

1st Waterloo Venturer Scout Company By-Law

Sponsor

The Company, being a part of 1st Waterloo Scouts, recognizes All Saints Anglican Church as its sponsor.

Membership

Membership is open to youth aged fourteen to seventeen, provided they are willing to make and keep the Scout Promise and Law. Prospective members should participate in three meetings and one camp or fund-raising activity before formally joining the Company.

Members will be accepted by 2/3 majority of current members. The decision will be taken by open vote in the absence of the prospective member. Criteria for acceptance will include evidence of commitment to carrying out the Scout Promise and Law, degree of participation in all activities, and degree of engagement in the Venturer process.

Removal of member shall be by 3/4 majority vote. Removal will be a last resort. Grounds for removal will include persistent violation of the Scout Law, violence or verbal abuse of other Company members, theft from the Company or members or willful destruction of Company property.

Executive

The executive shall consist of the following positions: President, Treasurer, Secretary and Quartermaster.

Executive members will be elected by open vote. A simple majority will be enough to elect a member. Executive members shall serve for the full Scouting year.

Executive duties will be as follows:

President: chair all Company business meetings; represent the Company to Group Committee and other groups

Treasurer: responsible for Company funds including maintaining a bank account and producing financial reports as required

Secretary: keep records of Company business; stand in for the President in other duties if the President is unavailable

Quartermaster: responsible for purchase, maintenance and storage of Company kit

Executive members may be removed from their role if they are failing to perform adequately. Removal will be a last option and will only be taken after speaking with the member and seeking support from Advisors. Removal, should it be taken, will be decided by open vote with a simple majority sufficient to make the decision.

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Advisors

Advisors shall be adults and at least twenty-one years of age. The Company will at all times have at least two registered Advisors. Advisors must complete Scouts Canada's screening process.

Advisors should have current First Aid training.

Prospective Advisors must attend 6 of 10 consecutive of business meetings. The decision to welcome a prospective Advisor will be by unanimous vote of Company members.

Removal of an Advisor shall be a last resort and shall be decided by majority vote of Company members. Grounds for removal of an Advisor will be the same as for removal of a youth member OR if the Advisor becomes ineligible for membership in Scouts Canada. If the Company is considering removing an Advisor, support will be sought from the other Advisor(s) or Group Commissioner.

Finances

The Company will maintain a chequing account at BMO. Cheques will be held by the Treasurer. One bank card will also be held by the Treasurer; the card can not be used to make withdrawals.

Two signatures will be required on a cheque - at least one of those must be a youth; signing authorities will be Company Treasurer, Company President, two Advisors and 1st Waterloo Treasurer.

The Company will not give approval to spend unless there is enough in the bank to pay it.

Prior approval - expenses more than \$75.00 must be pre-approved; *if someone spends over \$75.00 a discussion will be held to determine if the expense will be reimbursed or not. If required, an open vote will be held and will require only a simple majority to make a decision.*

The Company Treasurer and President have the right to ask for an explanation of any expense **before** issuing reimbursement.

The Company is accountable to 1st Waterloo Group Committee for finances. The Treasurer will be prepared to provide a financial report to the Company at every business meeting. The Company will provide financial reports to 1st Waterloo Group Committee monthly. As per Scouts Canada policy, an annual financial statement will be produced as soon as possible after 31 August and submitted to 1st Waterloo Treasurer for inclusion in 1st Waterloo's financial statement.

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The Treasurer will provide, within 72 hours of receiving the request, a rough financial statement to any of: a current Company member or Advisor, 1st Waterloo's Treasurer or Group Commissioner, or the parent or guardian of a Company member.

Uniform

Uniform to be worn at formal 1st Waterloo events, public fundraisers, formal Scouts Canada ceremonies, when performing community service, or whenever circumstances dictate

Class A uniform consists of blue Venturer shirt, 1st Waterloo neckerchief, Venturer (or Woodbadge if earned) woggle, any earned badges and crests and dark coloured pants (dress pants whenever circumstances dictate).

Class B uniform consists of 1st Waterloo Roamers Company shirt.

~~First meeting of each month will be a Class A uniform meeting. [Used to be fourth Thursday of each month. Amended 28 September, 2017. Ayes: Tyler, Hieu, Linden, Zach, Matthew; Naves: none; Absent: Michael.]~~

Class A uniform will be worn to all business meetings. [Amended 25 January, 2018. Ayes: Tyler, Linden, Zach, Matthew, Michael. Naves: none. Absent: Hieu.]

Flags

The Company will keep a Venturer flag and a Canadian flag for use when needed. The Quartermaster will be responsible for storing the flags and replacing if they become worn.

Camps

Camps will not be booked until six weeks in advance and only if a sufficient number of members commit to attend.

Members who intend to attend camp must pay in advance. Camp fees, once paid, will not be refunded.

[This section added 22 February. Ayes: Tyler, Michael, Matthew, Zach, Linden. Naves: none. Absent: Hieu.]

Review of By-Laws

By-laws will be reviewed every year.

A 3/4 majority of members is required to amend the by-laws, and all members and advisors will be notified of any changes.

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References

Canadian Venturer Advisor Handbook
Rover Program Handbook
Scouts Canada By-law, Policies and Procedures