

Westborough Massachusetts Crew Code and Bylaws

I. Preamble

A. Venturing Oath

As a Venturer, I promise to do my duty to God and help strengthen America, to help others, and to seek truth, fairness, and adventure in our world.

B. Venturing Code

As a Venturer, I believe that America's strength lies in our trust of God and in the courage, strength, and traditions of our people. I will, therefore, be faithful in my religious duties and will maintain a personal sense of honor in my own life. I will treasure my American heritage and will do all I can to preserve and enrich it. I will recognize the dignity and worth of all humanity and will use fair play and goodwill in my daily life. I will acquire the Venturing attitude that seeks the truth in all things and adventure on the frontiers of our changing world.

II. Crew Bylaws

A. Membership:

Membership shall be open to all young adults at least 14 years of age and completed the 8th grade. No prospective member shall be disqualified because of race, color, creed or sex. All members must be registered as Venturers and agree to the crew code and bylaws.

B. Officers:

The Elected officers shall be President, 2 Vice Presidents, Secretary, and Treasurer.

C. Officers Responsibilities:

President - Serves as youth leader of the crew; implements the crew program in cooperation with the other officers and members; works closely with Advisor and other adult leaders in a spirit of partnership; represents the crew at council meetings; assist crew advisors at crew officer's seminar; presents annual reports to charter organization; with the approval of the advisor, appoints chairs for projects.

Administration Vice President – Serves as administrative officer to the crew; assumes responsibilities of the crew president in his/her absence; leads the recruiting and admission of new members; recognizes achievements of crew members; is responsible for opening and closing on special occasions; keeps an up-to-date crew roster

Program Vice President – Arranges program planning process; collects and maintains crew activity file; determines the interest of the crew members; provides support for the activity chairs

and committees; maintains an up-to-date calendar of meetings and activities; appoints chairs for projects and activities.

Secretary – Manages communications and publicity for the crew; maintains crew membership and attendance records; is responsible for all crew correspondence and minutes; creates a newsletter every other month to be distributed to all crew members.

Treasurer – Maintains financial records and monitors the crew's budget; collects and disperses funds; communicates information about the crew's finances to the crew members.

D. Elections:

Officer elections shall be held at the first crew meeting in June of each year. To run for an office the youth member must be an active member of the crew for 1 month prior to the election. The term of office will be for a period of 1 year. Additional elections will be held as necessary if an officer cannot complete his/her normal term. To hold an election, two-thirds of the active members must be present. To be elected, a candidate needs to receive a simple majority of the votes cast.

E. Dues:

Dues in the amount of \$24 plus a \$12 meeting activities fee (for a total of \$36) per year will be payable in September. College students will only pay \$24 per year. New members joining after September will pay a pro-rated amount. In order to attend an activity, each person must have paid \$24 at the start of the year (September) and an additional \$12 at the beginning of the calendar year. Crew members who can only attend activities and not meetings (College Students) will not need to pay the \$12 meeting activities fee.

F. Funding and Spending:

A budget is required for all activities. Each activity will be self-funding; paid for by participants. Fundraisers should be held when funds are needed for activities. Crew members who participate in fundraisers will receive a percentage of the money raised to pay for crew activities.

Spending– The treasurer is prohibited from spending money without the approval of the officers.

G. Meetings:

Crew meetings will be held regularly as decided by the officers. The President who will make an agenda for each meeting will run the meetings. The secretary will take minutes of any decisions voted on at the meeting. Voting on all issues will be by a simple majority with the exception of changes or amendments to the bylaws. A quorum shall consist of one more than the majority of members for votes on routine business. Adults do not vote on crew business. The format of the meeting shall be as follows:

1. Review and accept minutes from previous meeting
2. Review and accept treasurer's reports
3. Activity reports from activity chairs
4. Announce time and date for upcoming meetings

H. Recruiting/Crew Size:

There are currently no restrictions as to the crew size.

Open house – An annual open house will be conducted in October of each year for the purpose of attracting new members and gaining publicity for the crew.

I. Trips and Activities:

Each trip will be open to all active members of the crew. All members are required to complete and hand in a permission slip for each activity. In the event that a size limit has to be placed on a particular activity, then the activity chair will accept permission slips and activity fees from participants on a first come first served basis. In the event of a tie, the participants will determine a fair method. If a trip is overbooked, then there shall be a waiting list.

J. Newsletter:

The crew, under the direction of the Secretary, shall publish a newsletter every other month, which shall include all meeting dates and other information of interest to the membership. The newsletter will be posted on the website and serve as the historical record of the crew.

K. Bylaws (Changing and Passing):

The officers can make changes to the bylaws at any time. The changes must be approved at a regular business meeting. To approve changes, two-thirds of the active members must be present and the changes need to receive a majority of the votes. Adults do not vote in crew business.

L. Uniform:

Appropriate Dress is required at all activities. The crew uniform shall consist of a standard Crew 100 T-Shirt. The shirt shall be plain gray in color with a small crew logo silk-screened over the left chest. A t-shirt will be given to each youth member upon the payment of initial registration fees and application. Additional shirts can be purchased from the treasurer for \$10 each.

Westborough Massachusetts Crew Code and Bylaws Agreement

As a new member of Venture Crew 100, Westborough, Massachusetts, I certify that I have received a copy of the Crew Code and Bylaws. I have read the code and bylaws, understand them, and agree to them.

Signed: _____

Date: _____

Note: this form is to be signed and returned with an application from a new member of the crew.

Venture Crew 100 Code and Bylaws

Original Created December 1, 2001 Approved by unanimous vote January 13, 2002

Modified and approved September 23, 2003 Crew Website: <http://www.venturecrew100.org>