Coordinator: Ensures Troop website is maintained with current, up-to-date information, coordinates with the Scoutmaster to ensure information from Troop Scribe is effectively distributed to all members.
 13. Senior Advisor: Committee members appointed by the Committee Chair based on experience, time in troop, or other significant scout experiences outside the troop, to provide guidance to the Troop Committee.
5. **Committee Meetings.** The Troop Committee shall meet at least once per month. All Committee members should attend the monthly Committee meetings and serve on at least one Board of Review annually. The Committee Chairperson prepares an agenda for the meeting and presides over the meeting. The business of the meeting is conducted informally, unless more formal procedures are required in which case Roberts Rules of Order shall be followed. A quorum of the Committee must be present for the Committee to take action on any matter. A quorum consists of 5 Committee members and a majority vote of those Committee members present constitutes action of the Committee.
6. **Standing Policies of the Troop Committee.**
1. Authorized Signatures. All Troop 6 checks must have 2 signatures designated by the Committee for amounts over \$500. A resolution to this effect shall be placed on file with the bank handling Troop 6's accounts.
 2. Troop Funds. Commitment of Troop 6 funds to anyone or for any purpose requires Committee approval in advance of any such commitment. The Scoutmaster and Troop Equipment Chair have the discretion to spend up to \$50 of the Troop's funds without prior Committee approval.
 3. Fundraising. All Troop 6 fundraising efforts must be authorized by the Troop Committee, which is ultimately responsible for the accounting of the fundraising efforts.
 4. Profits from Fundraisers. Troop 6 recognizes that many costs associated with the Scouting program are not covered by the nominal registration fee charged annually by the Troop. Summer Camp, the Spring Break trip, personal camping supplies and costs of the periodic campouts are scouting-related expenses that must be budgeted for. In an effort to minimize the additional expenses to a Scout's family, Troop 6 participates in several fund raising efforts each year. Participation by Scouts is voluntary but is encouraged as a method by which the

Scouts may earn the requisite funds for the needs itemized above. The Fundraising Chair, in consultation with the Troop Committee, determines the incentives for each event that will be provided to the Scouts.

5. **Scout Accounts.** Troop 6 maintains Scout Accounts for each of the Troop members. These accounts are paper tracking of funds paid into (or out of) the Scout Accounts, although the funds are commingled with Troop 6 funds in the general Troop checking account. A Scout may withdraw money from his Scout Account only for scouting related purchases, or may ask the Troop to use his Scout Account for fees for dues, camping trips or other Troop activities. A request for withdrawing of money from the Scout Account must be in writing, with a reason for the withdrawal specified, and presented to the Treasurer, or if the Treasurer position is not filled, to the Committee Chairperson. When a Scout leaves the Troop, if the funds in his Scout Account are more than \$50, those funds will be paid to him within 90 days of his departure or re-registration of the Troop. If the Scout Account balance is \$50 or less, such funds will be paid to the departing Scout only on his request and, if no request, such funds will be considered as a donation to the Troop. Should a Scout's account have a negative balance, the Scout will be notified and will be expected to bring his account even as soon as possible. Failure to satisfy a negative Scout Account balance prior to re-registration will be cause for dismissal from the Troop and refused re-registration with the Troop.
6. **Summer Camp Scholarships.** Upon request by the parent, the Troop Committee will consider offering scholarships to Scouts in need for Summer Camp for all or part of the Summer Camp tuition. The request needs to be in writing at least 30 days before the fees are due, directed to the Committee Chairperson, and describing the need for the Scout. Confidentiality of the request will be respected by the Troop Committee. No Scout will be considered for a scholarship unless he has participated in the Troop fundraising activities during the previous months, unless he has joined the Troop after the fall fundraising activities. No request for a scholarship to pay for Summer Camp will be considered after Summer Camp begins. The Committee will respond in writing to the request.

ARTICLE IV

Troop Leadership

1. **General.** Boy Scout Troops are led by Boy Scouts at the Troop level and at the Patrol level. Adult leaders of Troop 6 guide the boys and mentor the boys in their leadership positions, but the responsibility for the execution of the Troop's program rests with the boys.
2. **Adult Leadership.** All Troop activities are under the guidance of the Scoutmaster. The Senior Staff of the Troop shall consist of a Scoutmaster and at least one Assistant

Scoutmaster. There shall be at least one adult leader for every 10 boys. The Committee reserves the right to confirm the references provided to the Troop on the adult registration form and to decline or revoke adult membership in the Troop.

3. **Junior Staff.** The Junior Staff shall consist of all Troop officers under the age of 18. The Junior Staff includes the Junior Assistant Scoutmasters, Instructors, Senior Patrol Leader (SPL), Assistant Senior Patrol Leaders (ASPL), Scribe, Guides, Historian and Quartermaster. Elections for Troop leadership (SPL and ASPL's) take place every 6 months, 3 months before the Junior Staff assumes their duties of Troop leadership. This allows them to shadow their predecessors in the position to better learn the position. All other positions are appointed by the Scoutmaster. The Senior Patrol Leader must have served as an Assistant Senior Patrol Leader prior to his election. Assistant Senior Patrol Leaders must be a First Class Scout and have served as a Patrol Leader, Troop Guide, or Troop Instructor. The Scoutmaster may assign any Scout to serve a Cub Scout Pack as a Den Chief. The Scoutmaster may remove any junior leader from his position for good cause shown.
4. **Patrols.** When joining Troop 6, a boy is assigned to a Patrol. He will remain with that Patrol until he is reassigned to another Patrol. A Patrol optimally consists of about six to eight Scouts. Troop outings and camp outs are organized by Patrol. Members of the Patrol elect the Patrol Leader and Assistant Patrol Leader every 6 months when Troop leadership rotates (each month for first year Patrols); other officers are appointed by the Patrol Leader. These offices include Quartermaster and Scribe. A Patrol may also have a grubmaster. Depending on the size of the Patrol, some of these positions (except Patrol Leader and Assistant Patrol Leader) may be combined. It is recommended that each Patrol meet weekly, usually in connection with the Troop meetings. Patrols are also encouraged to meet once a month, apart from the Troop meetings. Patrols are free to organize their own activities including camping and merit badge instruction. The Scoutmaster will assign at least one Assistant Scoutmaster to each Patrol for guidance and mentoring.
5. **The Green Bar.** The Green Bar consists of all Patrol Leaders, Troop Scribe, Troop Quartermaster, Troop Librarian, Troop Webmaster, Troop Historian, Chaplain's Aide, Senior Patrol Leader and Assistant Senior Patrol Leaders, including those Troop leaders who have been elected but not yet assumed their duties. The Green Bar will meet monthly. The Senior Patrol Leader presides over the meeting. The Scoutmaster or a designated Assistant Scoutmaster shall attend the meeting in order to communicate the outcome to the Troop Committee.
6. **Order of the Arrow.** The Order of the Arrow (OA) is an honorary organization within Boy Scouts to recognize those Scouts who have shown exceptional skill and leadership in camping and the outdoor arts. The Advancement Chair shall determine and coordinate the list of eligible Scouts with other Troop OA members. Those Scouts receiving majority support will comprise the list of nominees. Elections for the Order of the Arrow are conducted within the Troop once per year.

7. **Junior Leadership Training.** At least twice a year Troop 6 shall offer BSA Junior Leadership Training for all newly elected Troop leaders. All Junior Staff of Troop 6 are expected to be BSA trained.

ARTICLE V

Troop Policies

1. **Troop Meetings.** Troop 6 meets weekly on Tuesdays at a designated location from 7 p.m. to 8:30 p.m. The meeting doors are closed at 7 p.m. for the flag ceremony and any Scout not in place for the flag ceremony is not considered “present” for Patrol attendance. The Senior Patrol Leader presides over Troop meetings unless he has designated the responsibility to an Assistant Senior Patrol Leader. One Patrol is assigned as a “Service Patrol” each month and must perform any meeting setup, staff the Troop meeting flag ceremony, and perform any cleanup of the meeting location following the meeting.
2. **Uniforms.** The Scouting movement is built on positive values. Scouts wear the uniform to identify themselves with those values. Boys and adults alike take pride in being a part of Scouting and wearing the complete Scouting uniform. Troop uniforms shall be worn at all Troop meetings and other Scout functions unless announced otherwise.
 1. Troop 6 Class A Uniform. The Scout shirt, with all badges appropriately placed, Scout belt, Troop 6 neckerchief with slide, Scout pants or shorts, , and the Scout’s BSA registration card. Canvas or leather shoes must be worn with Scout socks. Sandals are not approved with the Class A uniform.
 2. Troop 6 Class B Uniform. The Troop 6 printed T-shirt and Scout pants or shorts are used at Troop meetings from June through August as announced by the Scoutmaster or Troop Committee. The Class B Uniform is also worn at Summer Camp and other Troop activities. Canvas or leather shoes must be worn with Scout socks. Sandals are not approved with the Class B uniform. The Class B uniform is never worn to a Court of Honor. Class B shirts are available through the Troop.
 3. Jewelry. Earrings or other body piercings are not to be worn by Scouts with the Scout uniform or to any Scout activity, including campouts.
3. **Troop Gear.** Patrols may sign out Troop camping gear with the Troop Quartermaster or Troop Equipment Chair for use by the Patrols. The gear is to be returned clean and fully functional. The Patrol which signed the gear out is responsible for its repair, if damaged, or replacement cost, if lost. Each Patrol is provided with a Patrol Box by the Troop. The Patrol is responsible for the repair or replacement of gear in the Patrol Box while it is assigned to that Patrol.

4. **Troop Discipline.** Rules of discipline in the Scouting program are in place for the safety of all the boys and to shape their character in the way of Scouting.
 1. Each Scout shall be encouraged to understand the necessity of order and discipline within the Troop and at Scout activities. Adult leaders shall make every effort to clearly instruct the boys as to the rules and guidelines for situations he may encounter in Scouting.
 2. Each Scout shall recognize the authority vested not only in the Scoutmaster, but also in any Assistant Scoutmaster, a Committee member or any other adult or junior leader.
 3. Each Scout is expected to respect and maintain all national, local and Troop policies, rules, regulations, procedures and standards and at all times to conduct himself in accordance with the Scout Oath and Law.
 4. Each Scout shall understand when meetings are held in a church facility Scout conduct is expected to reflect the reverence we all must have for the church facility and other members of the congregation we may encounter.
 5. Where disciplinary action is required, the following procedures shall be followed:
 1. If a Scout is asked to leave a meeting, he shall proceed directly home and inform his parents of the reason for his early dismissal. At the next meeting, he shall submit a note to the Scoutmaster or an Assistant Scoutmaster attesting to the conversation with his parents.
 2. If discipline problems occur on a Troop outing, the Scout may be barred from participating in the next outing or he may be subject to other disciplinary action as deemed appropriate by the Scoutmaster in consultation with the Green Bar.
 3. If discipline problems continue, the parents of the Scout will be contacted by the Scoutmaster or Troop Committee Chairperson and will be informed of all details involved. The parent and leader(s) shall meet to attempt to remedy the situation to prevent possible dismissal of the boy from the Troop.
 4. In the case of malicious mischief involving damage to Troop or Church equipment, or other property damage, the boy and his parents will be held financially responsible for the damage. Failure to make appropriate restitution will be cause for dismissal from the Troop.
 5. In the event a Scout is a repeat discipline problem or is otherwise recommended by the Scoutmaster for dismissal, an impartial three-person ad hoc Discipline Committee (appointed by the Troop Committee) will review the Scout's actions. The Discipline Committee will meet with the Scout and

his parent(s). The Discipline Committee will make recommendations as to what actions should be recommended to the Scoutmaster. The final decision as to what action is to be taken concerning the Scout is within the sole discretion of the Scoutmaster.

5. **Merit Badges.** The Scout is expected to request the “blue card” from the Scoutmaster or Advancement Chairman before he begins work on a merit badge. The names and addresses and phone numbers of Troop merit badge counselors are provided to the Scouts. The Troop discourages a Scout using his parent as a merit badge counselor, especially for Eagle-required merit badges. The main exception to this policy is when a parent is teaching a merit badge to a group of Scouts. Part of the merit badge process requires the boys to contact other adults and request their assistance. Once the work on a merit badge is complete, the boy must turn the completed and signed blue card to the Advancement Chair. No merit badge is awarded unless the blue card is turned in. The Scout should keep his part of the blue card as a record of completion of the merit badge until he receives the badge itself.
6. **Troop Activities.** Troop activities (campouts, etc.) are announced and organized at the Troop meetings. Deadlines for signing up for these activities are announced at each meeting and must be enforced in order to arrange transportation, facilities and adult leaders for the activity. Payment of any fee for the activity must be received by the Assistant Scoutmaster organizing the activity before leaving for the activity or the Scout will not be allowed to participate in the activity. Permission slips, releases, etc. must also be received by the Assistant Scoutmaster organizing the activity before the Scout will be allowed to participate in the activity.
7. **Transportation.** Adult leaders who transport Scouts through organized Troop transportation must provide the required information necessary to complete a BSA tour permit and must have auto insurance in full force and effect. The tour permit will also provide additional BSA insurance protection, if needed.
8. **Medical Forms.** At the annual registration all Scouts and Scouters must complete an annual Troop medical information form, to be held on file with the Troop for use with Troop activities during the year.
9. **Release Forms.** Parents or guardians may be asked to sign releases and medical treatment authorizations before Scouts can participate in certain Troop activities.

ARTICLE VI

Troop Advancement

1. **General.** Advancement is viewed as the development of skills, continued maturing in behavior and attitude toward others, acceptance of increased responsibilities in leadership and growth in spiritual values. Rank is an acknowledgment of that achievement. To qualify for advancement, Scouts must meet the requirements of rank applied for and have demonstrated Scout spirit by his actions, attitude toward other people and leadership and regular attendance and participation in Troop/Patrol meetings and special activities. Regular attendance is defined as a majority of both Troop meetings and Troop outings.
2. **Role of Troop Leadership.** Troop leadership is responsible for providing a positive program of skill development and support for the Scouts to achieve rank advancement in a timely and structured manner. The Scoutmaster and Advancement Chairperson will review the advancement status of all Scouts every six months.
 1. **Scoutmaster Conferences.** For all rank advancements, there are two requirements which must be signed off by the Scoutmaster or by Assistant Scoutmasters: the “Scout Spirit” and “Scoutmaster Conference” requirements. For Star through Eagle ranks, all requirements must be signed off by the Scoutmaster or, with the Scoutmaster’s approval, an Assistant Scoutmaster. Scoutmaster Conferences are scheduled by appointment. Scouts should request a Scoutmaster Conference the week before the conference.
 2. **Boards of Review.** All rank advancements beyond Scout must be approved by a Board of Review, a panel of at least 3 adult leaders of the Troop. Boards of Review are scheduled one Troop meeting night per month and must be reserved with the Advancement Chair by the Scout at least one week prior to that meeting, after a successful Scoutmaster Conference.
3. **Role of the Troop.** The Troop shall conduct advancement counseling, merit badge classes, and instruction in the skills and other requirements for Tenderfoot through First Class ranks during Troop meetings. Scout through First Class requirements can be taught by any Scouter or any Scout who has attained First Class. Parents of the Scout are not permitted to sign off on these requirements. A Scout approving a requirement for another Scout shall complete refresher training if the adult leadership finds that the newly trained Scout is inadequately prepared for the requirement. Also the requirements can be signed off by a Troop Instructor. Merit badge classes will be taught by a registered merit badge counselor. Scouts who have already earned the merit badge may assist in the instruction. Final approval of a merit badge must be done by a registered merit badge counselor.
 1. **Troop meetings.** The majority of all Troop meetings shall be devoted to a positive program of advancement. Because of their importance to the individual

Scout and well-being of the Troop membership, the merit badges of First Aid, Orienteering, Citizenship in the Community and Wilderness Survival should be repeated annually, within or outside of a Troop meeting. Approximately 45 minutes of each Troop meeting shall be invested in this program. First Aid is of such a critical nature that it shall be an ongoing theme and be emphasized throughout the year.

2. Special advancement classes may be called for at times other than Troop meetings to facilitate and encourage Scout advancement.

4. **Role of the Patrol.** Patrols are urged to hold Patrol meetings for advancement purposes (including merit badge instruction).

5. **Duties and Expectations of the Scout.** Each Scout is encouraged to advance in rank at an orderly rate. Advancement consists of achieving official requirements of the rank, showing Scout spirit, acquiring and demonstrating skills associated with rank requirements and demonstrating an increasing level of maturity associated with skill development, age and daily living of the Scout Oath and Laws. Advancement shall include the acceptance of additional responsibility for Troop leadership with the highest rank Scouts providing the greatest amount of support to the other Scouts. The Scout has the responsibility to make appointments with merit badge counselors if the badge is to be earned outside of the Troop meetings. Before beginning work on any merit badge, the Scout must secure prior approval of the Scoutmaster by obtaining a blue card from him. There is a Council requirement that a Scout must be registered with Troop 6, and dues and fees paid up to date, before the Scout can receive any advancement awards.

6. **Courts of Honor.** Rank advancements and merit badge achievements are recognized with the entire Troop, and the parents and siblings of Troop members, assembled for a Court of Honor. Troop 6 Courts of Honor are held at least three times a year.

7. **Religious Awards.** Each Scout is encouraged to work for the religious award of his belief. This award is usually given to the Scout as part of his worship service in his church.

ARTICLE VII

Outdoor Activities

1. **General Standards.** Troop 6 follows the BSA manual *Guide to Safe Scouting*, as well as guidelines and standards found in the Boy Scout Manual and the Boy Scout Field Guide. Troop 6 follows the BSA camping/hiking principle of “leave no trace.” Due to insurance requirements, a Scout must be registered with the Council and have a signed parental permission slip in the Troop files prior to the outdoor activity. In addition, a signed

permission slip is needed from each adult and each Scout for each outdoor activity. These slips are to be turned into the Scoutmaster or other designated adult leader prior to the outdoor activity. If no signed permission slip is turned in, the Scout will not be permitted on the outdoor activity. It is the responsibility of the adult leader in charge of the outdoor activity to ensure that all Scouts are properly clothed and equipped (with permission slips) prior to departure for the outdoor activity.

2. **Camping Guidelines.** Troop 6 Scouts are encouraged to spend at least 10 nights per year in tent camping with the Troop, including summer camp. Each Scout will be encouraged to attend a one week summer camp with the Troop. The Troop will attempt to schedule a campout every other month which should provide 12 nights a year of camping per year, not counting summer camp.
3. **Patrol Method.** The Troop shall use the patrol method of camping when possible. Each Patrol has been assigned a “patrol box” of camping equipment supplied by the Troop, together with other camping staples purchased by Patrol members. The patrol box is kept by the Patrol Quartermaster during his term of office and he is responsible to see that the equipment and supplies arrive at the campsite. The Patrol is responsible for all items in the patrol box and for the condition and cleanliness of the patrol box. The Patrol plans, buys and cooks the meals as a Patrol.
4. **Winter Campouts.** If a parent or Scout has any question about the adequacy of a Scout’s equipment for a winter campout, the parent or Scout shall consult with an adult leader (Scouter) at least one week prior to the winter campout.
5. **Backpacking Campouts.** Scouts on their first time backpack trip who have not achieved First Class rank must have an adult parent or guardian on the trip to accompany the boy. Questions about the adequacy of the backpack equipment should be addressed to an adult leader (Scouter) at least one week prior to the backpack trip.
6. **Outdoor Activities Policies.**
 1. Deadline for committing to go on outdoor activities will be two weeks prior to the activity, unless an earlier deadline is announced.
 2. Participation in outdoor activities is dependent on adequate adult supervision and transportation arranged by the Patrols.
 3. A Scout who cancels attendance at a campout after his commitment will still be required to pay for his share of the food purchased and any associated activity fees.
 4. Improper use of fire, hatchets, axes and saws will not be tolerated.

5. Non-folding knives will not be taken on outdoor activities except in cooking boxes.
 6. Scouts who damage or vandalize trees or rocks or other parts of the camp site or any camp equipment will not be tolerated at a Troop 6 campout and will be responsible for restoration of the damage.
 7. Scouts shall not leave an outdoor activity without leader authorization, and then never alone.
 8. Scouts shall not fill or light propane or liquid fuel appliances without direct supervision.
 9. No food is allowed in tents as this may attract animals.
 10. No electronic devices (e.g. CD players, video games) other than flashlights are allowed on outdoor activities. If such devices are brought to the activity, they will be confiscated by the adult leader and returned to the Scout when the activity is over.
 11. Scouts will not rise and be out of their tents before the authorized time (usually 6-7 a.m. depending on season or schedule) and will be in their tents and have lights out at the authorized time (usually 9-10 p.m.).
 12. Scouts will respect and obey designated quiet hours in all campgrounds and, unless posted otherwise, those quiet hours shall be from 10 p.m. to 6 a.m.
 13. The Troop will repay the gas costs of the driver who pulls the Troop trailer.
 14. All participants of Troop camp outs will be assessed a daily fee to recover Troop expenses such as gas costs for whomever pulls the Troop trailer, propane, and minor equipment wear and tear.
7. **Outdoor Activity Discipline.** Violation of any Troop camp policies or a Scout causing disciplinary problems at an outdoor activity will be cause for the Scoutmaster, or the adult leader in charge of the activity, to take appropriate action to immediately rectify the situation. If necessary, a Scout will be asked to leave an outing. The Scoutmaster, or adult leader, will coordinate with the boy's parent(s) to arrange to pick up the Scout. Any costs associated with the early departure or to provide transportation to return home are the sole responsibility of the Scout and his parent(s). Scouts involved in any other disciplinary problem on an outdoor activity will be subject to disciplinary action. (Article V, above)

ARTICLE VIII

Amendments

These By-Laws of Troop 6 are subject to amendment, or repeal and new By-Laws may be adopted, by a two-thirds majority of the Troop Committee present with a quorum at any Regular meeting, or Special meeting called for such purpose.

ADOPTED BY THE BSA TROOP 6 COMMITTEE, PIKES PEAK COUNCIL,

THIS 1ST DAY OF _____, 2007.

By: John Magerko
Troop 6 Committee Chairperson

By: Terri Stowe
Troop 6 Secretary