

- I. **Gathering**
- II. **Call to Order and Obligation**
- III. **Invocation**
- IV. **Motions passed and corresponding items**
 - A. All motions from this session detailed in Appendix A
 - B. Images and documents corresponding with all motions in Appendix B
- V. **Reports**
 - A. Chapters-see Appendix C B. Committees-see Appendix D
 - C. Treasurer's report- Appendix E
- VI. **Old Business**
 - A. Approval of Lodge Budget
 - B. Adjustment of function prices
- VII. **New Business**
 - A. Inductions policy approval
 - B. Membership card distribution and Notices for unpaid dues
 - C. Function Patch Design
- VIII. **Reminders**
 - A. Pay your dues
 - B. Register for Conclave
 - C. Sam Bystrek challenge to lodge: that if the lodge reaches 70% of its conclave participants goal, he will saw a boat in half, flex tape it back together and take it around the lake at fall ordeal
If we reach 90% of that goal, then Sam Bystrek will make a video of the aforementioned sawing of the boat.
- IX. **Minutes**
 - A. Lodge Staff Adviser-Chris Dempsey

“I don't really have a whole lot to say. I'm really proud of the committees and I'm really thankful for the sound advising that went on to today. A lot of hard decisions were made, but a lot of really good, sound ones. So, I appreciate all of your leadership, and I think of some of the ideas like the membership cards was a great opportunity to build membership. And if we are going to turn our budget around one of the biggest ways, we can do that is getting more members. We need to really be at that and engaging our units through our chapters. If you will just give me the patch the design and anything else, you guys have let me know.”
 - B. Lodge Adviser-Steve Adkins:

“So, I came in here with the intent of calling out a couple people but now I'm going to change it to a couple more. In the last month Scott Smith, Gary Harvey and Chris Dempsey have put a ton of time in guys behind the scene. They tied me up for hours with streams of their emails going back and forth. These guys are working really hard to get the website up and online registration and to keep the budget flowing. Chris of course having to help navigate all of that. A lot of hard work. Tonight I

want to add Gabe Plichta for his efforts. As Scoot said, “we only have one chance and we got to do it right.” You guys are stepping up and being a part of that. I’ll challenge you again this month like last month of thinking outside the box. We made some hard decisions about budget today. Think about fundraising things. Think about ways to cut the budget and do wait the second before the next lodge meeting. I see you guys back and forth on the group chat. Start rolling some ideas back and forth this week.”

C. Lodge Chief-Sam Bystrek:

“We went over a lot of stuff in this meeting. Making this not only crucial for this year but for the coming years. Lie the budget and sleeping arrangements. Just going over that and refreshing that. We all may think we know it but sometimes we may need a refresher. Again, my main points for the year were brotherhood, cheerfulness, and service, And I think in this room I think we covered each of those many times today. Remember to be cheerful about what we do, continue to serve other than ourselves, and be brothers to one another. If we continue to do that then we are going to have a great year.”

Appendix A: Motions passed

Motion: After each committee being asked to cut 10% from their budget and the hard work of the treasurer and his adviser, The EC believed the annual budget was ready to be approved. The Budget was approved by the EC.

Moved by Lucas Birdlebough

Multiple seconds

Decided by a unanimous quorum

Motion: The E.C saw it necessary to raise the price of functions by 5 dollars with a five-dollar late fee to help fix our budget and to help lessen the amount the lodge must pay per person per event. The average cost of a participant is \$23 while in the past participants have only been paying \$15 for ordeals and fall fellowship and \$25 for Winter Banquet with each having a \$5 late fee. The E.C has raised the cost of each function by \$5 making ordeals and fall fellowship \$20 and Winter Banquet \$30 each with a \$5 late fee.

Moved by Ben Marden

Multiple seconds

Motion: The membership committee presented Article IX from the by-laws which define the basic responsibilities of the membership committee. They brought to the EC the issue of how to distribute membership cards. The E.C decided to distribute Membership cards through the chapters

Moved by Mack Calvert

Multiple seconds

Tutelo Lodge 161
Order of the Arrow, Boy Scouts of America
Lodge Executive Committee Meeting Minutes
Sunday, March 10, 2019
BRMC Service Center
Sam Bystrek, Lodge Chief, presiding



Motion: The inductions committee has written guidelines for the safety, conduct, and inclusiveness of all members. It is based on the guide to safe scouting. These guidelines will be in effect at all ordeals if approved. It has been approved to be voted on at the next meeting with any revisions by the Lodge chief and his Vice Chiefs.

Moved by Gabe Plichta

Multiple seconds

Motion: That out of three function patches voted on (Pictures can be found in Appendix B) Michael Kyle's has been selected as the function patch and will be fully designed and brought to the April meeting to be approved.

Moved by J.D Castleman

Multiple seconds

Appendix B- Images and documents that Correspond to Motions in Appendix A

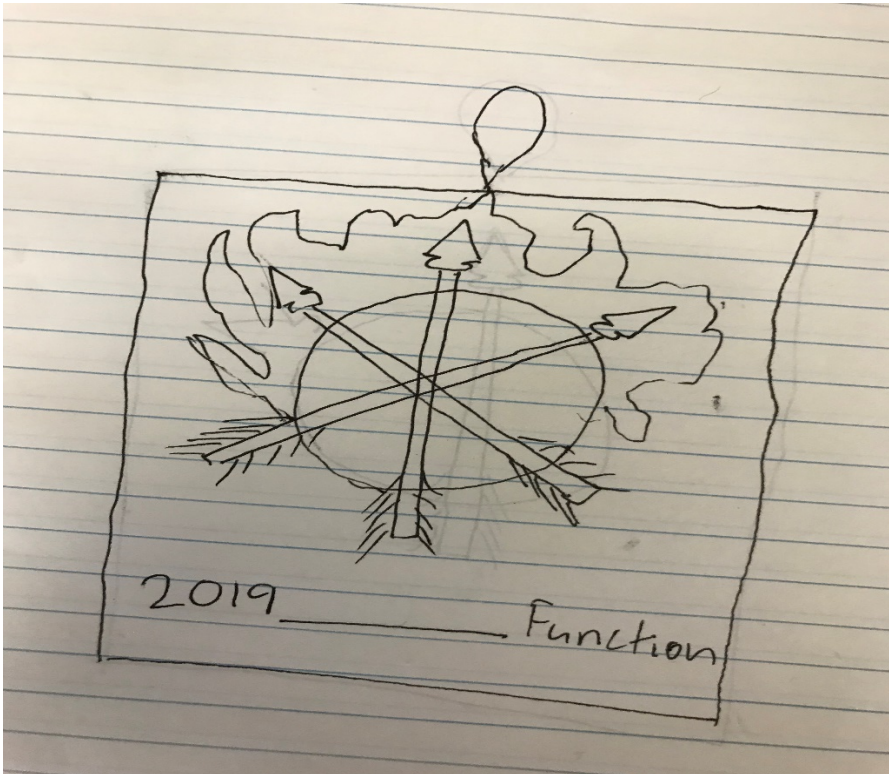


Figure 1. Function Patch Design by Wyatt Bryant



Figure 2. Function Patch Design

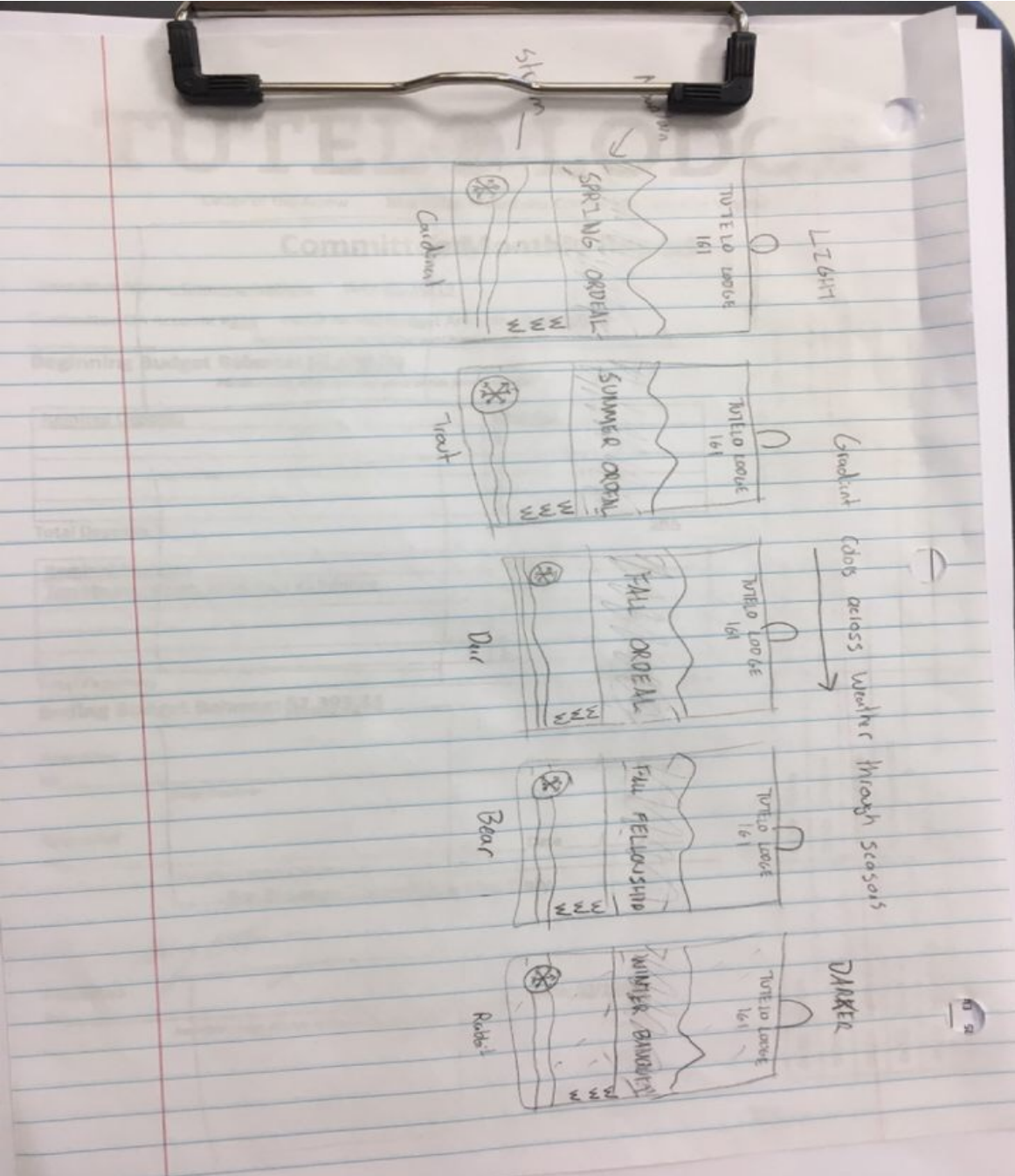


Figure 3. The selected Function Patch design by Michael Kyle

This is the Proposed Guidelines from the inductions committee and their chairman, Gabe Plichta, to be approved on at the April meeting.

Introduction

The Inductions Committee, in conjunction with Tutelo Lodge #161, have created a policy that will adhere to the new Scouts BSA *Guide to Safe Scouting*, in conjunction with the Order of the Arrow's *Guide to Inductions*, in order to create a welcoming and inclusive environment for people of all race, gender, ethnicity, disability, etc. This policy, listed below, will seek to keep Tutelo Lodge #161 in accordance to all *Guide to Safe Scouting* and *Guide to Inductions* policies, and will serve as a guide for future administrations to come as to how the Inductions, Ordeal, Fellowship, and other Lodge/Chapter activities are to be carried out. Adults are to be classified as any participant that is of the age of 18 and over, for the sake of the *Guide to Safe Scouting*.

Section 1: Concerning Actions Outside of the Inductions Process

Adult Supervision

There is to be at least two registered adult individuals over the age of 21 present at every event. In every event where there are to be females present, there must be at least one registered adult female individual over the age of 21. One-on-one contact between youth (age between 12 and 18) and "youth-plus" (age 18 to 21) or adult (age 21 and over) is strictly prohibited and must be done in the presence of another registered individual. All members who are of the age of 18 and over must have taken and passed "Youth Protection Training", in order to be familiar with the *Guide to Safe Scouting* and its principles.

Sleeping Accommodations

Tenting

Separate tenting between male and female adults and youth must be strictly enforced. Youth males and youth females are not to sleep in the same tent, regardless of relationship (e.g., brother/sister, partners, etc.). Adult males and adult females may sleep in the same tent if they are spouses. Adults and youth are not to sleep in the same tent, even if they are family, unless it is a Cub Scouting event. Youth sharing tents must be at most two years apart of each other.

Lodging/Cabins

Separate lodging and cabins must be provided for male and female youth, as well as male and female adults. If separation cannot be provided, for any other reason, it must be referred to the *Guide to Safe Scouting*. Under no circumstances, unless extenuating, may adults and youth of the same gender share lodging. Males and females may not be lodged with each other, with no exceptions.

Restrooms and Latrines

Both youth and adults may not share the same showering and restroom facilities, unless each shower and restroom are separated from each other. Males and females may not share the same shower and restroom facilities, regardless

of separation and privacy installations. If separate facilities cannot be provided, separate showing times must be adhered.

Other Program Requirements

The buddy system should be used at all times. The use of smartphones, cameras, mirrors, drones, etc., in places or situations where privacy is expected is prohibited. All aspects of the Scouting program are open to observation by parents and leaders; the BSA does not recognize any secret organizations as part of its program. Hazing and initiations are prohibited and have no part during any Scouting activity. All forms of bullying and harassment including verbal, physical, and cyberbullying are prohibited. Inappropriate public displays of affection are prohibited. Sexual activity is prohibited. Appropriate attire is required for all activities. Any and all violations of the *Guide to Safe Scouting* must be reported to the adult lead at every function; reporting must follow the *Guide to Safe Scouting*'s adherence of the policy.

Section 2: Regarding the Inductions Process

Adult Supervision

All activities must adhere to the *Guide to Safe Scouting*'s policy on adult supervision. Adults must be in the presence of all Induction Committee activities and actions, and aware of their decisions regarding the safety of all participants in the process (i.e., Ordeal Candidates, New Ordeal Members, Brotherhood Candidates, and New Brotherhood Members).

Clan Assignments

Clans are to be assigned as follows:

- Females and males are to be kept in separate clans. There should be no mixing of males and females, regardless of clan sizes. This is not to be followed by Brotherhood Candidate clans.
- Each clan is to have a fully trained for Ordeal Candidates and a fully trained for Brotherhood Candidates. In Ordeal Candidate clans, male and female clans must have either a male Elangomat or a female Elangomat. Clans may grow in size, depending on the availability of male and female Elangomats.

Sleeping Accommodations

Regarding Ordeal Candidates between the time of the end of the Pre-Ordeal Ceremony, and the agreed upon "wake-up" time, the Inductions Committee is responsible for creating a safe environment for female participants when sleeping. Males and females are not permitted to sleep with each other during this time, regardless of age and relationship status. If caught, the Candidates will be asked to return to the Main Camp while an investigation takes place and may be asked to leave the Ordeal Weekend. If possible, sleeping areas should be separate for each gender (e.g., separation by distance), but accommodations may be made if this cannot be accomplished. Alternate accommodations may be given to those with any form of a disability.

Latrines and Restrooms

Will follow the above-mentioned policy.

Service

There is not to be any form of discrimination done towards the service project of both female and male clans, either in assigning of projects or difficulty of projects. However, if there is is/are candidate(s) with any form of a disability, an alternate project may be assigned to said individual that they are comfortable with doing. If a candidate does not feel comfortable (to a degree) with a certain project, they possess the right to request for an alternative assignment.

Other Program Requirements

All other program requirements are to be followed with strict adherence.

Section 3: Regarding Discrimination

All forms of discrimination are prohibited, and no Ordeal Candidate or Order of the Arrow member is to be discriminated against, regardless of race, gender, ethnicity, sexual preferences, etc.

Section 4: Regarding Actions Taken Against Those Who Violate the Above Policies

If it is reported that a violation has occurred of any of the above policies, Tutelo Lodge #161, the Blue Ridge Scout Reservation, the Blue Ridge Mountains Council, the National Organization of both Scouts BSA and the Boy Scouts of America, and other law enforcement agencies reserve the right to open an investigation into the matter. Individuals may be required to suspend activities at the event in question, as well as future events, until a thorough investigation is complete, and may be removed from the event if deemed necessary. The aforementioned organizations reserve the right to remove anyone from any event, though should not do so in a discriminatory way. The aforementioned organizations also hold the right to deem any form of punishment necessary, except for hazing or capital punishment. All other local, state, and federal laws are to be followed.

Appendix C: Chapter Reports

Tuscarora:

In February we held unit election training. We're going to hold a Tap-out ceremony training this month. we would like to thank Jacob Dejarnette for his help. We will start scheduling unit elections for those units that need them this month. We will have all elections done so everyone will be ready for ordeal season. We are looking forward to the Spring Ordeal.

Mingo:

The Mingo chapter has had a good month. We had a meeting last Sunday at North Roanoke Baptist Church we had pizza, fellowship, played games, and discussed a variety of topics. As a chapter we've decided to host Webelo's to Woods in conjunction with the district spring camporee to create a smooth transition for the Webelos, and so they can get a taste of what it is like to be a Boy Scout. Also, we're going to run 2 stations at the cub family camping weekend. We have also scheduled a few elections already and, plan to continue scheduling and executing those shortly. Our next meeting will be at North Roanoke Baptist Church at 2:00 o'clock on April 6th. We will have pizza and/or chicken. I hope to see you there.

Moneton:

Moneton had a successful February meeting. We got everyone who attended squared away on paying dues other than those who are waiting to pay them online. Several members will be participating in the Paul Bunyan service day at camp Alta Mons next weekend, and our next meeting will be this Tuesday at 7:30 PM at central UMC in Radford

Koo Koo Ku Hoo:

Koo-Koo-Ku-Hoo chapter is having a great first few months of the year. We are in the process of doing elections. We have conducted an election and are getting ready to conduct a call out this month before Spring Ordeal. Our next meeting is this coming Thursday March 14th at Heritage United Methodist Church. I hope to see you there.

No report from Lappilennin and Wil-Kip-Jo Chapters

Appendix D: Committee Reports

Communications:

Communications has been communicating and working on the torchbearer with revisions. at this point you should have received one in the mail, and if you have not you are not on the mailing list. Also, the website is currently down that will be looked at later today to get it back up.

Drum and Dance:

Drum and Dance committee had a good month period we've been working on our regalia for Conclave. We're hoping we take 1st place in Northern Traditional Dancing at Conclave. We have submitted a revised budget as requested. We are looking forward to having a great time at Conclave. Be sure to check out the AIA station hosted by our own Eric Covington.

National Event Promotions:

NEP booth! NEP would like to remind everyone, that the NEP booth will be opening for the very first time at the spring function PB and J's will be provided, it is bring your own bread. Also, Conclave will be at the end of the next month, so expect us to flood your inboxes with emails so we can get support from our brothers to help win the Golden arrow.

Service:

The service committee's had a relatively quiet month as we gear up for a busy time of year.

Trading Post:

Pre orders are ready to be picked up. Today is the last chance to pre-order places until Fall Ordeal.

Activities:

The activities committee has begun preparations for fall fellowship. I would like to encourage each committee and chapter to bring something to the expo to show off how there year has been and to show off. I remind everyone to please fill out the

activities survey for fall fellowship was quickly as possible. If you have any recommendation for the activities committee concerning any lodge event please come talk to me, email me at the activities lodge email, or put it in the activities survey.

Winter Banquet:

Seeing as there hasn't been a function for me to take pictures, I haven't done much.

Ceremonies:

Ceremonies hasn't been up to much lately. I've started communications with our teams, to prepare for the spring and summer or deals. The big thing I have to talk about is ceremonies weekend with the event only a few weeks away. It's crunch time for registration. If you are a ceremonial list and you haven't registered. You know who you are! Also, invite to invite people involved in inductions to attend. We have some fantastic training set up for you.

Membership:

Please pay your dues. Go back to your troops and ask fellow arrowmen to pay their dues.

Induction:

The inductions committee has become planning for the 2019 spring ordeal, which will be held at camp Atari on May 10th through the 12th so far, we have developed a tentative event schedule which does not include events planned for the activities committee or specific ceremony details here as of now, these details are being spread around to the various committees involved , and the committee is planning to have a more firm schedule done by the April lodge meeting, this early copy of the schedule be available at the meeting today. At this spring ordeal, the community is planning on introducing changes to minor aspects of the weekend, the hopes are creating a better and more inclusive environment for all ordeal candidates. One such change is the creation of chapter specific clans which will be used to promote inter-chapter mingling and togetherness throughout their ordeal. In conjunction with the Activities Committee, inductions are also working to create events are specific to Ordeal Candidates during down time before being taken to Pre-Ordeal staging. This should help create an air of welcoming in Brotherhood between those participants and their respective clans. Our committee is also dedicated to the training and equipment of those that make up the committee. And in effort to streamline the ordeal process and leadership within the committee, we're planning to have a training day for important members of the committee (e.g., Ordeal Master, The Brotherhood Master, the Vice Chairman of the committee, the Chairman and his advisor) Later this month at a location yet to be released. This will be a one day, all day event with a lunch included. Finally, the committee is committed to creating a fully welcoming environment for all new members of the lodge, regardless of their gender, race, ethnicity, or age. that being said, the inductions committee has written it will be introducing a policy to the lodge executive committee that will be inclusive of all people. This policy will be introduced in new business later on, well keep the lodge on the forefront of safety

Tutelo Lodge 161

Order of the Arrow, Boy Scouts of America

Lodge Executive Committee Meeting Minutes

Sunday, March 10, 2019

BRMC Service Center

Sam Bystrek, Lodge Chief, presiding



and inclusivity for all women. As always, we are looking for members for our committee, so please, if you were interested or know anyone who is, feel free to reach out to us by the email provided under the leadership tab of Debbie www.tool0161.org

No reports from Milk Committee, Elangomat, History, Vigil Selections, Dining hall, and Powhatan COC Committees.

Tutelo Lodge 161
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Appendix E: Treasurer's Report

TUTELO LODGE
Order of the Arrow Blue Ridge Mountains Council 599, Roanoke Virginia

Tutelo Lodge Accounts Summary
As of February 28, 2019

Issued Date: March 10, 2019

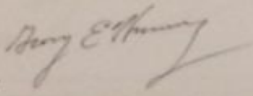
Account #	Account	Previous Month's Amount	Current Amount
OA	OA/Tutelo Lodge General Operations	\$16,669.83	\$12,744.03
OA	OA/Tutelo Lodge Chapter	\$2,941.87	\$2,941.87
OA	OA/Tutelo Lodge Savings	\$0	\$0
OA	OA/Tutelo Lodge Special Projects	\$0	\$0
Total			\$15,685.90

B: Approval
Must be ultimately authorized by the Vice Chief of Chapters and Approved by the Executive Committee

Approved by _____ Date ____/____/____
Vice Chief of Chapters' Signature

Approved by _____ Date ____/____/____
Lodge Treasurer's Signature or Lodge Chief's (if Treasure is not available)

C: For Finance Committee Use Only

Processed by  _____ Date 03/10/19
Associate Lodge Advisor of Finance's Signature