

BY-LAWS

TROOP 458, Eagan, Minnesota 2025

Purpose

These Bylaws of Troop 458 are established as a constitution by which the youth and adult registered members of the troop operate. Without this constitution, neither the youth nor the adults recognize any standards by which the troop functions. This guides both the youth and adult leaders in the direction agreed upon. Created by the Troop Committee, these Bylaws are accepted and agreed to by all parties concerned with the success of Troop 458 Eagan, Minnesota, Scouts BSA, and Woodcrest Church.

Guidelines For By-Laws

The creation and adoption of these Bylaws is not meant to create confusion or disharmony in, among, or between any of the interested parties involved in the operation of Troop 458. They are here only to serve as a tool by which Troop 458 may operate more effectively as a youth centered organization through which young men may grow and develop a variety of skills.

Adult leaders and parents need to be aware of the need for simplicity in the structure of the Bylaws of the troop. Major concerns should be the safety and welfare of the troop and its members. Democratic resolutions will contribute greatly to the success of the implementation of these Bylaws.

Revisions and Reviews

These Bylaws were first established in 1992 and revised in 2024 by the Troop Committee and Scoutmaster. Revisions to these Bylaws may begin immediately following their implementation but may only be reviewed and adopted into the Bylaws during the recharter process.

This constitution may be amended at a Troop Committee meeting of this organization by a 2/3 vote of the members present. For purposes of amending this constitution, a quorum shall be defined as 25% of the membership of the Troop Committee. Written notification will be made to the Troop Committee for discussion prior to the final vote.

Organization

The troop is organized under the leadership of the adult Scoutmaster, Assistant Scoutmasters, and the Senior Patrol Leader. Individual scouts are organized into patrols under the leadership of a Patrol Leader and Assistant Patrol Leaders.

The Senior Patrol Leader is aided by the Assistant Senior Patrol Leader, Quartermaster, Chaplain, Historian, and any other positions voted on by the scouts.

Elections are held every six months for leadership position and are voted on by the active scouts in the troop.

Youth Membership

- A. Eligibility for Membership - For membership in Troop 458 a youth and his parents/guardians must accept the following conditions:
 - 1. A young man seeking membership must have graduated from the fifth grade of public or private school, or have earned the Arrow of Light Award, or be eleven years of age but not yet eighteen.
 - 2. The new scout and parents/guardians must be willing to conform to the policies and Bylaws of Troop 458.
- B. Registration with Scouts BSA - Each boy who desires to join scouting will need to register at <https://www.goscouting.org/>. Registration fees for Scouting BSA will be paid at this time and annually on the anniversary of their initial registration.
- C. Troop Dues - To pay for general expenses incurred for Troop activities and events, the Troop charges semi-annual dues charged to each active scout's Scout Account in December and June.
- D. Troop Camping Fees – Each scout participating on a campout will be charged a standard fee per campout attended. Campouts with additional activity costs will be communicated and charge to the scout's Scout Account. Dues and fees are updated each year by the Committee based upon needs and inflation and will be communicated annually. Any high adventure installment payments will also be set on a schedule and paid in advance of participating.
- E. Scout Accounts – These are accounts that are maintained for each scout by the Troop Treasurer. Scout account balances are increased by profits received from fundraising and payments made by parents. Scout account balances decrease by dues and camping fees incurred. The Troop Treasurer will communicate scout account balances periodically to parents. If credits earned by a scout are not sufficient to cover activity fees, contributions are required to cover Troop activities costs. A negative Scout Account balance indicates an amount owed to the Troop and arrangements should be made to provide funds to the Troop Treasurer. Scouts with negative balances of \$200 will be requested to pay down their balance before continuing in additional troop activities.
- F. Credits & Profits – Credits are given for a scout's contribution of hours worked related to paid fundraisers and profits of individual product sales earned through certain fundraisers. Scout Account funds can only be used for scouting activities and expenses like Annual Dues, Camping Fees, or scouting service project and ceremonies costs. Credits may be transferred between sibling accounts but cannot be transferred to other scout accounts. Upon withdrawal from the organization, any remaining positive scout account balance will be kept by the troop for general use. Credits will not be distributed back to a scout in any other method due to IRS tax code. Exceptions may be made to transfer funds to another scouting organization with Troop Committee approval.
- G. Uniform - All registered members of the troop are responsible to maintain and wear a Class A Uniform at all scout functions, shirt with appropriate patches. Belts, sashes, pants, neckerchiefs w/slide, and hats are optional items and most certainly may be worn.
- H. Handbook - Each Boy Scout is issued a personal copy of the current Official Boy Scout Handbook upon his first registration with the Troop. It is the Scouts responsibility to keep an up to date, accurate record of his advancement in the troop in his handbook. If his book is lost or destroyed, a replacement should be purchased.
- I. Attendance - Troop meetings are held on various Mondays throughout the year. Scouts are encouraged to attend as many troop meetings and scout functions as they can. Attendance at scout meetings preceding an event is strongly encouraged to participate in that event. Active participation is a requirement for each rank and will be assessed by the Scoutmaster during each rank's Scoutmaster Conference.

Advancement

Advancement in ranks shall be governed by rules and regulations as approved by the National and Local Councils of Scouts BSA. Earned advancement in the Official BSA Handbook can be signed off only by the following: Scoutmaster, Assistant Scoutmaster, Senior Patrol Leader, Troop Guides, Instructors, or any trained adult leader of Troop 458. Merit badge achievement must be under the guidance and approval of a registered Merit Badge Counselor.

Leadership requirements for the ranks of Star, Life and Eagle are more complex and time consuming than Tenderfoot, Second Class, and First Class Scout. To fulfill the responsibilities of these positions several of the requirements change. The scout begins to earn the respect of his fellow scouts in the troop by taking training and using leadership skills and by taking charge of assigned responsibilities for his leadership position. Attendance, communication, commitment, attitude, and respect are attributes that are looked at. Serving in a leadership position is a requirement for most ranks and will be assessed by the Scoutmaster during each rank's Scoutmaster Conference.

Each scout must participate in a Scoutmaster's conference and Board of Review to advance in rank.

Fundraisers

Proceeds earned will be credited to their individual scout account. All scouts (along with their parents) can participate in these activities.

For scout-based fundraisers, the profits earned by each scout will be credited to their individual scout accounts (examples are popcorn, plant, wreath selling fundraisers).

For large group fundraising opportunities, proceeds from the fundraiser will be credited to the scout's account and based on the proportionate time invested in the fundraiser by the scout (examples are time-based opportunities where organization receives a lump-sum donation).

Service hours will not be given for any paid or fundraising function by the troop. Service hours should be something the boy or boys seek out on their own or something assigned by the Scoutmasters as any charitable action.

Financial Assistance

The Troop may maintain a Financial Assistance Fund ("FAF") for the purpose of providing financial assistance to Scouts whose families are financially unable to participate in certain Troop activities. The Troop has a limited fund to help Scouts who may need assistance paying their annual dues or covering the cost of selected events. Scouts BSA and the Troop do not want cost to prevent interested boys from joining or being active Scouts! These funds are need-based and applied on a first come first served basis. Any Scout's family that needs a scholarship or assistance is encouraged to approach the Troop Committee or the Scoutmaster directly to discuss their need and submit a confidential application. Any information about need will be kept strictly confidential. Scholarships covering dues may be partial or full depending on the Troop's budget and the family's circumstances. All scholarships or Assistance funds are applied at the discretion of the Scoutmaster with the approval of the Troop Committee.

Scholarship and Assistance funds come from the Troop's budget and represent money from everyone past or present in the Troop. Therefore, in order to receive Scholarship or Assistance funds the Troop expects Scouts and their families to be active and contributing members of the Troop, submit an application and meet certain requirements.

Requirements to receive scholarship or assistance funds:

- Be an active Troop member attending a majority of Troop meetings and other events.
- Participate in Troop fundraising activities.
- Parent or guardian to be an active volunteer with the Troop.

Any recipient who receives scholarship or assistance funds but does not meet these requirements may not be eligible for such funds in the future.

Adult Membership

- A. Eligibility for Membership - Adults seeking membership in Troop 458 must apply through the Northern Star Council, meet the requirements defined by Scouts BSA and Scouting America, complete Youth Protection Training ("YPT"), and be approved by the Chartered Organization Representative.
- B. The troop will pay for food/meals for leaders prepared at troop campouts and adults will not have to pay camping fees unless incremental individual activities fees are incurred. Meals outside of those prepared at camp will require the adult to pay for meal expenses.
- C. Uniform - The same policy of the scouts will apply to the adult leadership.
- D. Training – Each registered adult is required to complete YTP bi-annually and should take adult leader training specific to their role and use that training to work successfully with the Scouting America, Scouts BSA, Scoutmaster, and the Troop Committee to ensure the best program possible for the registered youth in the troop.
- E. All adult registrations and applications must be approved by the Chartered Organization Representative.

Troop Committee

The Troop Committee is made up of Committee Chair, Scoutmaster, Treasurer, and Scribe. Other positions include but not limited to Advancement Chair, Membership Chair, Quartermaster, Fundraiser Chair, Training Chair, and Merit Badge Coordinator. Troop Committee meetings are presided at by the Committee Chair. All positions must be approved by the Committee. The Troop Committee shall meet once per month on an evening to be decided by the Committee. Committee members will be required to participate in meetings and activities as needed.

Scoutmaster's Responsibility

The Scoutmaster's primary function as adult advisor is to ensure the successful growth of each scout's abilities as a troop leader. The Scoutmaster monitors not only the combined effort of all the youth leaders of the troop but also the individual effort of each scout as he progresses through the six ranks of advancement. A Scoutmaster Conference for each scout must precede the scout's Board of Review.