

BY-LAWS

68th LONDON VENTURER COMPANY



Venturer Promise

On my honour, I promise that I will do my best
To do my duty to God and the Queen,
To help other people at all times
And to carry out the spirit of the Scout Law



Venturer Law

A Venture is: Helpful and
Trustworthy, Kind and
Cheerful, Considerate
and Clean,
Wise in the use of all Resources

1. **Name:**

This Company shall be known as the 68th London Venturer Company. It is a Section of the 68th London Scout Group.

2. **Principles:**

This Company shall endeavor to live according to the Aims and Principles of Scouts Canada, to live by the Venturer Promise, and to design activities that will enable all Members to achieve the Venturer Program Objectives as described in the *Canadian Venturer Handbook and/or The Canadian Path*.

3. **Company Leadership Team:**

The Company Leadership Team consists of three individuals - the Company Leader and/or Co-Leader, the Treasurer and the Secretary. The only restriction on serving on the Company Leadership Team is that first year Venturers cannot hold Company Leadership Team positions unless there are not enough 2nd and 3rd years to hold the positions. All terms are at the Company's discretion. The Company Scouters do not sit on the Company Leadership Team.

3.1 The **Company Leader and/or Co-Leader** is responsible for the following tasks: He or she must compose an agenda for Section business meetings in conjunction with the Company Scouters. He or she will preside over the meetings. The Company Leader and/or Co-Leader will make temporary appointments to the Company Leadership Team to replace absent officers at Section business meetings, if two or more are absent. He or she must also maintain discipline. He or she will be the spokesperson for the Section.

3.2 The **Treasurer** is responsible for the following tasks: He or she must record all financial matters discussed and report these to the Company. There is one Company bank account. The Company Treasurer may have signing privileges, along with a Company Scouter, on payments from Company funds. The Company will approve fundraising activities and expenditures and the Treasurer will manage the Company funds and report on the state of Company finances at Company meetings. They must collect money owing from their section members for activities at the beginning of each meeting and maintain an up-to-date list of who has paid for camps, etc. and amounts paid out to cover expenses. They must go over said list with Company Scouters at the end of each meeting. They will also collect dues, if required, on a set date determined by them and announced, in advance, to the Company.

3.4 The **Secretary** is responsible for the following tasks: He or she must record the minutes of the Company business meeting and be prepared to present these in written form, if so requested. He or she will supply the Company Leader and/or Co-Leader with information about a previous meeting in order to plan an agenda. He or she will correspond with parties as necessary. He or she will keep a file of minutes and correspondence and Company decisions. He or she will receive a copy of the Treasurers' written reports for the records.

4. **Elections:**

Elections to the Company Leadership Team will be determined by attaining the greatest number of votes from all members of the Section. Elections shall be in secret and any member may abstain from voting. Mid-term elections may be needed when a member of the executive is not doing his/her job. The motion to have a mid-term election only needs to be passed by 50% of all registered members.

Where the Company Scouters do not feel a qualified committee can be assembled the Company Scouters or Group Commissioner may nominate the Venturers to the positions. A final vote will then be taken to approve the nominations.

5. **Motions:**

The normal process for decision-making shall be by consensus. However, any member can stipulate that a decision be taken through the process of a motion and vote. For matters requiring a substantial expenditure of company funds, a formal motion shall be required. A motion must pass by a majority of present members to commit the Company to an activity or major financial transaction, provided that a quorum of two-thirds of the Company is in attendance. The Company Leader and/or Co-Leaders may vote on any motion. If a tie vote should occur, a second vote will be taken following a round of discussion.

6. **Meetings:**

There shall be at least one Company business meeting per month, September to May. Others may be requested by any member of the Company Leadership Team or by a Company Scouter.

An agenda is the format a meeting is run in and what is to be done.

A suggested format is:

- Call to Order
- Role Call
- Approval or Correction of Previous Minutes
- Reports of Officers and Committees
- Old Business
- Correspondence
- New Business
- Next Meeting
- Adjournment

A. Regular Meeting:

Is a meeting that all members may attend. This is a meeting in the Community room of the school which may or may not involve use of the gym. May or may not be uniformed.

B. Business Meeting:

Is a formal sit down meeting where ideas will be debated and discussed. All members should attend this meeting. This is a uniformed meeting unless otherwise decided.

C. Executive Meeting

There may be a meeting of the executives in which they may decide the future of the group with regards to long term planning. All decisions will be presented to the group at the next general meeting. This kind of meeting is not a general meeting. Only happens if deemed necessary.

D. Activity Meeting:

This is a kind of meeting that the group does not do any debating and/or discussing of motions, but instead the group has fun. This may include staying at the meeting place and playing games, or going out for the evening.

E. Camps/Hikes/Outings:

This meeting may be for fun or to do some badge work. This is a meeting that is not on the regular scheduled date.

7. **Dues:**

Dues will be decided by the Company, if required, to supplement fundraising. Dues will be collected by the Treasurer on a date within that month. An extra dollar shall be added for every missed week.

8. Fundraising:

Profits from fundraising will be credited to your individual Venturer Account. These can and will then be used to help offset any and all program fees and camp expenses. In the event that the youth leaves the 68th London Venturer Company; all fund raising monies raised and credited to their account will remain within the 68th London Venturer Company and thus property of the 68th London Venturer Company at the commencement of the following scout year.

9. Membership:

- 9.1 Anyone 14 to 17 years old may become a member.
- 9.2 The age range (14 to 17) is intended only as a general guideline; a variation of one year may be permitted with the approval of the Company Leadership Team.
- 9.3 On admission into the company, every member shall accept the By-Laws.
- 9.4 Every member shall subscribe to the Mission, Principles and Practices of Scouts Canada, and to its By-Laws, Policies and Procedures.
- 9.5 When invested, every member shall make the Venturer Promise to the company.
- 9.6 A member should inform the Company Leadership Team at least one month before leaving the company.
- 9.7 The Company Leadership Team may review and revoke the membership of anyone who uses alcohol, drugs, or tobacco on any company or Scouting functions. Membership may also be reviewed or revoked if someone regularly fails to live up to the Mission, Principles and Practice of Scouts Canada, the Venturer Promise and the Code of Conduct.

10. Code of Conduct:

- 10.1 No swearing, foul language, racism, or discrimination will be tolerated.
- 10.2 No drug usage (including alcohol) will be tolerated.
- 10.3 Respect for everyone and all property is required.
- 10.4 Relationships that develop between group members are to remain discreet, and will not interfere with any company activities.
- 10.5 No males in female shelters and no females in male shelters during sleeping hours.
- 10.6 Invested Venturers not in full uniform at "V" ceremonies (i.e. Opening/closing) will be required to take one step out of the "V".
- 10.7 Failure to adhere to any of these codes of membership will result in immediate review by the disciplinary committee, which may determine that termination is necessary.
- 10.8 A youth who is a member in the Company must:
 - 10.8.1 Uphold the constitution and bylaws, policies and procedures of 68th London Venturers.
 - 10.8.2 Perform her/his duties with honesty and integrity.
 - 10.8.3 Respect the rights of all individuals.
 - 10.8.4 Take direction from the members, ensuring that representation processes are in place.
 - 10.8.5 Work to ensure that issues are resolved through due process.
 - 10.8.6 Respect all confidential information.
 - 10.8.7 Upon acceptance of position, read this document and sign acknowledgement that this document has been read and understood.

General Rules

- One person speaks at a time.
- No criticism.
- No whining about job assignments.
- No throwing things.
- No harmful physical contact within reason (games included).
- No inflicting injury.
- No stealing/borrowing without permission.
- No labelling/stereotyping/classifying people.
- Do not talk out of turn.
- Be respectful.
- Show good attendance.

11. Use of electronics:

No music or gaming device or cell phone or any other similar device shall be turned on or used during a business meeting. The only exception would be for the sole purpose of recording or verifying information relating to the business of the Company.

12. Attendance:

All members must attend Company business meetings, unless a reasonable excuse is given. Reasonable excuses include homework, studying for tests, jobs, and other conflicts. Members must notify the Company Leadership Team, in advance, that they will be absent.

13. Uniform:

13.1. The dress uniform worn by the Company shall be as follows

- Regulation blue shirt with Venturer Section appropriate badges;
- Company Necker – 68th London colours (Upon investiture).

13.2. All members attending formal Scouting events such as Remembrance Day, Investitures or other events as deemed by the Company Leadership Team shall wear the dress uniform. The dress uniform need not be worn to casual events.

13.3. In accordance with Scouts Canada policy, Company members may choose to wear the approved “activity-wear” uniform available from the Scout Shop for non-formal events. Invested members will wear the Company Necker at all times while in either dress or casual uniform.

13.4. At the discretion of the Company Leadership Team, other forms of dress may be approved from time to time for special activities or functions.

14. Company Scouter(s):

The Company Scouters are accountable to Group Commissioner for all actions of the Company. The Company Scouters shall:

14.1. advise the Company Leadership Team on policy, procedures and activities;

14.2. assist the Company Leadership Team in the formulation of the Company program;

14.3. make whatever arrangements necessary to achieve program objectives that are beyond the capabilities of the Company Leadership Team to arrange: and

14.4. assist the Company Leader and/or Co-Leader in representing the Company at 68th London Group Committee meetings.

14.5. Have the responsibility of making sure the Company completes Venturer program activities in accordance to Scouts Canada policies.

Amending Document:

Changes to the 68th Venturer Company By-laws can only be done within a formal meeting, and must be pre planned as to allow all members to be present. Any changes must be voted on and receive a minimum of $\frac{3}{4}$ approval.

**By signing your name below you are indicating that you have fully read and accepted all sections of our document on pages 1 through 5. Failure to comply with any of the aforementioned items may result in your immediate dismissal from the Company. Only upon proper reconciliation with the unit during a formal meeting will reinstatement be considered.

Venturer Info:

Name (Print):

Signature:

Date:

Parent/Guardian Info:

Name (Print):

Signature:

Date:
