



Bylaws

Cub Scout Pack 19

Union District, Central North Carolina Council

**Chartered by: Kensington Elementary PTO
Waxhaw, NC 28173**

www.NCScoutPack19.org

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I. General Statement of Purpose

North Carolina Cub Scout Pack 19 is a chartered organization made up of parents and families who believe the Cub Scout Program helps develop the boys of today into the leaders of tomorrow.

The bylaws within govern Pack 19, except where Boy Scouts of America (BSA) policies shall supercede them.

The Pack will attempt to help each boy grow mentally and physically as well as to become a better citizen by employing and executing the program of Cub Scouting as outlined by BSA. This includes teaching responsibility and good moral character to our scouts. In all things, we will strive to fulfill the Cub Scout Promise, "...to do my best, to do my duty to God and my country, to help other people, and to obey the law of the Pack".

We believe Cub Scouting is a family activity and that parental involvement is an integral part of a strong, organized Pack. It is the responsibility of the parents and leaders to ensure that the Pack grows and prospers for the benefit of its current and future members.

The ten purposes of Cub Scouting are:

- Character Development
- Spiritual Growth
- Good Citizenship
- Sportsmanship and Fitness
- Family Understanding
- Respectful Relationships
- Personal Achievement
- Friendly Service
- Fun and Adventure
- Preparation for Boy Scouts

II. Pack Administration

A. Chartering Organization

1. Pack 19 is chartered by Kensington Elementary School PTO in Waxhaw, NC
2. Pack 19 exists at the sole discretion of our chartering organization.
3. Although chartered by Kensington Elementary School PTO, members of Pack 19 are not required to be enrolled students of Kensington Elementary.

B. Pack and Den Structure

1. The Pack is the combined group of all cub scouts within the chartered organization. The Pack is broken up into Dens by age and grade. Packs are led by the Cubmaster and the Assistant Cubmaster(s), who are ultimately responsible for the Cub Scouting program of the Pack. The Pack Committee Chairperson oversees administrative requirements of the Pack, such as various sub-committees and event planning.
 2. Dens are broken up by age and grade in school, usually into groups of approximately 8 boys. Multiple dens make up the Pack. There may be more than one den within a given age group or grade. Each den will have one Den Leader and may also consist of one or more Assistant Den Leaders as needed.
 - a. Tiger Cubs: Comprised of boys 6/7 years old or having been promoted to first grade. The Tiger den requires shared leadership with parents and at least one parent/adult partner must participate in all meetings and activities with each boy. Meetings generally include a pack meeting, 2 den meetings, and a 'Go See It' (field trip) each month.
 - b. Wolf: Comprised of boys 7/8 years old or promoted to second grade.
 - c. Bear: Comprised of boys 8/9 years old or promoted to third grade.
 - d. Webelos:
 - i. Webelos I: Boys 9 years old or promoted to the fourth grade.
 - ii. Webelos II: Comprised of boys 10 years old or promoted to the 5th grade.
 - e. Boy Scouts: A boy is eligible to transfer to Boy Scouts under the following conditions:
 - i. Must have completed the 5th grade AND be at least 10 years old.
 - ii. OR be 11 years old
 - iii. OR have earned the Arrow of Light Award AND be at least 10 years old.
- C. Membership Eligibility: Membership in Pack 19 is open to all boys ages 6 through 10 (or first through fifth grades) who abide by these Bylaws and the policies of BSA.
- D. Meetings:
1. Pack meetings are held monthly, generally on the second Monday of each month during the scout year (see Pack calendar for exact dates). This is a family activity where boys are presented advancement awards, participate in skits, and enjoy special presentations. General announcements and discussions of upcoming events will also be included for scouts and parents.
 2. Den meetings take place weekly. This is where the boys will work on various awards, learn new things, and get the most out of cub scouting.

Although we encourage Dens to meet on the same night as the other Dens of the Pack, they may occasionally alter their schedules to meet their objectives and to best suit the schedules of their members.

3. The Pack 19 scout year is August through June.
4. Leadership Committee meetings take place on the Tuesday preceding each monthly Pack Meeting. The Committee may also meet at any other time in order to plan Pack activities and events. The committee will be comprised of no less than three full-time members, but any adult interested may, and is encouraged, to participate in the planning activities.
5. Other committees will meet to plan and discuss events and activities specific to their function on a schedule determined by the committee's chairperson.
6. Pack 19 leaders are expected to attend monthly District Roundtable meetings, generally on the 3rd Thursday of each month. The leadership may elect to attend these meetings on a rotating basis. The attending leader should report back to the Committee and the other Pack Leaders the events and discussion topics of the District Roundtable meetings.

E. Registration and Chartering

1. Registration: Each boy is required to register with BSA annually. This includes filing the appropriate form(s) and paying any fees dictated by BSA and the local council. These forms and fees will be included as part of the annual rechartering package and are separate from the monthly dues paid to the Pack.
2. Rechartering: The pack is required to apply for a renewal of its charter each year. The Pack is "owned" by the chartering organization. All current members (Cub Scouts and Adult Leaders) of Pack 19 must be documented and registered with BSA through this process.

F. Uniforms

1. The scout uniform is the one of the means by which we demonstrate the unity, principles, values, and goals of our organization. To further this aim, boys should attend Scouting functions looking presentable and neat, and all uniforms will be worn in a consistent manner throughout our pack.
 - a) Class A Uniforms: Consists of the blue button shirt (or khaki for Webelos), rank neckerchief, slide, rank hat (optional), and belt. Pants are not required to be BSA issue, but should be blue or khaki in color and in good condition (not torn, frayed, etc.). Shirts should have all appropriate badges affixed in the correct locations, and should be worn buttoned up and tucked into the pants. Neckerchiefs should be worn around the neck fastened with the clasp, and hats should be worn front and center.
 - b) Class B Uniforms: Pack T-Shirt or other Scout shirt (day camp, etc.) worn with pants or shorts. Hats are optional.
2. Uniform Guidelines: Please follow the guidelines below to ensure your scout is in the proper uniform when he arrives at Scouting functions. When in doubt, it's best to dress up to the Class A uniform or contact your den leader or Cubmaster for guidance.

1. Class A uniforms should be worn to all Pack Meetings, Banquets, Ceremonies, Campfires, Public Outings and Events, Parades, Fundraising, etc.
2. Class B uniforms are acceptable for den meetings and outdoor activities.
3. Inspections: Leaders of Pack 19 will conduct regular uniform inspections to help your son learn to wear his uniform properly. Uniform inspection sheets can be found on the website.
 - a) Minor infractions of the uniform policy that can be fixed on site (un-tucked or un-buttoned shirt, etc.) should be corrected immediately.
 - b) Minor infractions of the uniform policy that cannot be fixed on site (missing patches, etc.) will result in correction by a leader with the expectation that the issue will be resolved within 30 days.
 - c) If a scout is not in the proper uniform at an Awards Ceremony, the scout may not be permitted to receive their award(s) that day. He will have to wait until the following month to receive his earned awards, provided he is in proper uniform at that time.
4. Scouts are encouraged, but not required, to wear their uniform to school on the day of Pack or Den meetings. Scouts should not wear their uniforms if they are in violation of school dress codes or if they interfere with a scout's participation in regular school activities.
5. Pack 19 will endeavor to keep a "uniform closet" where uniforms and other scouting essentials can be passed down to other cub scouts as they move up through the ranks of scouting.
 - a) Donations to the uniform closet are strongly encouraged, but not required. Donated apparel must be freshly laundered and in good condition. Handbooks and other such items must also be in good condition, with no excessive wear and tear.
 - b) Any scout is eligible to buy uniforms from the uniform closet, but priority is given based on financial need. If the purchase of the scouting uniform is a financial burden to a family, the parent or guardian should discuss the matter privately with their Den Leader, Cubmaster, or Assistant Cubmaster to determine what options are available to allow the boy to meet his minimum uniform requirement without causing undue hardship to his family.
 - c) All funds received from purchases from the uniform closet will become part of the Pack funds and will be used according to the Pack financial guidelines.
6. All Adult Leaders are required to wear a uniform appropriate for their position. The minimum uniform requirements will be the Cub Scout polo shirt (blue with gold trim) and dress pants.
 - a. Adult Leaders are required to wear their uniform when participating in any organized scout function, unless it is of a nature where the uniform could become soiled, damaged, or is otherwise deemed unnecessary.
 - b. When wearing the full Adult Leader Uniform, recognition badges should be affixed to the uniform according to BSA uniform guidelines

within 2 weeks of receipt in order to maintain the required uniform standards.

G. Attendance

1. Pack 19 believes that the best way for a boy to get the most out of scouting is to actively participate in pack and den meetings and events. This is not a “Lone Scout” program, and as such, attendance is expected and required.
2. At least one parent or adult partner is required at all Tiger functions.
3. Parents are strongly encouraged to stay for Wolf, Bear, and Webelos den meetings and to participate in all Pack meetings and Pack-sponsored events.
4. At least one Parent is required to be in attendance with their scout at all campouts.

H. Dues and Fees

1. A pack must be financially secure in order to have a strong, complete Scouting program. Dues will be set each year by the Pack Committee in order to meet the budget forecasted and approved by the Pack Leadership Committee.
Current dues are: \$40 Registration Fee and \$10/month (or \$90 / year) for September through May. This fee includes any application and rechartering fees.
2. Dues must be paid in full up to and including the month of an event in order for a scout to be eligible to participate in that event or to receive any earned awards.
3. Dues are due the first week of each month and should be paid to the committee chairperson or treasurer. Late dues should be paid to the Den Leader. For late dues, each Den Leader will keep appropriate payment records for his den. The Den Leader will turn all monies over the Pack Treasurer.
4. In the case of a family who has scouts in more than one den, late dues and fees are to be paid to each appropriate Den Leader.
5. If the payment of dues or fees becomes a financial burden to a family, the parent or guardian should discuss the matter privately with their Den Leader, Cubmaster, or Assistant Cubmaster to determine what options might be available to keep the boy in Cub Scouts without causing undue hardship to his family.
6. Some events may have an additional fee for each participant or family, and must be paid by the time defined for that activity in order to participate.
7. Dues, rechartering fees, and activity fees are non-refundable. The exception are monthly Pack fees that have been paid in advance; any fees paid past the current month can be refunded upon request. Should the scout continue membership in the pack, the refunded dues will become due according the standard dues schedule. See IV. Finances, section 3 for exclusions.
8. All returned checks will be assessed an additional \$20 fee.

I. Handbooks

1. Each scout is required to have a current copy of the official Cub Scout handbook designated for his den/rank, and will bring it to each meeting.
2. Leaders are required to have appropriate, current handbooks and leadership materials necessary to perform their leadership functions.
3. The Pack will supply a copy of the current Cub Scout Program Helps to each Adult Leader. Other Literature (Leader Handbook, etc.) will be purchased by the pack and will be available for each leader to borrow. All literature will remain property of the pack.

J. Advancement and Awards

1. A central part of Cub Scouting is earning recognition through various badges and awards. These are age-specific and are earned by completing the various requirements outlined in den-appropriate handbooks or other BSA publications.
2. Each Cub Scout is encouraged to advance at his own rate. It is not a competition between boys to see who earns the most or earns them the fastest, but to learn and get the most out of each learning opportunity. A badge is recognition for what he is able to do, not just for what he has done.
3. Every effort should be made to have each boy earn his den's rank by the Blue and Gold Ceremony (February), or by the end of the scout year. However, earning the den rank is not required to advance to the next rank during the next scout year. The exception to this rule is the Bobcat badge, which certifies the boy has learned the basic fundamentals of Cub Scouting. This rank must be achieved by a boy of any age before he can advance to any other rank beyond Tiger.
4. Advancement and other awards are handed out to uniformed boys during Pack meetings or events.
5. All dues payments must be current in order for a boy to receive his awards.
6. Leaders should notify the Cubmaster or Assistant Cubmaster one-week in advance of each pack meeting of awards to be handed out in order for them to be ordered and received in time for the pack meeting.
7. All standard advancement awards are paid for by the pack (see Section IV Finance).

K. Scout Year

1. Pack 19 is active year round. However, weekly meetings are held in general accordance with the Union County Public School year, August through June. Additionally, there will be nine monthly pack meetings during the year, September through May. Generally, meetings will not be scheduled during school vacations, breaks, or teacher workdays.
2. Summertime activities are planned to keep the boys interested and excited about scouting and to keep the pack a cohesive group during the summer months. Participation during these months qualifies the boy for additional awards and is required for the Pack to earn the BSA Summertime Pack award.

L. Discipline and Behavior

1. Having fun and building character are important elements of Scouting. In order to meet these objectives, it is important that we provide a safe and positive atmosphere for all our scouting activities. To this end, the committee and leaders of Pack 19 have developed a behavior standard to be followed by all scouts while participating in scouting events. Compliance to these policies is necessary in order for the Leaders of Pack 19 to provide your son a safe and quality scouting experience. Please review this policy in detail with your scout and stress their compliance. If you have any questions or concerns regarding this policy, please contact the Cubmaster
2. Scout Law. A Scout is: Trustworthy - Loyal - Helpful - Friendly - Courteous - Kind - Obedient - Cheerful - Thrifty - Brave - Clean – Reverent. While participating in Scouting events, all Pack 19 Scouts are expected to demonstrate the qualities defined by the Scout Law (above). Scouts should:
 - a) Act in a safe manner at all times. This includes following the buddy system and obeying all fire and water safety rules as outlined by BSA when appropriate.
 - b) Show respect when corrected by a leader or other adult. This includes responding politely and discontinuing behavior after the first warning.
 - c) Show respect during appropriate events – posting/retirement of the colors, recitation of the Pledge of Allegiance, during Prayer/Blessings, etc.
 - d) Be silent and attentive when leaders or adults are talking and observe the scout sign when up.
 - e) Refrain from the discussion of inappropriate topics or use of inappropriate language or gestures.
 - f) Demonstrate tolerance for other ethnic and religious groups.
 - g) Respect other's personal space and property.
 - h) At the conclusion of each event or activity, follow the BSA policy of "Leave No Trace" by participating in trash detail. Willingly complete other housekeeping tasks as directed by Pack 19 leaders.
3. Leaders will use the following guidelines at their discretion when dealing with inappropriate behavior:
 - a) 1st Offense: Warning, Correction
 - b) 2nd Offense: Scouts will be removed from the immediate area to continue their activity, while remaining in sight of a leader, for 10 minutes. Behavior will be discussed with parent upon pickup.
 - c) 3rd Offense: Scouts will be removed from the immediate area to continue their activity, while remaining in sight of a leader, for the remainder of the meeting. After the third offense, scouts must be accompanied by a parent or guardian to all meetings and events.
 - d) Continued disruptions will be escalated up to the Cubmaster, who will meet with the boy and his parents to determine a resolution to the problem. If resolution does not occur, the PLC (Pack Leadership

Committee) reserves the right (by $\frac{3}{4}$ vote) to exclude any boy who is unable to abide by the Pack rules of behavior.

4. Scout Points/Cub Bucks - Point accumulation will begin in June of each scouting year; prizes will be presented at the final Pack Meeting in May.
 - 100 Recruit a New Scout
 - 100 Top Fundraising Sales (Pack) for the Year
 - 100 Parent Leader
 - 50 Earn your Rank for the Year
 - 50 Second Place Fundraising Sales (Pack) for the Year
 - 50 Top Fundraising Sales (Den) for the Year
 - 25 Second Place Fundraising Sales (Den) for the Year
 - 25 Dues Paid in Full (\$40 Registration Fee + \$10 per month = \$130 total) by Oct 15th
 - 10 Participate/Attend the following events (each)
 - Community Service Projects
 - Pinewood Derby
 - Blue and Gold Banquet
 - June, July, or August Summer Pack Activity (*30 points if all 3 are attended*)
 - Summer or Day Camp (District)
 - Campouts
 - Pack Outings or Events
 - 10 Wear Full Uniform (Class A) Neatly and Properly
 - 10 Demonstrate the Qualities Outlined in the Scout Law
 - 10 Parent Volunteer
 - 5 Attend a Pack or Den Meeting
 - 5 Have One or More Parents Attend a Pack Meeting
 - 5 Demonstrate Strong Spirit or Participate in a Den Skit, Game, or Song at Pack Meeting
5. Leaders will make every attempt to ensure a positive experience for each scout. Parents should keep leaders informed of any extenuating circumstances that may affect their son's behavior and help leaders determine reinforcements that will be most effective for their son.
6. Parents are expected to lead by example. Cub Scouts is to be a safe haven for boys and thus parental conduct (temperament, language, tobacco usage, etc.) is expected to further that ideal, in accordance with BSA policy. Any actions or attitudes deviation, in the eyes of Pack leadership, from this "safe-haven, lead by example" policy will be dealt with by one or more Pack leaders when necessary.

M. Communication

1. Our primary method of communication is through face-to-face contact at Den and Pack meetings. Therefore, it is very important that parents attend meetings to be sure they stay current with information regarding Den and Pack activities.

2. We will make every effort to publish a Pack web site, and to keep it current with relevant information. If you cannot reach your Den Leader, or need to find general Pack or Den information, visit the web site.
3. We will send information via e-mail. We encourage parents and leaders to use e-mail to distribute information and documentation whenever possible.
4. If you do not have Internet or e-mail access, it is your Den Leader's responsibility to keep you informed of any and all pertinent information.
5. Pack e-mail distribution lists are meant for Pack purposes only. Pack Leaders will not disclose personal information to outside persons without prior consent. Likewise, e-mail recipients should not use the Pack distribution list for non-Cub Scout purposes.

N. Reverence and Religion

1. A scout is reverent and Cub Scouts encourages spiritual growth. As such, membership in BSA and Cub Scout Pack 19 requires a belief in God (or other supreme power), although how each family chooses to worship and practice their faith is a personal family matter. There will be religious components for various scout activities and each Cub Scout is encouraged to participate in them as his personal faith allows, and to share his beliefs as he feels comfortable.
2. In accordance with BSA policy, an ecumenical "Scouts Own" worship services may be included as part of camping or other events. Efforts should be made to be as inclusive of multiple faiths as possible without hindering a scouter's ability to be true to his own faith. Any activities that might be perceived as proselytizing (i.e. coercive altar calls) will be avoided.
3. In situations where a blessing or prayer is offered before a meal or during a ceremony or activity, the person leading the prayer is strongly encouraged to make an ecumenical prayer. However, in all cases each person must be made comfortable to pray as his or her faith dictates in accordance with BSA policy.
4. Cub Scouts are encouraged, but not required, to earn the religious emblem of their faith and wear it on their uniform.

III. Leadership

A. Pack Leadership

1. Cubmaster and Assistance Cubmaster(s): These leaders are responsible for implementing and administering the overall scouting program for the pack. Additionally, the Cubmaster or Assistant Cubmaster will maintain records for Cub Scout achievement according to information provided to them by Den Leaders. They will also maintain records of required Adult Leader training, official copies of approved bylaws, and signed/dated acknowledgement of the bylaws from each Adult Leader and each Scout parent or guardian.
2. Pack Committee Chairperson: This person is responsible for overseeing the various pack committees needed to support the Pack's programs and events. S/He also leads the monthly leadership committee meetings.

3. Den Leader and Assistant Den Leader(s): These leaders plan and coordinate den level activities to help the boys earn their age-appropriate recognition and advancement awards.
- B. Parental Involvement: Each parent is strongly encouraged (and required for Tiger scouts) to attend and actively participate in den and pack activities. We encourage a family approach to scouting and we firmly believe that involved parents make for involved boys and ultimately a stronger, more closely-knit Pack. The parent's role is vital to the recruitment and training of new leaders and to ensure the longevity of the Pack for future cub scouts in our community.
- C. Pack Leadership Committee (PLC): The group is made up of all leaders and committee heads for the purpose of organizing pack activities, exchanging information, and setting policy. Pack 19 also encourages any parent interested to participate in PLC meetings.
1. The PLC is led by the Committee Chairperson who is ultimately responsible for coordinating all activities outside the den meetings in support of the overall Cub Scouting program directed by the Cubmaster.
 2. PLC minutes are kept and distributed by the Pack Committee Chairperson. S/He must type up and distribute the minutes to all Pack leaders and committee heads as quickly as possible to ensure adequate time to address issues discussed in the meeting and to prepare for future meetings. Alternatively, the Pack Committee Chairperson may choose to publish the meetings on the Pack web site in lieu of distribution.
- D. Committees: Pack 19 supports a variety of committees. Parents are encouraged to participate in one or more committees to ensure effective event planning, to help build a cohesive Pack, and to share the workload associated with providing your son a quality scouting experience. The Committee Chairperson is responsible for coordinating the efforts of all committees.
1. *Camping*: We will try to have no fewer than two to three campouts per year. The camping committee will determine locations, plan menus, buy groceries and supplies, reserve locations, plan activities and events, and be responsible for the overall success of camping events. They will also inventory camping supplies.
 2. *Worship*: The worship committee will coordinate non-denominational worship services for camping events, open meetings and special events with prayer, and assist dens and Cub Scouts in the achievement of various religious-based awards. This committee will also coordinate the Pack's inclusion in Scout Sunday.
 3. *Arts and Crafts*: The arts and crafts committee will plan and coordinate arts, crafts, and decorations as needed for pack events and activities.
 4. *Banquets and Special Events*: This committee will plan the agendas, meals, and activities for each special event. These can include a Christmas dinner, the Pinewood Derby, the Blue and Gold Ceremony, and the end-of-year "Bridging" or Graduation Ceremony.
 5. *Pack Outings*: The special events committee will plan all Pack outings, parade appearances, and schedule special guests for monthly Pack

meetings. Pack outings may include local sporting or cultural events, trips to educational facilities, etc.

6. *Community Service*: We want to teach our boys that they are an integral part of their community and this means giving their time and talents to make it a better place to work, play, and live. The community service committee coordinates 2-3 community service projects during the year. These can include community beautification projects, visiting local nursing homes, conducting food or clothing drives for those less fortunate, or singing Christmas carols or sending Christmas cards to make the Christmas season brighter in our community.
7. *Fund Raising*: Cub Scout events are seldom free. Camping, Pack events and activities, community service projects, awards, etc. all cost money beyond our Pack dues and community donations. Again, a strong pack must be a financially secure one. To ensure a complete and strong Pack program, the fund raising committee will plan 2-4 activities per year to earn funds for Pack-related activities. Fundraisers can include BSA popcorn sales, candy bar sales, a Pack raffle, yard or bake sale, selling refreshments at local events, etc. When possible, the fund raising committee will plan community based fund raising events, but may also plan Pack-based fund raising events such as offering Scout photos, selling personalized Cub Scout Christmas ornaments, etc. The fund raising committee will also pursue opportunities to receive some portion of admission fees generated by Pack outings when possible.
8. *Communications*: This committee coordinates the Pack-wide communications for events, activities, and special announcements, as well as providing information about the Pack to the community. This includes items such as recruitment flyers, radio and newspaper advertisements and announcements, web site creation and maintenance, and setting up photography services for events and activities. This committee will also prepare event/banquet programs and will be responsible for arranging multi-media equipment such as laptops, projectors, and microphones as needed for ceremonies and banquets.
9. Other committees, temporary or permanent, may be formed as needed. Committees may also be merged when deemed that the combined unit will be more efficient. Committee formation, dissolution, or merger will be at the discretion of the Committee Chairperson, with strong support from the Pack Leadership Committee.

IV. **Finances**

- A. The Pack Leadership Committee shall approve an annual budget. The budget shall be based on the anticipated revenues, expenditures from the previous year, expected pack population, and planned events.
 1. The Committee must grant prior approval for any large expenditure that is out of scope of normal Pack operations. Large expenditures might include: the purchase of pack camping equipment, Pinewood Derby tracks and timers, etc.

2. The committee must grant prior approval for special event recognition items such as T-shirts, event patches, medals, plaques, trophies, certificates, etc.
 3. Fees paid in advance in accordance with event or venue RSVP requirements may not be eligible for a refund to the Pack. Accordingly, non-recoverable funds are not refundable to members for activities and events where fees must be paid in advance by expected attendees.
- B. The Pack Treasurer will be responsible for keeping an accurate accounting of all income and expenses. Primary duties of this role include:
1. Collecting dues and payment reports from each Den Leader on a monthly basis.
 2. Keeping a collective Pack record of dues paid by each scout according to reports received from the Den Leaders.
 3. Depositing funds into the Pack checking account.
 4. Issuing required checks from the Pack.
 5. Reconciling monthly banking statements.
 6. Receiving receipts from Pack Leaders for reimbursable items, and issuing checks accordingly.
 7. Scheduling an annual review by a responsible party acceptable to the Cubmaster and Committee Chairperson.
 8. Participating in the annual budget meeting. The fiscal year is August through July.
 9. Preparing a formal budget based according to PLC directives.
- C. A financial report from the Treasurer shall be presented at each monthly Leadership Committee meeting. It will include summaries of pack income (categorized by dues, fund-raising, contributions, etc.), expenditures (categorized according to committee spending, Pack Leader reimbursements, etc.), and anticipated or transpired budget shortfalls. The Treasurer will make these records available for review by Pack members upon request.

V. **Activities and Events**

- A. The Pack leadership shall maintain a Calendar of Pack Events; this calendar will be completed as soon as possible near the beginning of the scouting year.
- B. Pack Camping Trips
 1. Camping is an integral part of the Scouting program. Boys who do not attend campouts will miss out on some of the best learning opportunities during the program year. Lessons of self-reliance, responsibility, and leadership take hold quickly, away from the distractions of everyday life. Boys develop a sense of camaraderie and build memories that will last a lifetime. As such, it is important that scouts make every attempt to attend campouts.
 2. The Pack will attempt to hold no fewer than two or three campouts per year in warmer months.
 3. A parent or guardian is required to accompany Cub Scouts during every campout. Family participation is encouraged. No animals or pets will be permitted at campouts.

4. Nearly every camping event will include advancement opportunities or training in basic Scout skills, which may count toward rank advancement and other awards.
5. Our camping program will include activities and events that are appropriate for first through fifth grade boys. These may include, but are not limited to day-hikes, bicycling, field games, cooking with parents, compass courses, campfire programs, skits, songs, etc. Backpacking, mountain climbing, rappelling, whitewater rafting, etc., are not age-appropriate events as defined by BSA guidelines; boys will be presented with many of these opportunities once they graduate to the Boy Scout program.
6. It is nearly impossible to schedule pack events where they do not conflict with soccer, baseball, basketball, karate, etc. The Pack Leadership Committee will attempt to pick weekends that are most appropriate based on school, district, and local calendars. If a boy has a scheduling conflict for part of a local event, he should plan on attending as much of the event as possible once the conflicting event is complete. Please do not let a two-hour event prevent a boy from attending a two-day long camping event.
7. The pack will consider camping at any facility that complies with BSA policies and the BSA publication "Guide to Safe Scouting". This means that we will use private land, private campgrounds, and public parks in addition to BSA-owned property to fulfill our outdoor program objectives. At times, amenities such as showers and hot running water may not be available.
8. Electronic entertainment equipment (EEE) will not be allowed by anyone on camping trips (walkmen, radios, gameboys, laser pointers, etc.) The focus during campouts should be learning about and having fun outdoors.
9. Electronics that serve a specific utility purpose (weather radios, cell phones, medical equipment, 2-way radios, GPS units, etc.) are permitted.
10. Equipment requirements and suggested packing lists may be obtained from the Pack leaders. Specific safety regulations will be addressed in a separate document (Pack 19 Camping Guidelines).
11. Any new, non-established camping facility must be visited, inspected, and approved by two or more representatives of the pack before an event can use that facility, in order to ensure it is safe, clean, and appropriate.

V. **Other**

A. Family Participation

1. Family Participation is critical to the success of your son in the scouting program.
2. Cub Scouting is not a childcare service. In the event a parent cannot be in attendance with the scout, s/he will ensure the Den Leader has at least two emergency contact names and numbers. The parent will arrive promptly at the end of the meeting to pick the scout. If alternate transportation is arranged for a scout, the Den Leader must be notified, including the name and contact number of the responsible party providing transportation.

3. First through Fifth grade boys cannot be expected to remember all the important information that is communicated at each meeting.
4. Parents will not understand how to help their boys if they are not involved in the program. Much of the program material must be completed at home.
5. Parents are expected to assist their Den Leaders and the Pack on occasion.
6. Parents make up all of our key leader and committee positions. If you want to ensure a strong, complete scouting experience for your son, GET INVOLVED!
7. At least one parent is required to attend campouts with their scout.
8. Parents are expected to intervene when matters of discipline (beyond the Den Leader's control) come to their attention.
9. Our pack considers family cohesiveness very important; most events allow for the entire family to participate. Siblings are welcome to attend campouts, meetings, outings, and events, provided they are actively supervised by a parent or guardian. Some events, such as the Raingutter Regatta and Pinewood Derby, will even have a 'Open' category where the sibling(s) of scouts may compete. Please keep in mind, however, that Cub Scouts is ultimately an experience for your son; not all meetings and events will be appropriate for siblings. Please try to prevent attending siblings from being a distraction during these types of events or activities.

B. Youth Protection

1. Scouting is considered to be a "safe haven" for everyone ... adults and youth alike.
2. The Pack and the BSA has a zero-tolerance policy for anyone who places a child in an unsafe or compromising situation.
3. All registered leaders must complete the BSA Youth Protection Training. This training must be renewed annually per BSA policy. Parents are also strongly encouraged to complete this training. It can be completed online; ask your Den Leader or Cubmaster for a link, or visit our website.
4. The Pack will strictly adhere to guidelines set forth in the Youth Protection Training program.
5. No adult will be alone with any child (unless the child is his/her son or daughter).
6. Children will only be allowed to sleep in tents with their parents.
7. Pack leaders must report suspected child abuse to the proper authorities immediately per BSA policy.
8. Pack 19 will make every effort to protect safety of all children involved in its scouting activities. Web site publications will never provide publicly accessible information that could allow someone to link a child's name, address, and/or photo together. Any other public publication that links a child's photo with his/her name will require adult authorization prior to issue.

C. Tobacco and Alcohol Use

1. BSA policy prohibits the use of tobacco products in the presence of its youth members; this prohibition includes all forms of tobacco products: cigarettes, snuff, cigars, chewing tobacco, etc.
2. Tobacco use is forbidden on BSA property.
3. If adults must use tobacco products, they should do so in a place that is unobservable by the Scouts.
4. Alcohol is never permitted on any Cub Scout activity or on BSA property.

D. Adoption of Bylaws

1. The original publication of these bylaws for BSA Pack 19 were reviewed and adopted by the Pack Leadership Committee via two-thirds majority vote on [/ /].
2. These bylaws are intended to be a living document. Changes can be made, subject to the terms and conditions described below, as the needs of the pack change.

E. Bylaw Amendment Procedures

1. Suggestions for amendments, additions, or deletions can be made in writing by any of the following individuals:
 - a. Any parent of a registered Cub Scout in Pack 19
 - b. Any registered leader in Cub Scout Pack 19
 - c. The chartered organization leader
 - d. The chartered organization's Scouting Coordinator
 - e. Our assigned District Executive or other professional Scouter
 - f. Our Unit or District Commissioner
2. Suggestions for amendments, additions, or deletions must be submitted in writing to a member of the Pack Leadership Committee and must be signed and dated by the requestor.
3. The Leadership Committee will review the request during the next monthly meeting following the request, and will vote on adoption of the change, unless there is a question about compliance with BSA policy or regulations. In this case, research will be conducted and the vote will be tabled until the next monthly meeting. If it is determined that the request violates BSA policy, a member of the committee will notify the requestor and no vote will take place.
4. A two-thirds majority vote of the members present will be required to adopt the change. Members may elect to vote via email if their unable to attend in person.
5. After a change is made, parents in the pack will be notified verbally at the next pack meeting. Additionally, notification of the change may be posted on the Pack web site.
6. Bylaws will only be distributed once per year, unless major changes take place.

F. Bylaw Acknowledgement

1. Parents must sign an acknowledgement form once they receive a copy of the bylaws.

2. This acknowledgement provides a record to the pack leaders that a given parent has received his/her copy and will commit to read and abide by the contents therein.
3. Participation in Pack events is not permitted by a Cub Scout until this acknowledgement, signed and dated, is received.

Policy Approval:

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| Name | (Title) | Date |
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| Name | (Title) | Date |
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Bylaws Adult Leader and Parental Signature Page

I understand that many Cub Scout activities and events, including but not limited to camping, parade floats, bike rodeos, meetings, outings/field trips, etc., may involve a certain degree of risk. I have carefully considered the risks and have given members of my family, as well as any others entrusted to my care, permission to participate in those activities. I agree to hold blameless leaders and members of Pack 19, Boy Scouts of America, Kensington Elementary School PTO, Union County District Schools, or landowners and operators of any facilities used during such activities for any accident or injury that may occur. I acknowledge that I am ultimately responsible for the well-being and safety of my family members and my guests during such activities.

I will allow Scouting activity photographs of my family members to be used to Pack newsletters, recruiting posters, newspaper articles, web sites, or other scouting-related publications and displays. I have the right to request any images to be removed from such use and will allow for a reasonable period of time to have my request fulfilled.

I hereby certify that I have received a copy of the NC Pack 19 bylaws. I understand that conformance to these bylaws and the liability terms specified above are required to participate as a member of Pack 19.

Parent's Name

Date

Parent's Signature

Cub Scout Name(s):
