

Cub Scout Pack 598 By-Laws

Chartered by:

Green Run Homes Association



Princess Anne District

Tidewater Council

Virginia Beach, Virginia

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Chapter 1

General Information

1.1 General

These policies and procedures are not rigid rules but provide guidelines and goals for the operation of Pack 598, chartered by Green Run Homes Association. We must apply them using common sense and fairness. The policy and procedures devote much space to Cubmaster, Den Leaders, and Committee responsibilities, because their performance is the key to a successful unit, and because all other pack jobs support their efforts.

1.2 Enforcement and Changes

The Chartered Organization Representative (COR) is empowered to enforce and to waive all policies, whichever in their judgment is in the best interest of Pack 598 and its members. The Pack Committee has final authority over any question of interpretation. The Pack Committee must approve all changes to the Policies and Procedures.

1.3 BSA Policies

All Registered Leaders and Committee Members need the training, knowledge and initiative to make sure that Pack 598 operates in full accord with the Charter and By-laws and Rules and Regulations of the Boy Scouts of America (BSA) and with all applicable BSA policies and procedures. The Pack Committee needs to acquire the training and knowledge to meet their responsibility to ensure that the Cubmaster so operates the pack. The primary resource for scouting knowledge is the Den and Pack Meeting Resource Guidelines, Guide to Safe Scouting and training available through www.myscouting.org.

1.4 Pack Philosophy

Today, many people are satisfied with mediocrity and are casually dishonest, unethical, and immoral in their everyday conduct. Too many people are satisfied to follow rather than lead. In Pack 598, we teach our Scouts to be leaders, set the example, and stand up for what they know is right. We want our Scouts to be honest, to set high goals for themselves and to be achievers.

Key factors to our success are:

- Quality leaders; well trained and dedicated to the service of youth;
- A commitment from each family towards the success of their son;
- Participation of the Scout in meetings, events and activities
- Leadership Development; Scouting teaches leadership and the only way to learn leaders is to practice it by holding leadership responsibilities.

1.5 BSA Purpose, Aims and Methods

Pack 598 subscribes to the purposes of Cub Scouting:

- Provide boys and young adults an effective education program designed to build desirable qualities of character.
- To train in the responsibilities of participating citizenship
- To develop personal fitness.

We practice the aims of Cub Scouting:

- Positively influence character development and encourage spiritual growth
- Help boys develop habits and attitudes of good citizenship
- Encourage good sportsmanship and pride in growing strong in mind and body
- Improve understanding within the family
- Strengthen boys' ability to get along with others
- Foster a sense of personal achievement by helping boys develop new interests and skills
- Show how to be helpful and do one's best
- Provide fun and exciting new things to do
- Prepare boys to become Boy Scouts

We promote those aims through the methods:

- **Cub Scouting is Home and Neighborhood Centered** Cub Scouting happens in apartment complexes, in urban areas, in rural communities, in large cities, in small towns – wherever boys live.
- **Family involvement** Family involvement is an essential part of Cub Scouts.
- **Advancement Plan** Recognition is important to boys. The advancement plan provides fun for the boys, gives them a sense of personal achievement as they earn badges, and strengthens family understanding as adult family members work with boys on advancement projects.
- **The Den** Boys like to belong to a group.
- **The Ideals** The Cub Scout Promise, The Law of the Pack, and Cub Scout sign, handshake, motto and salute all teach good citizenship and contribute to a boy's sense of belonging.
- **The Uniform** The Cub Scout and WEBELOS Scout uniforms help build pride, loyalty and self-respect. Wearing the uniform to all den and pack meetings and activities also encourages good behavior and neat appearances.
- **Activities** boys will participate in a wide variety of den and pack activities, including games, projects, skits, songs, outdoor activities and trips. There is also the Cub Scout Academics and Sports program, which includes individual achievement and family recognition.

1.6 Values

We expect all Pack leaders to stress moral and ethical values, in Scouting and in their daily lives, especially by doing their best to live in accordance with the Cub Scout Law and Cub Scout Promise. Adult Members of the Pack are continuously setting an example to the youth members, and their actions should demonstrate leadership, honesty, fairness and achievement.

1.7 Pack History

Pack 598 lies within the Tidewater Council and Princess Anne District. Pack 598 was founded in Virginia Beach, Virginia in October 2008. Its first meeting was held at Parkway Elementary School on October 8th, 2008 and had 5 five boys in attendance. It was first chartered by a group called *Concerned Parents*

of Green Run to get the Pack started and was then was chartered by Green Run Home Owners Association in March of 2010.

Chapter 2

Pack Organization

2.1 Pack Program Year

Pack 598 plans its program annually to provide a year round program for its members. The beginning of the school year is a good time for Scouts, families, uniformed leaders and Pack Committee to evaluate their activities and make plans for the new scouting year. This is also a good time to recruit new adults for leadership and committee positions. In the springtime around April/May all adult members are encourage to attend the annual planning conference that is held to plan the next years budgets, activities and outings.

2.2 Pack Organization

Pack organization includes the following major components:

- Chartered Organization
- Pack Committee
- Parents
- Cubmaster
- Assistant Cubmasters
- Den Leaders
- Assistant Den Leaders
- Youth Leaders
 - Den Chiefs
 - Denners
 - Assistant Denners
- Scouts

To meet BSA chartered guidelines the Pack must have a Chartered Organization Rep, a Pack Committee Chair, a Cubmaster, and a Treasurer. None of these positions can be held by the same person.

2.3 Chartered Organization

The chartered organization, Green Run Home Owners Association (GRHOA), approves new pack adult leaders, appoints a Chartered Organization Representative (COR) to be the Key liaison between the pack and the chartered organization. The chartered organization has the ultimate responsibility to ensure that the pack operates in full accord with all BSA policies.

2.4 Pack Committee

Pack Committee Chair, Leaders and Assistant Leaders will be Parents or guardians of one of the boys in the pack, prior leaders, or community leaders and is lead by the Pack Committee Chair. The Pack Committee consists of the following positions:

- Advancement Chair

- Treasurer (required)
- Secretary
- Pack Trainer
- Outings and Event Chair
- Membership / Registration Chair
- Scout Closet Chair
- Public Relations / Newsletter Editor Chair
- Fundraising / Popcorn Kernel

Committee members must meet the guidelines set forth by the Boy Scouts of America; be selected by the chartered organization and registered as adult leader of BSA. One member of the Pack is designated as Pack Committee Chair. The minimum size of the committee is three but the suggested is seven or more allowing responsibilities to be distributed. The Pack Committee must consist of a Pack Committee Chair, a Treasurer and another member to meet BSA guidelines. **A larger committee ensures a stronger, more stable pack, and is better prepared to perform all required functions of a successful pack program, and involves more pack families in meaningful service to the pack.** The committee has three primary goals:

- It is responsible to fill new adult leaders as vacancies occur.
- It approves pack programs and activities as planned by the Den Leaders, Cubmaster and sub-committees (example: pinewood derby planning committee).
- It provides Pack program support as requested by the Cubmaster, Den Leaders and adult leadership for outings and events.

Committee Meetings are open meetings for all adult members of the pack. All committee members, uniformed leaders and parents present at committee meetings may vote at that meeting. At his/her discretion, the committee chair may restrict voting to regular voting member or to the committee members only.

2.5 Committee Positions and Responsibilities

2.5.1 General

Specific responsibilities of the committee include:

- Make recommendations to the chartered organization for final approval of pack leadership
- Recruit all adult leadership with the chartered organization's approval
- Provide adequate and safe facilities for pack meetings
- Coordinate the Pack program with the program of the chartered organization through the chartered organization representative
- Assist with pack charter renewal
- Help to stimulate the interest of parents through proper programming
- Supervise finances and equipment
- Work closely with the Cubmaster
- Ensure that Cub Scouts and WEBELOS Scouts receive a year around, quality program
- Complete all training as required by position

- Conduct, with the help of the Cubmaster, periodic training for parents
- Cooperate with other Scouting units.

2.5.2 Pack Committee Chair

The Committee Chair must be a person of good character, familiar with organizational procedures, with a deep concern for the pack's success. This office is appointed by the COR. This office can be held for only two-years and must be held by a parent or guardian of a Cub Scout in the Pack. Regular duties include:

- Maintain a close relationship with the District Unit Commissioner and Chartered Organization Representative (COR), keeping them informed of the needs of the pack that must be brought to the attention of the organization;
- Reporting to the chartered organization to cultivate harmonious relations;
- Conferring with the Cubmaster on policy matters relating to the Cub Scout program and the charter organization;
- Calling and presiding at Pack Committee meetings;
- Assigning duties to committee members
- Planning for pack charter review, round up and registration;
- Approving bills before payment by the pack treasurer;
- Conducting the annual pack program planning conference and pack leaders' meetings;
- Working with the chartered organization representative to provide adequate and safe facilities for pack meetings;
- Cooperating with the Special Events Chair on council-approved money earning projects;
- If the Cubmaster is unable to serve, assuming active direction of the pack until a successor is recruited and registered.
- Appoint a committee member or other registered adult to be responsible for Youth Protection training
- Ultimately responsible for enforcing the policies of the Boy Scouts of America.

2.5.3 Advancement Chair

Regular duties of the Advancement Chair include:

- Having a working knowledge of the Cub Scout and WEBELOS Scout advancement plans
- Helping plan and conduct induction and advancement recognition ceremonies;
- Training parents and Pack Committee in ways to stimulate Cub Scout and WEBELOS Scout advancement;
- Arranging for WEBELOS graduation ceremonies with the Cubmaster, WEBELOS den leaders and receiving Scoutmaster.
- Promoting the use of Cub Scout and WEBELOS Den Advancement Charts to record advancement in the den and as an incentive for advancement;
- Collect Den Advancement Reports at pack leaders meeting for use when ordering badges and insignia from the local council service center;

- Work together with the Pack Trainer and Den Leaders to ensure that all Den leaders are thoroughly knowledgeable and trained to use *Packmaster* to input completed badge / rank requirements, Academic and Sport belts and pins.
- Help build or obtaining advancement equipment for use in making advancement ceremonies more effective
- Promoting proper use and wearing of uniform and insignia and adult leadership awards.

2.5.4 Treasurer

Regular duties of the treasurer include:

- Helping the Pack Committee and Cubmaster establish a sound financial program for the Pack with a pack budget plan;
- Maintaining a bank account in the pack's name.
- Approving all budget expenditures. Checking all disbursements against budgets allowances, and paying bills by check. The Pack Committee Chair should approve bills before payment;
- Collecting dues from the Cub Scout and WEBELOS Den Leaders at the pack leaders meeting. Providing receipts for these funds and promptly depositing money in the bank account;
- Keeping up-to date financial records. Entering all income and expenditures under the proper budget item in the finance section of the *Pack Record book*. Crediting each Cub Scout with payment of dues. From time to time, comparing the records with those of the den leaders to make sure they are in agreement. Giving leadership in developing a coordinated record keeping system in the pack;
- Responsibility for thrift training within the pack. Encouraging each den leader to explain the pack financial plan to each boy and his family, so that boys will accept responsibility for paying dues and parents will be alert for opportunities for boys to earn dues money and develop habits of thrift;
- Report on the pack's financial condition at the monthly Pack Committee meeting and reporting to the chartered organization upon request.
- Providing an accurate report on the balances of Checking account and the Scout Store Account at the monthly Pack Committee Meeting.
- Guiding the pack in conducting council-approved, pack money-earning projects.

2.5.5 Secretary

Regular duties of secretary include:

- Maintaining an inventory of pack property
- Handling correspondence for the pack. This may include writing letter of appreciation and requests for reservations or ordering supplies through the local council service center.
- Keeping notes on pack leaders and committee meetings. Record only key items such as things needing follow-up or items for the history of the pack; Post notes to Pack Master within a week of meeting.
- Notifying leaders of pack leaders' meeting and other activities
- Proving den leaders with records and forms for meetings.

2.5.6 Pack Trainer

Regular Duties of the Pack Trainer include:

- Having working knowledge of the training plan for Cub Scout leaders
- Promoting leaders' attendance at Cub Scout leader training courses, monthly round tables, Cub Scout leader Pow Wow, and Quarterly Leadership Updates
- Working with the Cubmaster and Pack Committee to set up a program for training parents;
- Developing a Pack Library for use by den and pack leaders
- Encouraging full use of program material in Cub Scout and WEBELOS Scout Program Helps, in Boys Life and Scouting magazine, Cub Scout Leader Program Notebook and Other Cub Scouting literature;
- Promoting den chief attendance at den chief training.
- Provide yearly training calendar
- Provide new scout parent orientation booklet
- Keep track of all Pack leaders training and notify leader when within 3 months of due date so that training does not lapse.

2.5.7 Outings and Event Chair

- Helping the pack plan and arrange outdoor activities;
- Recruiting parents and leaders to organize outings and events;
- Arranging for tour permits when required
- Investigating new opportunities for appropriate outings and events;
- Helping arrange for equipment, as needed;
- Arranging for Safe Swim Defense implementation for all outings involving swimming
- Planning outings to help pack and dens qualify for National Summertime Pack Award.
- Helping inform parents about opportunities for family camping.
- Assisting in the promotion of day camp and resident camp opportunities;
- Being aware of BSA health and safety requirements;
- Knowing and carrying out BSA outdoor program policy related to Cub Scouting.
- Reviewing all activities to ensure unit leaders comply with BSA policies in the Guide to Safe Scouting.

2.5.8 Fundraising / Popcorn Kernel

- Attend Yearly Popcorn training provided by Council.
- Attend Pack's annual planning and budget conference
- Set up 15-20 Popcorn Show and Sell's
- Keep track Pack's Popcorn sales and keep inventory.
- Work for Treasurer to ensure that the pack has a successful popcorn fundraiser and that the Pack is paid in full by deadline to council.
- Work with Den Leaders to plan Den goals.
- Find Pack incentives from the community and area businesses.
- Submit for council prizes in timely manner and award to scouts at den / pack meetings.
- Submit sales reports to the Pack Committee and newsletter column to the newsletter editor for pack meetings.
- Submit money earning permit to council within timely manner for other fundraisers.

2.5.9 Scout Closet Chair

Recognizing that not all Scouts or their families can afford uniforms, the regular duties of the Scout Closet Chair include;

- Maintaining an inventory of experienced Cub Scout uniforms in a variety of sizes
- Promoting donations of uniforms from families and Scouts;
- Acquires, when necessary, uniforms from other sources
- Discretely providing uniforms for disadvantaged Scouts;
- Obtaining the return of loaned uniforms, their rehabilitation and return to service of uniforms.

2.5.10 Public Relations / Newsletter Editor Chair

Working with the Cubmaster, Den Leaders and Committee members this position is responsible the following:

- Stimulate pack service projects in the charter organization, school and community.
- Promote family participation in all Pack events.
- Urge Pack participation in appropriate programs of the chartered organizations.
- Publicize and promote Pack participation in scouting anniversary week, Scout Sunday, Scout Sabbath activities.
- Assist Membership Chair with year round recruiting.
- Create a monthly Pack newsletter to inform family of pack plans, guide new parents and guardians in pack policies and create a feeling of unity among members of the Pack.
- Provide pack announcements for regular release in the official bulletins, newsletters, websites, etc., of your chartered organizations.
- Make use of the news media in publicizing pack events, and service projects.

2.5.11 Membership / Registration Chair

- Set up recruitment events at open houses at schools, charter organization and churches.
- Follow-up of inactive scouts to have them return to the Pack/scouting or archive them from Packmaster.
- Make sure the Pack has enough flyers, paperwork, applications and supplies for New member night.
- Prepare registration paperwork and an annual report to the chartered organization.
- Work with Cubmaster and Scoutmaster to find available Den chiefs.
- Work with the Cubmaster and Committee to develop and carry out a year round plan for membership growth.
- Contact new families within 48-78 hours with Den assignments, Den Leaders name and contact information.
- Participate at Pack meetings and see that new families feel welcome.

2.6 Parents Roles in the Pack

Scouting is a family activity, and will require the Scout to work on some advancement outside of his den or pack. The commitment of his parents and family towards helping him achieve his goals is paramount to his success. The "Application to Join a Pack" requires that the parents read and understand the Parent Agreement, which requires them to assist their son, leaders, and pack, as necessary.

Statistics show that Scouts whose parents take an active interest or leadership are most likely to succeed in Scouting. To better guarantee the success of our Scouts, parents must participate in the program.

Pack 598 expects at least one parent from every family to be actively involved with the Pack. Each parent/guardian by registering his/her boy in Pack 598, assumes the following duties and obligations;

1. Serving as an active member on any of the Pack Committees, such as;
 - Pack Committee
 - Serve as Den or as Asst Den Leader
 - Pinewood Derby
 - Christmas Party
 - Blue & Gold Banquet
 - Awards
 - Father/Son Cake Bake
 - Fundraising
 - Food Drives
 - Crossover Ceremonies
 - Summer Activities
 - Camp Committee
2. Understanding the importance of his/her role in the Cub Scout Advancement Program.
3. Ensuring his/her Cub Scout(s) attends regular scheduled Den and Pack meetings.

2.7 Uniformed Adult Leaders

Pack 598 recognizes quality leaders are vital to the success of its Scouting program. Their duty is to provide the basic program for and guide Scouts according to the policies and procedures of Pack 598 and the BSA. Leaders are recruited by the Cubmaster, and appointed by the Pack Committee with the approval of the chartered organization. All leaders must meet minimum requirements before being accepted to any position within the Pack.

Leaders must meet the requirements of the position as established by the BSA, be of good moral character and interested in working with boys. They must be registered as an adult leader of the BSA. In the interest of meeting the high expectations of parents, and to guarantee the best possible program is being offered to its Scouts, Pack 598 requires that all adult leaders complete Youth Protection Training, the 'This is Scouting' and training appropriate to their position, and to have and read the Den and Pack Resource Guide for their respective position. All Den leaders are required to have read the 'Guide to Safe Scouting' and have it with them at ALL scouting events. Monthly roundtable meetings deliver important news and information about upcoming programs and events offered through the district and council. A leader or representative of each den is strongly encouraged to attend as many roundtable meetings as possible.

The leaders of Pack 598 are expected to set a good example through behavior, attitude, and uniform and believe in the values and principles of Scouting.

2.8 Uniformed Adult Leader Positions and Responsibilities

2.8.1 Cubmaster Team

The Cubmaster Team consists of the Cubmaster and the Assistant Cubmasters. The responsibilities of the team are:

- Working directly with the den leaders, den chiefs and Pack Committee to make sure all dens are functioning well;
- Planning the den and pack programs with the help of other leaders
- Leading the monthly pack meeting and family campout with the help of others. Involving all dens in some way;
- Providing a non-denominational religious program at pack meetings and family campouts;
- Coordinating the total Cub Scout program in pack.

2.8.2 Cubmaster

The Cubmaster need not be an expert in all Cub Scout activities but should be a leader who is able to deal with adults as well as boys. He should be able to delegate responsibilities. In general, the Cubmaster is the guiding hand behind the work of other pack leaders and serves as program adviser to the Pack Committee. He is a recruiter, a supervisor, a director, a planner, and a motivator of other leaders. Everything the Cubmaster does is aimed at helping the individual boy: Securing strong leaders, planning den and pack activities, advising other leaders and parents. These are all ways in which the Cubmaster affects the kind of Cub Scouting each boy in the pack is offered. Although this job is an executive position, the Cubmaster has direct influence on the lives of individual boys by keeping in mind that boys can be made better through Cub Scouting. Responsibilities of the Cubmaster include:

- Conducting a pack program according to the policies of the Boy Scouts of America;
- Planning and helping to carry out the Cub Scout program in the pack. This includes leading the monthly pack meeting, with the help of other leaders;
- Knowing about and using literature of the program, including Boys' Life and Scouting magazines and Scout Resource Guide;
- Seeing that the Pack's program, leaders, and Cub Scouts reflect positively the interests and objectives of the Chartered Organization and the Boy Scouts of America;
- Working with the Pack Committee on program ideas, selection and recruitment of adult leaders, and establishing a budget plan;
- Guiding and supporting den leaders and seeing that they receive the required training for their position;
- Recruiting den leaders;
- Helping organize WEBELOS den(s) and encouraging graduation into a Boy Scout troop;
- Helping establish and maintain good relationships with Boy Scout troops;
- Maintaining good relationships with parents. Seeking their support and including them in activities;
- Seeing that Scouts receive a quality, year-round program filled with fun and activities that qualify the dens and pack for the National Summertime Pack Award;

- Guiding Cub Scouts in goodwill and conservation projects;
- Supervising the support of the Tiger Cub dens;
- Seeing that the responsibilities specified for the assistant Cubmaster are carried out;
- Conducting monthly Den Leaders' meetings;
- Working as a team with the Pack Committee Chair to cultivate, educate, and motivate all pack leaders and parents in Cub Scouting;
- Taking part in the charter review meeting and annual charter presentation ceremony;
- Recognizing the den chiefs at pack meetings;
- Conducting an impressive graduation, Arrow of Light Award ceremonies;
- Meeting with the unit commissioner, WEBELOS den leader, and Scoutmaster to establish plans for the WEBELOS-to-Scout plan;
- Encouraging high advancement standards;
- Helping to bring families together at joint activities between the Pack and Boy Scout troops.
- Providing a non-denominational invocation or prayer at pack meetings and family campouts;
- Promoting the religious emblems programs for Cub Scouts of all faiths.

2.8.3 Assistant Cubmasters

The pack should have at least one assistant Cubmaster, but preferably two or three so that the responsibilities may be distributed. At least one assistant Cubmaster should be able to fill the Cubmasters shoes in case of an emergency. The responsibilities include:

- Assisting the Cubmaster as needed. Be ready to fill in for the Cubmaster, if necessary;
- Participating in pack meetings;
- Supervising den chiefs and see that they are trained;
- Working with neighborhood troops that supply den chiefs and into which Cub Scouts may graduate;
- Helping inform pack leaders of training opportunities and arrange for them to attend training sessions;
- Working with the Pack Committee to develop and promote an ongoing plan for recruiting new boys;
- Working with the Cubmaster and Pack Committee on pack re-registration;
- Assisting in pack activities such as dinners, pinewood derbies, bike safety workshops, service projects, etc;
- Working with the Pack Committee on outings to see that the pack and dens qualify for the National Summertime Pack Award;
- Participating in the annual pack program planning conference and pack leaders' meetings;
- Providing a non-denominational invocation or prayer at pack meetings and family campouts;
- Promoting the religious emblems programs for Cub Scouts of all faiths.

2.8.4 WEBELOS Den Leaders

WEBELOS Den Leaders are usually a parent of one of the boys in the den. The WEBELOS Den Leader's responsibilities include:

- Giving leadership to planning and carrying out a year-round program of activities for the WEBELOS den to achieve the purposes of Cub Scouting;

- Completing WEBELOS Den Leader Outdoors Training. Scoutmaster Fundamentals (Boy Scout Leader Basic Training) and High Adventure Training (Map and Compass, Backpacking, etc.) is strongly recommended;
- Leading the den in its participation at the monthly pack meetings;
- Helping establish a close working relationship with the assistant WEBELOS den leader and WEBELOS den chief, functioning with them as a den leadership team;
- Working in harmony with other den and pack leaders. Working with the Cubmaster and Pack Committee in recruiting new WEBELOS Scouts;
- Helping to train the WEBELOS den chief and guide him to work with WEBELOS Scouts. Attending den chief training with him and seeing that he receives recognition for his efforts at den and pack meetings;
- Meeting regularly with the WEBELOS den chief. Letting him help plan WEBELOS den meetings and activities. Giving him meaningful assignments;
- Providing worthwhile tasks for the WEBELOS denner so he can assume some responsibility and gain satisfaction from his efforts;
- Using Boy's Life and Scouting magazines and WEBELOS Scout Program Helps as resources for ideas and information;
- Instilling Scouting's spirit and moral values by personal example, ceremonies, and meaningful activities such as service projects;
- Encouraging WEBELOS Scouts to advance. Maintaining high advancement standards. Keeping accurate advancement records and see that the boys are promptly recognized for their achievements;
- With the help of the Cubmaster, Pack Committee, and unit commissioner, determining one or more neighborhood Boy Scout troops into which WEBELOS Scouts will be graduated and establish a good working relationship with those troops. Trying to graduate every WEBELOS Scout into a troop;
- Working with the Scoutmaster and assistant Scoutmaster to plan and conduct meaningful joint activities;
- Working with the Cubmaster to see that impressive graduation ceremonies are conducted in the pack. Invite the Scoutmaster and troop leaders to take part;
- Encouraging parents of WEBELOS Scouts to help plan and carry out overnight campouts and other outdoor activities. Working with the troop assistant Scoutmaster or Scoutmaster to arrange for loan of troop equipment on joint WEBELOS den-troop activities;
- Helping the den and the pack earn the National Summertime Pack Award;
- Having a plan to ensure that a leader is available for all WEBELOS den meetings and activities. Calling on the assistant WEBELOS den leader to fill in, as needed;
- Participating in the annual pack program planning conference and the monthly pack leaders' meetings;
- Keeping the Cubmaster and Pack Committee informed on the status and needs of the WEBELOS den.

2.8.5 Assistant WEBELOS Den Leaders

The assistant WEBELOS den leader shares the work of the WEBELOS den leader and may be called upon to handle various details of den operation. They should be able to fill in for the WEBELOS den leader in case of emergency. The assistant WEBELOS den leader's responsibilities include:

- Assisting the WEBELOS den leader as needed. Carrying out the duties assigned by the WEBELOS den leader.
- Helping establish and maintain a close working relationship with the WEBELOS den leader and WEBELOS den chief, functioning with them as a den leadership team;
- Helping establish and maintain good relationships with neighborhood Boy Scout troops into which WEBELOS Scouts will graduate;
- Completing WEBELOS Den Leader Outdoor Training;
- Attending monthly pack meetings and assist as needed;
- Taking part in the annual pack program planning conference and monthly pack leaders' meetings.

2.8.6 Den Leaders (Tiger, Wolf, Bear)

Den Leaders deliver the Scouting program to boys in the Pack through its dens. Usually, a Den Leader is a parent of a boy in the den. They work with parents and other den and pack leaders to ensure that their den is an active and successful part of the pack. The Den Leader's responsibilities include:

- Giving leadership in carrying out the pack program in the den;
- Providing or arranging for a safe, appropriate meeting place for weekly den meetings and outings. Obtaining necessary permits and authorizations, and submitting tour permits when necessary.
- Leading the den in its participation at pack meetings. Serving as den host or hostess for den parents at pack meetings;
- Working in harmony with other den and pack leaders;
- Cooperating with the Cubmaster (or assistant Cubmaster) in recruiting new boys;
- Helping train the den chief and guide him to work with the Cub Scouts. Seeing that he receives recognition for his efforts at den and pack meetings;
- Meet regularly with the den chief. Let him help plan den meetings and den activities, and allow him to serve as den activities assistant;
- Providing meaningful jobs for the denner and assistant denner so they can learn responsibility and gain satisfaction from their efforts;
- Using Boy's' Life and Scouting magazines, Cub Scout Program Helps, the boys' program books, and other Cub Scouting literature as sources for program ideas;
- Maintaining a friendly relationship with Cub Scouts; encouraging them to earn the advancement awards. Keeping accurate advancement records and see that boys receive recognition for their achievements;
- Stimulating the Cub Scouts' imaginations on the program theme for the month and help the den prepare its stunts and exhibits for the pack meetings;
- Helping the den and pack earn the National Summertime Pack Award;
- Helping establish a close working relationship with the assistant den leader and den chief, functioning as a den leadership team;
- Developing a good working relationship with den parents and families. Using their talents to help enrich the den programs. Holding den parents' meetings as often as needed to get acquainted and strengthen den operations. Having open communications with den families;
- Seeing that a leader is available for all den meetings and activities. Calling on the assistant den leader to fill in when necessary;

- Taking part in the annual pack program planning conference and pack leaders' meetings;
- Helping set a good example for the boys by behavior, attitude, and by wearing the proper uniform.

2.8.7--Assistant Den Leaders

Each den should have at least one Assistant Den Leader, more if needed. The assistant should be able to perform the duties assigned by the Den Leader, and should be able to fill in for the Den Leader in case of emergency. The assistant Cub Scout den leader shares the work of the Cub Scout den leader and may be called upon to serve as a parent contact or record keeper, or to handle other details of den operation.

The assistant Cub Scout den leader's responsibilities include:

- Assisting the den leader as needed;
- Carrying out the duties assigned by the den leader;
- Being ready to fill in for the den leader in case of emergency;
- Helping establish a close working relationship with the den leader and den chief, functioning as a den leadership team;
- Attending pack meetings and assisting as needed;
- Taking part in the annual pack program planning conference and pack leaders' meetings;
- Working in harmony with other den and pack leaders;
- Supporting the policies of the Boy Scouts of America.

2.9--Youth Leaders

Leadership is an important quality in the development of youth. Pack 598 believes that the opportunity for youth to act in a role of responsibility, leadership, and authority is an important step towards fostering good character, self-confidence, sense of achievement, and a respect for others. Pack 598 encourages leaders to offer each boy the chance to fill a role of responsibility within the pack and dens.

2.9.1--Den Chiefs

A Den Chief is an older Boy Scout, Varsity Scout, or Explorer who has been a Boy Scout, preferably a former Cub Scout, ideally of at least First Class rank, selected by the senior patrol leader and Scoutmaster or Varsity Scout Coach or Explorer Advisor upon request by the Cubmaster. Their appointment is approved by the Cubmaster and Pack Committee, and recommended to the Den Leader.

The Den Chief is registered as a youth member of a troop, team, or post, whose responsibilities include:

- Knowing the purposes of Cub Scouting;
- Helping Cub Scouts achieve the purposes of Cub Scouting;
- Serving as the activities assistant at den meetings;
- Setting a good example by attitude and living the scout law.
- Being a friend to the boys in the den;
- Taking part in weekly den meetings;
- Assisting the den in its part of the monthly pack meeting;
- Knowing the importance of the monthly theme and pack meeting plans;
- Meeting regularly with the den leader to review den and pack meeting plans.
- Meeting, as needed, with adult members of the den, pack, and troop;

- Receiving training from the den leader (and Cubmaster or assistant Cubmaster).
- Attend den chief training;
- Encouraging Scouts to advance when they are eligible;
- Helping the denner and assistant denner to be leaders.

2.9.2 Denners

The Cub Scout denner is a den member elected by the den for a short period, usually one or two months. The den leader and den chief determine his responsibilities. This might include helping to set up the den meeting place and cleanup; helping with games, ceremonies, tricks, and puzzles; leading a song; or acting as den cheerleader. He should be given meaningful responsibilities and recognition to help him learn how to be a leader, so that all boys will look forward to their turn as denner. A short term of office is encouraged to give all boys the opportunity to serve. The Denner wears a two stranded yellow cord and epaulette on the left shoulder to signify his rank.

2.10 Dens

Pack 598 is divided into dens. Each den is made up of boys of similar ages or school grade. Dens plan and participate in scouting activities at an age appropriate level. Their objective is to provide an enjoyable Scouting experience to the boys and their families while promoting the ideals and goals of Scouting. Typically each Den meets weekly. A den should not consist of more than eight boys. Experience has shown that too many make it difficult to provide a quality Scouting program for the boys. If membership in a den grows beyond eight, the den should be split. A leader and assistant leader should be recruited and trained for the new den.

2.10.1--Tiger Cub Dens

First grade boys are Tigers. An adult partner is required to accompany each boy to all meetings and activities. Tiger meetings may, at the option of the den, have a fixed meeting place and time, or meet at a different location each week.

2.10.2--Wolf and Bear Dens

Second grade boys are members of a Wolf den, even if they have not attained the rank of Wolf. Likewise, third grade boys are members of a Bear den, even if they have not yet earned the Bear rank. Because their programs are similar, Wolf and Bear dens may be combined when too few boys exist for one or both dens to meet minimum membership requirements. Den leadership consists of a Den Leader and Assistant Den Leader, and optionally a Den Chief.

2.10.3--WEBELOS Dens

Fourth and fifth grade boys are first year and second year WEBELOS Scouts, respectively. Den leadership consists of a WEBELOS Den Leader and Assistant WEBELOS Den Leader, and optionally a Den Chief. WEBELOS dens may, at their option, select a patrol name to further identify their den. Patrol names should be selected and voted on by the boys, and must be appropriate to the ideals of Scouting. Names do not necessarily need to be scouting related, however.

Chapter 3

Membership Standards

3.1 Membership

3.1.1 Membership Categories

Membership in Pack 598 consists of the following categories: Cub Scouts, uniformed adult leaders, Pack Committee members and member families.

- Pack 598 Cub Scouts are boys who meet BSA age requirements, are currently registered with BSA as Pack 598 Cub Scouts, and meet the pack's active service standard.
- Uniformed adult leaders are adults who meet BSA age requirements, are currently registered with BSA as Pack 598 leaders, and are currently active in the pack.
- Pack Committee members are adults who meet BSA age requirements, are currently registered with BSA as Pack 598 committee members, and are currently active in an assigned area of committee responsibility.

For the purposes of pack membership, member families are the parents and minor brothers and sisters of Scout members, or the spouse and minor children of registered adult members.

3.2 Entry Requirements

3.2.1 Scouts

- Any interested boy who meets the membership requirements above may register as a Cub Scout in Pack 598.
- The parent/guardian attends an orientation meeting with a member of the Pack Committee to discuss Pack operation, Bylaws and parent/ guardian participation requirements.
- Acceptance of the Bylaws requirements will be proven by signature on the Pack participation statement attached.

3.2.2 Parent Registration

To comply with BSA policy, all adults who have contact with any of our Scouts must submit a BSA Adult application, attend 'Youth Protection Training' and comply with all of BSA's policies and procedures and Pack By-laws.

3.2.3 Parent Involvement

At least one parent of every Scout must agree to be actively involved with the pack as a condition of their son's membership in the pack. The Pack Committee shall publish a list of parent job opportunities and set standards for active involvement. See section 2.6 Parents Roles in the Pack for further explanation.

3.2.4 Uniformed Adult Leaders

Any interested adult who meets the membership requirements above may be commissioned as a leader with Pack 598, subject to the restrictions in this section. All uniformed leaders must register with and be commissioned by the Boy Scouts of America, and all must be approved by the chartered organization, the Pack Committee Chair (in consultation with the Pack Committee), and the Cubmaster (in consultation with the other uniformed leaders). Certification is based on the Boy Scouts of America for youth leadership.

3.2.5 Pack Committee Members

Any Scout parent or other interested adult may register with the Pack Committee, subject to the approval of the Chartered Organization and Pack Committee Chair (in consultation with the Pack Committee).

3.3 Standards of Membership

3.3.1 General

To retain full membership in Pack 598, a Scout must be active, must wear a full uniform, and must meet the behavior standards of the pack.

3.3.2 Advancement Standard

A Scout needs to advance regularly to learn the skills and leadership that are central to the Scout program. Pack 598 expects all Cub Scouts to earn the rank of Bobcat within one month of registering, since Bobcat is the foundation for all additional ranks no other awards such as Belt Loops will be awarded until the Bobcat rank has been earned. The scout must continue to meet the requirements to advance at least one rank each year after that.

3.3.3 Uniform Standard

Pack 598 requires a complete and correct Scout uniform for all Scouts and uniformed adult leaders. Scouts and adults may have a reasonable time to acquire a complete uniform or to replace worn or outgrown components. The Cubmaster may exclude Scouts without proper or complete uniforms from uniformed activities. It is important that the adult leaders set the example of a smart uniform appearance to the scouts; this will include all proper badges in the proper place and tucking in the shirt tails.

3.3.4 Behavior Standard

Pack 598 expects reasonable behavior in accordance with the Cub Scout Promise and Law. If a Scout's behavior is disruptive, the Cubmaster or den leader should consult the Scout and his parents. If counseling fails, the Cubmaster or den leader may dismiss the Scout from the activity and notify the parents of the problem. If the Scout continues to create behavior problems, the Cubmaster or den leader may suspend him only after the Pack Committee has voted. The final right of appeal will be

decided by the Pack Committee. Parents of said scout will be excluded from the voting but not the discussion.

3.3.5--Removal of Adults

General--The Pack Committee may remove any adult leader, in accordance with BSA policy.

- **Chartered Representative**--The Chartered Representative serves at the pleasure of the Institutional Representative. He may be removed by action of the Chartered Organization, or by request of the Pack Committee to the Chartered Organization.
- **Committee Chair**--The Committee Chair serves at the pleasure of the Chartered Organization. He/She may be removed by action of the Chartered Organization, or by request of the Pack Committee to the Chartered Organization.
- **Committee Member**--Pack Committee members serve at the pleasure of the Committee Chair. They may be removed only by joint action of the Committee Chair and the Pack Committee.
- **Cubmaster**--The Cubmaster serves at the pleasure of the Pack Committee. He may be removed only by a majority Pack Committee vote or at the discretion of the COR and Institutional Representative.
- **Assistant Cubmaster**--Assistant Cubmasters serve at the pleasure of the Cubmaster and Pack Committee. They may be removed only by joint action of the Cubmaster and Pack Committee. This does not preclude the Cubmasters authority to dismiss a leader from a pack activity for cause, pending later action of the Pack Committee.
- **Den Leaders**--Den Leaders serve at the pleasure of the Pack Committee. They may be removed by the Pack Committee, or at the request of the Cubmaster to the committee.
- **Parent of Scout**--Parents of currently active Scouts are normally permitted full access to pack activities. The Pack Committee may restrict parent participation or remove all participation privileges in special situations (court-ordered custody restrictions, legal convictions, etc) as necessary for the safety and well-being of the Scouts.

3.4 Discipline

3.4.1 General

Discipline needs to be positive rather than negative whenever possible and it must be applied using common sense and fairness. Pack 598 does not permit corporal punishment or hazing of any kind. For more serious offenses, the pack may use probation, suspension, and expulsion.

3.4.2 Probation

Probation is a period of evaluation both by the pack and by the Scout under probation to determine fitness or desire to remain in the pack.

3.4.3 Suspension

Suspension is the temporary loss of all membership privileges in the pack, typically for 1 week or up to 3 months. A suspended Scout may be readmitted at the conclusion of the suspension period only after he has submitted a letter to the Pack Committee, signed by himself and his parents, stating his pledge to meet all pack standards fully.

3.4.4 Expulsion

Expulsion is the permanent loss of all membership privileges in the pack. The Pack Committee may permanently expel any member (youth or adult) for any of the following:

- Illegal conduct, in or out of Scouting;
- Illicit use of drugs or alcohol, in or out of Scouting;
- Bullying, hazing, or harassment
- Stealing;
- Misbehavior or refusal to abide by pack policies which is seriously detrimental to the welfare of the pack;
- Willful disregard of the Cub Scout Law, Cub Scout Promise, or BSA Policies and Procedures, especially by an adult in a position of trust.
- Any behavior viewed by the committee as disruptive and non-conducive to good order and discipline within the Pack in accordance with BSA policies.

Chapter 4

Pack Activities

4.1 General

Pack activities are divided into meetings and outings. Meetings include pack meetings, den meetings, Pack Committee meetings, den leader meetings and the annual planning conference. Outings include day outings, weekend campouts, family outings, field trips, summer activities, summer camp, day camp, or other special den and pack events. We expect all activities to start and end on time, and we expect Scouts and adults to arrive and to be picked up on time.

4.2 Meetings

4.2.1 Den Meetings

Dens meet weekly at the discretion of the den leader. The time and location of the den meeting should be mutually agreed upon by the leader, assistant leader, and parents, and should be planned to allow participation of as many members of the den as possible. Den leaders should encourage the participation of parents at den meetings.

4.2.2 Pack Meetings

Regular pack meetings occur once monthly as designated by the Cubmaster. Scouts and leaders are expected to arrive on time, and in uniform. The Cubmaster Team plans and conducts all pack meetings under the direction of the Cubmaster. Attendance is open to all members (Scouts, uniformed adult leaders, Pack Committee members, and member families) and to visitors who are interested in joining Pack 598. Pack meetings are normally held at Green Run Home Owners Clubhouse 1248 Green Garden Circle and date is posted in the Pack calendar.

Dens will be assigned specific task for each Pack meeting (assigned at the Den Leaders meeting). Tasks will include but not be limited to; greeters, setup, opening, closing ceremonies (including flag detail), skits, songs, and cleanup. However, all present are responsible and expected to help put away their own chairs and cleaning their tables at the end of each meeting.

4.2.3 Den Leader Meetings

The Cubmaster Team, Den Leader and Asst. Den Leaders meet to go over the next Pack meeting and activities and needs in each Den. This a time set aside specifically for den leaders and the cub masters team to touch base. This meeting generally happens once a month after round table and before the Pack Committee meeting.

4.2.4 Pack Committee Meetings

The Pack Committee generally meets once per month. The meeting time is as agreed by the committee, but should be after the District Round Table and before the Pack meeting. Attendance is open to Pack Committee members, uniformed adult leaders, and all interested Scout parents. The Cubmaster needs to attend to present the plans and needs of the pack for the next pack meeting. All committee members, den leaders, and applicable program committee members should be in attendance.

4.2.5 Annual Planning Conference

Prior to the beginning of each program year, the committee meets to plan the pack's annual program. Planning should include monthly theme ideas, dates/places/themes for outings, and special events. Attendance is open to Pack Committee members, uniformed adult leaders and all interested Scout parents.

4.3 Events and Outings

4.3.1 Purpose

Outings satisfy several of the Aims and Methods of Cub Scouting, and should be designed to provide opportunities for advancement and recognition.

4.3.2 Attendance on Outings

All Pack 598 Scouts, uniformed adult leaders, and registered parents and their families are welcome on outings, unless the Cubmaster determines that special restrictions are necessary. The Guide to Safe Scouting is the resource for all outings.

4.3.3 Outings

The committee plans outings to places of interest to Scouts. A member of the committee is assigned to organize the outing and report back to the committee on their progress.

4.3.4 Camping

The Guide to Safe Scouting is the resource to all camping activities and must be reviewed prior to all camping trips.

4.3.5 Summer Camp/Day Camp

The annual week at summer camp or day camp is important to the success of our Scouts. We expect ALL Scouts to make every effort to attend summer resident camp or day camp. Also we need as many parents and leaders to help out with day camp as possible. This is a great time for you and your son.

4.3.6 Pack Summertime Activities

Pack 598 will provide a year round program for Scouts and qualify for the Pack Summertime Activity Award by providing at least one summer time activity during each of the months of June, July and August.

4.3.7 Adult Leadership on Outings

To lead a Pack 598 outing, an adult must:

- Be registered with Pack 598
- Have current BSA Youth Protection training
- Have current BSA This is Scouting

4.3.8 Sign-up and Payment Deadline

Scouts and their families are responsible for meeting deadlines. Those who miss the sign-up deadline may be excluded from the activity. Those who fail to pay on time may be required to pay a late penalty. Those who sign up for a pack activity or outing and then cannot go or cancel too late may forfeit the cost of registration, food and other nonrefundable expenses and will be required to reimburse the pack.

4.3.9 Pets

No one may bring a pet on any pack activity unless specifically approved in advance by the Pack Committee.

Chapter 5

Advancement

5.1 General

Scouts learn by advancing. Advancement teaches useful skills, leadership and service. The Cubmaster or den leaders may require a specific level of advancement for some activities, due to the nature of that activity or as an inducement to encourage advancement. Pack 598 expects each Scout to advance regularly, and to meet the pack's minimum advancement standard.

5.2 Ranks

The first three ranks (Tiger, Wolf, and Bear) emphasize the fun and basic skills of Scouting. WEBELOS emphasizes the advanced skills and knowledge necessary to transition into Boy Scouting. Advancement in Pack 598 must operate in full accord with the requirements contained in the current editions of the appropriate BSA literature.

5.3 Badges of Rank

Den leaders should notify the Advancement Chair and update *Packmaster* when boys have earned a badge or rank. The Advancement Chair fills out/prints out a Council advancement report and provides the badge of rank for presentation at the next pack meeting to the Cubmaster. The Pack pays for all awards with money from dues and fundraisers.

5.4--WEBELOS Activity Pins

WEBELOS den leaders should notify the Advancement Chair and update *Packmaster* when boys have earned a WEBELOS activity pin. The advancement chairman fills/prints out a Council advancement report and provides the pin for presentation at the next pack meeting to the Cubmaster. The Pack pays for all WEBELOS activity pins. The Pack pays for all awards with money from dues and fundraisers.

5.5--Academics and Sports Belt Loops and Pins

Pack 598 encourages Scouts and their parents to participate in a wide variety of activities meant to broaden the experiences of the individual, and will recognize Scouts for their efforts by awarding belt loops and pins from the BSA Academics and Sports program. Academics and Sports belt loops and pins can, however, create a potential drain on the pack budget. The committee may therefore elect to restrict pack purchases of these awards.

5.6--Arrow of Light

The Arrow of Light is the highest award that can be earned in Cub Scouts, and the only Cub Scouting award that can be displayed on their Boy Scout uniform. It represents great dedication and effort on

behalf of the Scout and his family. Pack 598 strongly believes that those that have earned the Arrow of Light receive appropriate recognition. The pack leadership should provide an impressive award ceremony for those that achieve this high honor.

Chapter 6--Uniform

6.1 Significance of the Uniform

Scouting is a uniformed movement. Throughout our society, only certain special people are entitled to wear a uniform. Just as a sports uniform proclaims one's membership on a team, the Scout uniform proclaims one's membership in the largest voluntary youth movement in the world. The Scout uniform tends to diminish the importance of an individual's financial, social, and ethnic background, while clearly showing his degree of accomplishment in Scouting. At the same time, the uniform maintains one's individuality since no two uniforms are completely alike, and they show off that individual's Scouting achievements.

6.2 Field Uniform Required

Pack 598 requires a complete and correct Scout uniform (waist to hat). For all other uniform issues refer to rank specific hand book.

- Scout hat
- Blue scout shirt (tan/khaki if 2nd year WEBELO) with appropriate patches
- Scout neckerchief
- Scout Slide
- Scout Belt w/buckle
- In addition only closed toed shoes are permitted at scouting activities.

6.2.1 Activity Uniform

The casual Pack 598 Activity uniform consists of the following components:

- Pack 598 T-Shirt
- Hat
- Closed toed shoes

6.2.2 Adult Leader Uniforms

Adult leaders wear the official BSA leader uniform, consisting of official BSA khaki shirt and all required and authorized patches / badges / awards.

6.2.3 Scout Closet Program

The Pack understands that not every family has same the financial resources and the economy and the Pack Committee believes that it is in the best interest of Scouts to learn the responsibility of money and ownership of their uniform. Therefore, the Pack has a 'Scout Closet'. The Scout Closet is not a hand-out or freebie, it a scout uniform loan program. There is a deposit required and forms to be filled out, if there is a uniform (full or partial) available. At the end of the year (June) all uniforms will be turned into the Scout Closet Chair for inventory and rehabilitation for the new Scouting year. Scouts that do not turn in their uniforms or items by the deadline will forfeit their deposits.

Chapter 7

Finances

7.1 Finance Responsibilities

7.1.1 Pack Committee

The Pack Committee approves the annual pack budget, and it approves all expenditures in advance, except those spent by the treasurer or Cubmaster in accordance with the approved budget. The Pack Committee carefully selects the pack treasurer and oversees the treasurer's actions. The committee is responsible for conducting a simple Semi-annual audit of the previous year's income and expenses, assisted by the treasurer and the Cubmaster. An audit shall be conducted upon transition of treasurer.

7.1.2 Pack Treasurer

The pack treasurer must be a registered member of the Pack Committee. The treasurer is responsible for maintaining adequate records of all pack income and expenses. The treasurer provides a written report of income and expenses at the regular Pack Committee meetings. At the beginning of each activity year, the treasurer will prepare a summary of the previous year's income and expenses and prepare a proposed budget of all projected income and expenses for the coming year, for review and approval by the Pack Committee. The treasurer guides and assists the committee in conducting a simple annual audit of the previous year's income and expenses.

7.2 Pack Checking Account

Pack funds are kept in a checking account (interest-bearing, if possible) under the name of Pack 598. The pack treasurer disburses pack funds and is the sole keeper of all blank checks and of all receipts. Additionally, Check cards will be issued to the Pack Committee Chair and Treasurer.

The Scout Store Pack Account will have the following people to be able use: Pack Committee Chair, Treasurer, Cubmaster, and Advancement Chair. The Pack Treasurer will keep \$150.00 in the Scout Store Pack Account at all times, if possible. All Scout Store receipts will be given to the Treasurer within a week of purchase. The Treasurer will be in charge of keeping the Scout Store account balanced as well as the checking account balance.

7.3 Fundraising

The Pack Committee is responsible for conducting all fundraising. We expect all Scouts and families to participate in fundraising efforts. All funds earned will go to the pack's general budget. All donations will also be credited to the Pack's general budget.

7.4 Annual Family Expenses

Annual expenses for the family of each Scout include annual pack dues. These dues are per registered scout.

- \$2.50 per week payable at each Den meeting
- \$10.00 per month payable at the pack meeting or Den meeting
- \$30 per quarter payable at January, April, July, October Pack meetings
- \$100.00 per year payable at registration. This offers a cost savings to the family.

Less frequent expenses include purchase of Scout uniform and small fees for certain activities are at the responsibility of the family. The Pack has established a Uniform standard as detailed in Section 6.2. which all Cub Scouts are expected to meet.

7.5 Payment Deadlines and Penalties

The committee should set reasonable payment deadlines for activity payments, and announce them well in advance. Any Scout who fails to pay by the published deadline may be excluded from that activity with the pack. All fees are payable in advance of the activity. Any Scout that commits to attend a scouting event and does not show up will be responsible for reimbursement of all fees to the pack.

7.6 Refunds

Fees paid by new members are not refundable. The intent of this policy is to encourage families to evaluate their interests carefully and to commit fully to Scouting in Pack 598, as well as to allow the pack to budget adequately. Other monies paid to the pack are refundable on request, if not already spent by the pack, and subject to any other applicable pack policy. The pack may make refunds only after the family requesting them has fulfilled all its other family financial obligations to the pack. The Pack Committee is the final arbiter on all refunds.

7.7 Annual Fee

The annual fee covers the registration for BSA and accident insurance for the Scout. Pack 598 strongly encourages parents to also purchase the additional subscription to Boys Life magazine.

7.8 Payment by Check

We encourage families to make all payments to the pack by check. This provides a record of payment and a safeguard for both the family and the pack in the event of a mistake. The Pack does not accept post dated or third party checks. All checks are made payable to: Cub Scout Pack 598.

7.9 Returned Checks

Checks that are returned to Pack 598 due to insufficient funds it be responsibility of the check signer to pay any bank fees that the Pack incurs plus the amount of the check.

Chapter 8

Miscellaneous

8.1 Alcohol, Tobacco, and Illicit Drugs

8.1.1 General

As required by BSA policy, the pack will make every possible effort to provide a completely alcohol-free, tobacco-free, and drug-free environment for our Scouts.

8.1.2 Alcohol

No Scout, adult or family member may possess or consume alcoholic beverages at any time during any Scouting activity. Violators will be dismissed from the activity and suspended from the pack until they appear at a Pack Committee meeting (with a parent, if a Scout). The committee will determine any further actions, including the possibility of permanent expulsion from the pack.

8.1.3 Tobacco

Use of tobacco products is not consistent with the Scout Law and Promise. No Scout may possess or use tobacco products at any time on any Scouting activity, regardless of parental consent. Adults or family members who smoke or chew must do so **completely** away from the Scouts. Violators will be dismissed from the activity and suspended from the pack until they appear at a Pack Committee meeting (with a parent, if a Scout). The committee will determine any further actions, including the possibility of permanent expulsion from the pack. [Because of the increased use in tobacco by teenagers, and its long-term potential for serious harm, we have chosen to take a strict position against its use, consistent with BSA policies.]

8.1.4--Illicit Drugs

Pack 598 bans the possession or use of illegal drugs (marijuana, etc), other abusive substances (glue, prescription drugs, etc, except when used for their intended purposes), and drug paraphernalia. Adult violators (age 18 & up) will be turned over to the police. Police involvement for youth violators will be at the discretion of the adult leader in charge based on individual circumstances. All violators will be dismissed from the activity and suspended from the pack until they appear at a Pack Committee meeting (with a parent, if a Scout). The committee will determine any further actions, including the possibility of permanent expulsion from the pack.

Pack Bylaws will be reviewed and revised annually at an announced meeting to all adult leaders and parents of the Pack. Only Pack Committee members will vote upon changes with the approval of the Chartered Organization. .

PARENT / GUARDIAN BY-LAW & PACK PARTICIPATION STATEMENT

I have received, read and reviewed with my scout(s) the By-laws for Pack 598 for the year 2012-2013 and agree to abide by them.

I agree to be an active member of the Pack Program staff, realizing that if each parent/guardian takes on a small part of the program responsibility, the Program can be fun for all.

Cub Scout Signature

Date

Cub Scout Parent/Guardian Signature

Date

Cub Scout Committee Member

Date