

**SIKHS MOX LAMONTI LODGE
Order of the Arrow**

Lodge Rules

Article I. Name and Affiliation

Section 1.

The name of this Lodge of the Order of the Arrow shall be Sikhs Mox Lamonti #338 (S.M.L. #338).

Section 2.

The totem of the Lodge shall be the octopus.

Section 3.

The Lodge shall be affiliated with the Mount Baker Council Boy Scouts of America, to which it shall be chartered annually. The Lodge shall be under the administrative authority of the Scout Executive.

Section 4.

The Lodge shall have one chapter for each district. The boundaries of the chapters shall correspond with the boundaries set by the Council for each of the Districts.

Section 5.

The Lodge shall produce for uniform wear a pocket flap, and any other special insignia that is desired and approved by the Lodge Executive Committee (L.E.C.) and Scout Executive. Only members in good standing (Article III Section 2) may wear insignia of the Lodge.

Section 6.

The mission of the Lodge is to fulfill its purpose as an integral part of the Boy Scouts of America through positive youth leadership under the guidance of selected capable adults.

Article II. Membership and Election Procedures

Section 1.

Requirements for membership are those stated in the latest available edition of the Order of the Arrow (OA) handbook and the Guide to Inductions (GI).

Section 2.

All unit elections must be conducted by a Lodge approved election team and as stated in the latest available edition of the O.A handbook and the GUIDE TO INDUCTIONS

Section 3.

Any election not conducted in the appropriate manner shall be considered void.

Section 4.

The selection of adults for membership must be as stated in the latest available edition of the Guide for Officers and Advisers and the Guide to Inductions.

Section 5.

Arrowmen transferring from other Lodges must submit proof of membership in the O.A. Transfer will be complete upon payment of the annual Lodge dues and proof of being a member in good standing of the Mount Baker Council.

Article III. Dues and Induction Fees

Section 1.

Dues are to be collected from each member annually, the amount to be determined by the L.E.C. by no later than October 31 of the preceding year.

Section 2.

Each member must be a registered active member of the Mount Baker Council and current in lodge dues to be considered a member in good standing.

Section 3.

Dues are payable to the Council Service Centers, electronically and to authorized Officers and Advisers approved by the L.E.C.

Section 4.

An induction fee, set by the L.E.C., will be collected from each Ordeal Candidate at or before the time of induction.

Section 5.

All funds, including dues and induction fees, shall go through all normal Council accounting procedures.

Section 6.

The L.E.C. shall approve the annual budget before December 31 of the preceding calendar year. The budget shall be administered by the L.E.C. The Lodge Key 3 (Lodge Chief, Lodge Adviser, and Lodge Staff Adviser) shall have the sole authority to make such expenditures as mandated by the L.E.C.

Section 7.

The lodge staff adviser shall approve each expenditure.

Article IV. Honors

Section 1.

The requirements for Ordeal, Brotherhood and Vigil membership and Inductions shall be in accordance with the latest available edition of the GOA and the GUIDE TO INDUCTIONS

Section 2.

The fee for induction shall cover both Ordeal and Brotherhood membership. Each new member shall receive for their induction fee at the time of their Ordeal: a membership card, Ordeal sash, Order of the Arrow Pocket Device, Order of the Arrow Handbook, Lodge pocket flap, Lodge New Member Handbook and the remainder of the current year plus one full year of lodge dues.

Section 3.

Upon completion of the Brotherhood honor, each member shall receive for their induction fee a membership card and a Brotherhood sash.

Section 4.

Each new Vigil member shall receive a membership card, Vigil sash, Vigil pin, Vigil card, Framed Vigil Certificate at Lodge expense.

Article V. Lodge Officers

Section 1.

The elected officers of the Lodge shall be: Lodge Chief, Lodge Vice Chief of Cheerful Service, Vice Chief of Inductions, Vice Chief of Program, Vice Chief of Administration and Vice Chief of Communications.

Section 2.

Each lodge officer will demonstrate leadership by wearing the Scout uniform correctly, living the Scout Oath and Law and the Order of the Arrow Obligation and Admonition. Supports the goal of the Performance Measurement Program and the mission of the Order of the Arrow.

Section 3.

Each lodge officer will actively take part in the promotion of Section, Region and National Order of the Arrow events and opportunities.

Section 4.

The duties of each lodge officer will be:

Lodge Chief

- Sets the agenda and presides at Lodge Executive Committee meetings.
- Supports and regularly communicates with all lodge officers.
- Serves on the council camping committee.

- Represents the lodge at the section level.
- Meets with the key three Lodge adviser and staff adviser as needed (minimum of 3 times a year).
- Oversees the lodge annual business meeting.
- Presents a report to the Council Executive Board bi-annually and the State of the Lodge address at the lodge banquet.
- Oversees the creation of the lodge plan book.
- Oversees the creation of the lodge budget.
- Oversees the creation of the lodge calendar.
- Responsible for lodge recognitions and awards.
- Appoints vigil chief.

Vice Chief of Cheerful Service

- Assumes the duties of the Lodge Chief in their absence.
- Responsible for coordinating and supporting the chapters' program.
- Serves as an active member of the council properties committee.
- Responsible for coordinating all lodge service projects.
- Responsible for coordinating all lodge camping promotion activities.
- With the guidance and approval of the LEC, appoints and oversees a committee responsible for the Unit Representative program.
- Oversees lodge ceremony site committee.
- Other duties as assigned by the Lodge Chief.

Vice Chief of Inductions

- Responsible for coordinating and supporting unit elections for all units in lodge.
- Oversees lodge ceremonies.
- Oversees planning of Induction weekends. The Vice Chief of Inductions will appoint an Ordeal Master who will lead a committee responsible for planning and executing an Induction weekend. An Ordeal Master will be designated for each individual Induction weekend.
- Oversees development and maintenance of all ceremonial costuming and equipment.
- Oversees elangomat and nikmat programs.

Vice Chief of Program

- Responsible for leading the planning and execution of all lodge wide activities including fellowships and lodge annual banquet. Supports the Ordeal Master in planning and executing induction weekends.
- Responsible for planning and execution of leadership development opportunities for the L.E.C. in the form of the Lodge Leadership Development (LLD) weekend and opportunities for the entire lodge such as training at lodge fellowship activities.

- Supports vigil chief to plan and execute vigil weekend.
- Oversees lodge cooking committee.

Vice Chief of Administration

- Responsible for the recording of minutes of all meetings of the lodge and the lodge executive committee.
- Responsible for maintaining lodge unit election records.
- Responsible for collection of lodge annual dues.
- Responsible for maintaining lodge membership records and production of membership cards.
- Oversees lodge financial records and reports the lodge's financial status to the Lodge Executive Committee.
- Responsible for lodge auctions.
- Responsible for recording lodge history.
- Responsible for all lodge merchandise.

Vice Chief of Communications

- Responsible for coordinating lodge communications platforms, including social media accounts, the Octi-Ink, and text/email distribution.
- Responsible for marketing all Order of the Arrow lodge, section, regional and national activities.
- Responsible for developing an annual lodge communications plan.

Chapter Chiefs

- Oversees all chapter officers and committees.
- Sets agendas and presides over all chapter meetings.
- Ensures the Order of the Arrow has a visible presence at all district roundtables and events.
- Attends meetings of, and works with, the District Camping Committee.
- Attends all meetings of the Lodge Executive Committee.

Section 5.

Any elected Lodge officer may resign from their office prior to the conclusion of their term. They will first notify the Lodge Chief of their intention to resign, and their date of resignation, prior to announcement to the full L.E.C. No vote is required by the LEC to remove a resigning officer from their position.

Section 6.

Any elected Lodge officer may be removed from their office by a vote of two-thirds of the L.E.C. The vote shall be by secret ballot and counted by at least two impartial Advisers.

Section 7.

The Lodge Chief, with approval of the L.E.C., may appoint persons to fill any vacant Lodge office.

In the case of the Lodge Chief, the Scout Executive, upon recommendation of the L.E.C. and the Lodge Adviser, shall appoint a person to fill the remaining term.

Article VI. Chapter Operations

Section 1.

The elected officer positions of the chapter shall be approved by the L.E.C.

Section 2.

The Chapter Chief with the consent of their Adviser may appoint other committee chairmen as needed to carry out the business of the chapter.

Section 3.

The duties and purpose of the chapter are those stated in the latest available edition of the O.A handbook and G.O.A.

Article VII. Election and Installation of Officers

Section 1.

The officers of the Lodge shall be elected at the Lodge Annual Business Meeting (L.A.B.M.). Each officer must be under twenty-one years of age for their entire term of office. The term shall begin at the beginning of June, and will conclude in June of the following calendar year.

Section 2.

Officers of the chapter shall be elected at the L.A.B.M following the election of lodge officers. Each officer must be a youth member in good standing for their entire term of office (Article III Section 2). The term shall begin at the beginning of June, and will conclude in June of the following calendar year.

The chapter business meeting is a part of the L.A.B.M, and is one of the things that must take place before the L.A.B.M. is concluded. The chapter business meeting may be concluded at a date after the L.A.B.M, but it must be completed within 30 days of the L.A.B.M.

Section 3.

Upon leaving office for any reason, any Lodge or Chapter officer, or Lodge or Chapter Adviser, shall immediately relinquish all Lodge property to the L.E.C.

Section 4.

The following Lodge Officer Election procedure will be used:

Sub-section A

After the nominations for a given office are declared closed, the designated chapter youth representative, shall poll their

youth members to determine how they will cast their votes. Such a poll shall be taken before each ballot.

Sub-section B

Each chapter may cast one vote per youth member present at the time of the election, up to a maximum of 10 votes, for each office on all ballots. The designated chapter representative must cast their votes in proportion to the poll of the delegates (in whole votes, not fractions). The Lodge Key 3 has final authority to determine delegation eligibility. Members must be actively participating in the L.A.B.M, whether physically or through virtual meeting formats (including telephone, virtual meeting platforms such as Zoom and Google Meet, etc.), in order to vote.

Sub-section C

A nominee must receive a majority (one vote more than fifty percent) of the votes cast on a given ballot to be elected (abstentions do not count as votes cast). Where a majority is not achieved, the nominee(s) receiving the least number of votes is (are) dropped and another ballot is taken. This procedure continues until one nominee achieves a majority and is declared elected, or until two ballots in succession result in tie votes and the balloting is declared deadlocked.

Sub-section D

When balloting is declared deadlocked, the youth conducting the election (Note: This is the lodge chief or a youth appointed by the lodge chief and approved by the lodge adviser) will announce to the voting delegates that one more vote will be taken to break the tie and, if another tie results, they shall cast sufficient votes for the nominee of their choice to achieve a majority and declare the candidate elected.

Article VIII. Lodge Executive Committee

Section 1. Voting members of the Lodge L.E.C. shall be the elected Lodge officers (excluding the Lodge Chief), the Chapter Chiefs (or a designated chapter representative), and the immediate past Lodge Chief while they are under the age of 21.

Sub-section A

The Lodge Chief may only vote after a decision has ended in a tied vote twice concurrently.

Sub-section B

The Lodge and Chapter Advisers and Associate Advisers, Committee Chairmen and Advisers, Staff Adviser, and Scout Executive serve as non-voting members of the L.E.C.

Section 2.

L.E.C. meetings shall be presided over by the Lodge Chief. If the Lodge Chief is not able to preside then the order of succession shall be the

following: Lodge Vice Chief of Service, Vice Chief of Inductions, Vice Chief of Administration, Vice Chief of Communication, and Vice Chief of Program.

Section 3.

The responsibility for conducting all the affairs of the Lodge shall rest with the L.E.C.

Section 4.

Meetings of the L.E.C. shall be held a minimum of six times a year. In addition, the Lodge Chief may call, with the approval of the Lodge Adviser and Staff Adviser, a special meeting at any time.

Section 5.

The quorum for any L.E.C. meeting shall be at least five voting members and at least two appointed Advisers and at least 2 of the 3 chapters represented as designated by the chapter chief. A vote to conduct business of the Lodge cannot occur without the quorum.

Section 6

In the absence of a Chapter Chief, a youth member may be appointed by the chapter chief (or lodge chief if they are not available) as a voting representative at L.E.C. meetings.

Section 7

Lodge officers may not appoint a representative to vote on the L.E.C. meeting in their absence. They may appoint a representative to sit on the L.E.C. as non-voting member in their absence.

Section 8

Each Lodge Officer shall oversee committees as specified in Article XI Section 1.

Article IX. Committees

Section 1.

The Committees of the Lodge shall include:

Sub-section A – Cheerful Service

OA Unit Representative, Service

Sub-section B - Inductions

Elangomat, Ceremonies, Elections, Ceremony Equipment, Ceremony Site

Sub-section C - Administration

Auction, Merchandise, History

Sub-section D - Program

Planning, Cooking, Training

Sub-section E – Communication

Social Media, Web Development, Octi-Ink

Section 2

The Lodge Chief shall appoint other committees as may be required with the approval of the Lodge Executive Committee. All chairmen shall be under the age of twenty-one and have one Adviser.

Article X. Special Rules

Section 1. The L.E.C. will approve the Lodge calendar covering the next two years prior to December 31 of the preceding calendar year.

Sub-section A

The annual Lodge calendar shall include at the minimum the following events:

Lodge Annual Business Meeting, two ordeals, one fellowship, Lodge Banquet, Vigil Honor Weekend, and Lodge Leadership Development (LLD) Trainings. Other activities may include camp service weekends, summer camp Brotherhoods, Community Service, and other activities approved by the Lodge Executive Committee.

Section 2.

All meetings conducted in the Lodge shall open with the obligation and close with the O.A. song.

Section 3.

This Lodge has selected the regalia of the Pacific Northwest Coast Indians for use in ceremonies, because of our geographical location. Only Lodge owned regalia may be used in any induction ceremony, except when permission has been given by the Lodge Chief, Lodge Adviser, and all participating ceremony team members. The regalia of the Lodge will never be publicly identified as authentic.

Section 4.

These rules may be amended at any meeting of the Lodge; provided the amendment has been submitted to the L.E.C. at least one month prior to the meeting and due notice has been sent to all active members at least fifteen days prior to the meeting. Any amendment requires a majority vote of all youth lodge members present.

Section 5.

Final dispute over the interpretation of these rules shall rest with the Scout Executive.

Section 6.

All Lodge rules shall be in harmony with the policies of the National Order of the Arrow Committee.

Section 7.

Adult Scouters, age 21 and older, do not have a vote in matters of Lodge business.

Section 8.

Membership records kept by the Lodge Administrative Vice Chief shall be considered the official records of the Lodge.

Section 9.

Allowances for all planned patches must be included in the annual budget at the beginning of the Lodge's program and fiscal year. Upon the creation of a new patch, one copy each shall be given to the Fire Mountain Scout Camp museum and the patch designer with the exception of earned awards. One copy of each patch shall be retained for inclusion in the Lodge's history archives. Two copies are to be provided to the Council: one for the annual patch collection for the annual Council auction, and one for the Council history collection.

Section 10.

The lodge will set aside 10 copies of each lodge flap designed to be auctioned off for fundraising.

Section 11.

All L.E.C. meetings and the L.A.B.M. shall follow parliamentary procedure.

Section 12

The lodge annual calendar shall follow the calendar year.

Adopted: 6/95

Revised: 6/99

Revised: 5/00

Revised: 3/02

Revised: 1/03

Revised: 10/16

Revised: 10/18

Revised: 10/19

Revised: 5/21