

PG 196

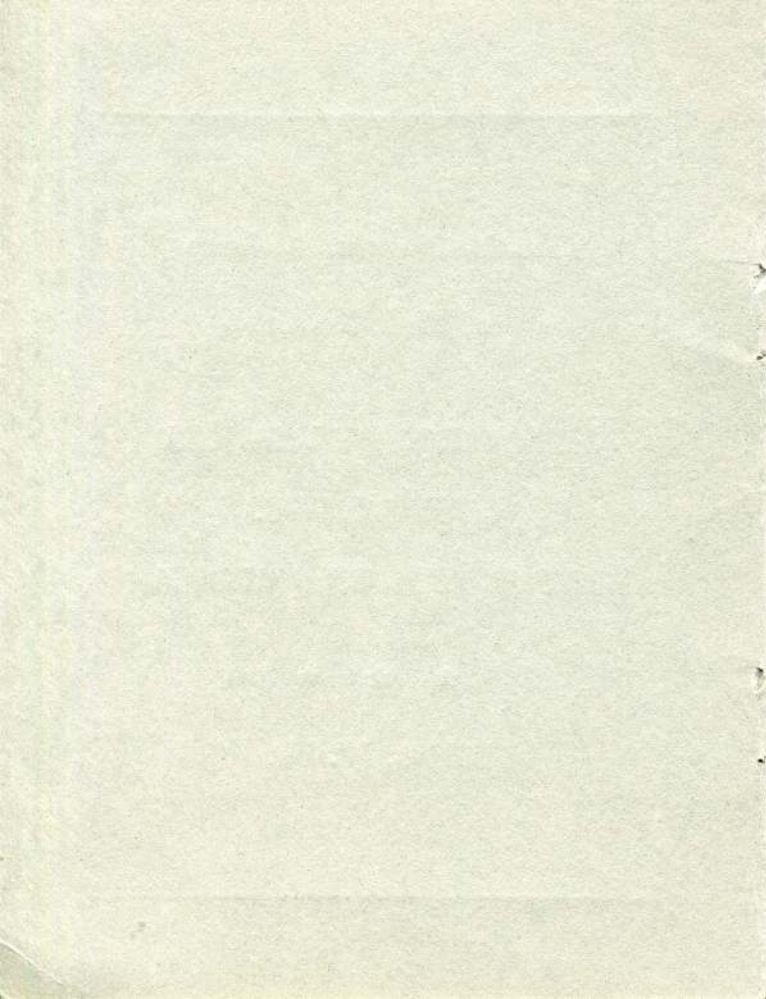
Constitution and By-Laws  
of Pack No.

CENTRAL WEST VIRGINIA  
COUNCIL, INC.

BOY SCOUTS OF AMERICA



Elkins, W. Va.



**CONSTITUTION AND BY-LAWS  
OF PACK NO.———**

**CENTRAL WEST VIRGINIA COUNCIL, INC.  
BOY SCOUTS OF AMERICA  
ELKINS, W. VA.**

**PREAMBLE**

The purpose of this organization shall be to promote, through organization and cooperation with others, the ability of boys to do things for themselves and others, to train them in cub-craft and to teach them patriotism, courage, self-reliance and kindred virtues, using the methods which are now in common use by cub scouts.

By placing emphasis upon the Cub Promise and law for character development, citizenship, training and physical fitness.

**Article 1 — Name and Insignia**

Section A — The name of this organization shall be Cub Pack No. ----- of -----

-----  
Section B — The Insignia shall be the official insignia of the cub scouts as recognized by the Boy Scouts of America.

Section C — The uniform shall be the official regulation Cub Scout uniforms as prescribed by the Boy Scouts of America.

## **Article II — Meetings**

Section A — Committee meetings shall be held on the \_\_\_\_\_ immediately preceding the \_\_\_\_\_ of the month at a time and place agreeable to the majority of Committee members.

Section B — Pack meetings shall be held on the \_\_\_\_\_ evening of each month at the \_\_\_\_\_

Section C — Den meetings shall be held once each week at the home of the Den Mother or a suitable place which she designates.

## **Article III — Objects**

Section A — To better the relationship between family and son in regard to home and community, to encourage father and son relationship and to assist in preparing him for his requirements and qualifications as a tenderfoot scout.

## **Article IV — Laws**

Section A — Fundamental and basic laws for the government of the organization shall be its constitution and by-laws.

Section B — Roberts rules and regulations shall govern all business procedure.

## **Article V — Qualifications of a Cub Scout**

Section A — Any boy is eligible who is at least eight (8) years old and not yet eleven (11)

and possesses the prescribed qualifications of the B. S. A. and Pack ----- Committee, can obtain membership in Cub Pack ----- and will be assigned to a den within reasonable distance of his home after the following requirements have been met:

1. Each prospective cub shall attend two den meetings and one pack meeting before being accepted.
2. The parents of each prospective cub shall attend one committee meeting and sign enrollment card for the cub at the meeting.

#### **Article VI — Organization and Officers**

Section A — This organization is founded by the authorization of and chartered with the Boy Scouts of America and shall be conducted by a representative form of government.

Section B — There shall be elected a cubmaster, a chairman, a secretary, and a treasurer who shall be the standing officers of this organization.

Section C — The officers of this organization shall be nominated at the February committee meeting and elected at the regular committee meeting in March, taking office on April 1st following election for a period of one year and they shall exercise respectively all duties of such office and such other powers and duties as may be

imposed upon them by the constitution and by-laws of this organization.

### **Article VII — Authority to Vote**

Section A — All active committee members shall have voting power, but must be present at committee meetings regularly to exercise this right as no proxy votes will be recognized.

### **Article VIII — Constitution**

Section A — This constitution may be amended at any regular or special meeting of the Pack Committee, providing the amendment carries the majority of active committee members present.

## **BY-LAWS**

### **By-Law I — Committee Meetings**

Section A — The Chairman of this organization, or in his absence the Cubmaster or in his absence any other officer, shall call the regular committee meeting to order in the following line of business:

1. Reading of minutes of previous meeting.
2. Reading of communications and correspondence.
3. Treasurer's report.
4. Bills payable.
5. Committee reports and den discussions.
6. Old business.
7. Cubmaster's report.
8. New business.
9. Remarks for good of pack.
10. Adjournment.

Section B — No business will be transacted at any regular Pack meeting except such business as set up by Pack Committee. Said meetings being set forth for education, entertainment and advancement of cubs and their parents, all other business transactions being conducted at a regular or special committee meeting at a time and place agreed upon by the committee.

### **By-Law II — Cub Scout Regulations**

Section A — A cub scout shall be suspended or dropped from membership for absence from two (2) consecutive den meetings, and one (1) Pack Meeting, unless excused for a just cause by the Cubmaster or Den Mother.

Section B — A cub scout shall be suspended or dropped upon the recommendation of Cubmaster to the committee for misbehavior at den or pack meetings and for any misconduct unbecoming a cub scout, either in uniform or otherwise.

Section C — In the event of suspension under Sections A or B, the parents of the suspended cub shall be notified of the reason of the suspension by two disinterested committee members who shall be appointed by the chairman.

Section D — All insignias supplied by Pack ----- pertaining to the Cub Scout program will be returned to Cub Pack ----- upon the dismissal for any of the foregoing reasons.

Section E — Any cub suspended under Section A or B, who applies for reinstatement, shall pay back dues in full unless ontherwise recommended by the Cub Pack committee.

### **By-Law III — Pack Personal Requirements**

Section A — Den Mother appointment to be approved by the Pack Committee. She must be at least 21 years of age and a citizen of the United States of America.

#### **Section B — Cubmaster:**

1. Must be 21 years of age or older and a citizen of U. S. A.
2. Must pass the requirements prescribed by B. S. A.
3. Must have taken, or agree to take, any available approved course in cub leadership.
4. Must serve three (3) months as assistant cubmaster or other committee activity prior to taking cubmastership.
5. Have a son who is a cub.

#### **Section C — Assistant Cubmaster: Qualifications same as cubmaster.**

Section D — Pack Committee Chairman must have served on Pack Committee as an active member. Registration with B. S. A. required.

Section E — Secretary must have served on active pack committee. Registration with B. S. A. required.



Section F — Treasurer must have served on active pack committee. Registration with B. S. A. required.

#### **By-Law IV — Quorum**

Section A — A quorum shall consist of two-thirds of the active Pack ----- committee members with a qualified member acting as chairman.

#### **By-Law V — Officers and Their Election**

Section A — All officers elected or appointed by Pack ----- are to be registered with the B. S. A. and are required to personally pay the necessary fee.

Section B — Vacancies occurring between elections shall be filled by the chairman for the unexpired term. Said appointment will be made at the first regular meeting of the Pack Committee at which the withdrawal or resignation is announced.

#### **By-Law VI — Duties of Committee and Officers**

Section A — Chairman:

1. He shall preside at all regular and special committee meetings.
2. He shall appoint all committees necessary for proper functioning of Pack business and is considered a member of all such appointed committees.

3. He shall submit an annual report to the head of the sponsoring institution at the end of the year on the status of the Cub Pack.
4. He shall exercise the right as a voting member.

#### Section B — Secretary:

1. He shall keep written record of all regular and special committee meetings and shall perform any other regular or special duties pertaining to this office.

#### Section C — Treasurer:

1. Shall maintain accurate record of all moneys pertaining to this organization and submit a complete financial report at each regular committee meeting.
2. Shall render a complete detailed financial report at the annual meeting held in March and be prepared to submit a financial report at any time on the request of the chairman.
3. All moneys shall be deposited in an approved bank and shall be drawn by vouchers signed by either the Cubmaster or the Treasurer.

#### Section D — Cubmaster:

1. Shall preside at all pack meetings.

2. Shall fulfill the requirements requested by the B. S. A. in regard to filing all required or requested forms including annual Pack Charter renewal and Cub registration.
3. He shall execute annual program of cubbing activities set up subject to the approval of the committee.
4. He shall be responsible for maintaining adequate supplies or cub investure and advancements.
5. He shall be charged with the selection of Den Parents and Den Chiefs.
6. He shall submit a report at each regular committee meeting of the activities of the Pack.

#### Section E — Assistant Cubmasters:

1. They shall assist the cubmaster and carry out all assignments given by the cubmaster in regard to den and pack activities and shall be capable of acting as cubmaster in his absence.
2. They shall act as a Visitation Committee at all Pack meetings.

#### Section F — Den Parents:

1. Shall maintain and provide quarters and supervise and assist cub scouts in den and pack activities. Number of members be from ----- to -----.

2. Shall provide cubmaster with record of all advancements and conduct.
3. Shall collect dues and keep attendance record, turning all money over to treasurer monthly at Pack Committee meeting.
4. Shall encourage the parents of all cub scouts to participate in all pack activities.

#### **By-Law VII — Dues, Fees, and Funds**

Section A — Each new cub scout upon admission will be required to pay fee equalling ----- cents a month payable monthly.

Section B — Den dues shall be ----- per week payable to the Den Mother.

Section C — All funds collected under Section A and B shall be used exclusively for Pack operation.

Section D — The Pack Committee may sponsor fund raising activities whenever a need for additional funds may occur, provided approval of B. S. A. is obtained.

#### **By-Law VIII — Property Ownership**

Section A — All property, real or otherwise, now in the possession of or later being purchased by the Pack shall be owned by the Pack and be in the custody of the prevailing Den Parents.

Section B — In case of disbandment of a den, all properties and funds shall be transferred to the Pack who will become the custodian of said property and funds.

## **By-Law IX — By-Laws**

Section A — By-Laws may be amended at any regular or special meeting of the Pack Committee, providing the amendment carries the majority of the active committee members present.

---

This was prepared by Commissioner M. L. Barr.

