



Rev. 3-10-07

Venture Crew 2000 Hawkeye Area Council

Crew Code and Bylaws

I. Preamble-Venturing Code

- As a Venturer, I believe that America's strength lies in our trust in 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. Good Conduct Policy Code

Participation in Venturing activities is a privilege. Members who participate in Crew activities serve as ambassadors of the Crew throughout the calendar year, whether they are with the Crew or not. Crew members who wish to have the privilege of participating in Crew activities must conduct themselves in accordance with Crew policy and refrain from activities which are illegal, immoral or unhealthy. Members who fail to abide by this policy may be subject to disciplinary measures.

III. Good Conduct Rule

To retain eligibility for participation in Crew activities, members must conduct themselves as good citizens both during and away from Crew activities. Members who represent the Crew are expected to serve as good role models to other Crew members and to citizens in the community. Any member, who, after a hearing at which the member shall be confronted with the allegation, the



basis of the allegation, and given an opportunity to tell the member's side, is found to have violated the Crew's Good Conduct Rule will be deemed ineligible for a period of time, as determined by the officers and Advisor. A member may lose eligibility under the Good Conduct Rule for any of the following behaviors, or when the preponderance of evidence indicates a policy violation:

- A. Possession, use, or purchase of tobacco products, regardless of the member's age.
- B. Possession, use, or purchase of alcoholic beverages, including beer and wine ("use" includes having the odor of alcohol on one's breath).
- C. Possession, use, or purchase of illegal drugs or the unauthorized possession, use, or purchase of otherwise legal drugs.
- D. Engaging in any act that would be grounds for arrest or citation in the criminal or juvenile court system, excluding minor traffic offenses, regardless of whether the member was cited, arrested, convicted, or adjudicated for the act(s).
- E. Inappropriate or offensive conduct such as fighting, insubordination (talking back or refusing to cooperate with authorities), hazing or harassment of others.

IV. Crew Bylaws

A. Objectives

The objectives of the Crew are as follows:

1. To gain practical experience in outdoor skills through hands-on experiences in high adventure settings.
2. To conduct a program with a variety of activities which encourage the development of the whole person.
3. To experience positive leadership from adult and youth leaders and to be given opportunities to take on leadership roles.
4. To have a chance to learn and grow in a supportive, caring and fun environment.

B. Membership



Membership shall be open to all young adults who live in the surrounding area, have completed the eighth grade, are at least 14 years of age and have not yet reached the age of 21. No prospective member shall be disqualified because of race, color, creed, gender or economic circumstances.

C. Officers

1. The elected officers of the Crew shall be President, Vice-President of Administration, Vice-President of Programs, Secretary and Treasurer. The President, after consultation with the other officers, and with the approval of the Advisor, shall appoint activity chairs, the Webmaster and Logistician and make other assignments as needed. The duties of the officers shall be as prescribed in the *Venturing Leader Manual* or in the Appendix to the Bylaws.
2. No elected officer shall serve more than two successive full terms in the same elected office.
3. Officers are expected to conscientiously fulfill the duties of their office as outlined in the *Venturing Leader Manual*. Evidence of such fulfillment includes consistent attendance at Crew activities and meetings (must attend 60% of meetings, see Section L. Attendance for more information) and at monthly officer meetings. If the Crew officers and/or Advisor determine that an incumbent officer is not fulfilling their duties, the Advisor shall meet privately with the officer and review the requirements of the position. If the officer's performance does not improve within 30 days, as determined by the Advisor and Crew officers, a special election may be called by the Advisor to elect a replacement officer. (See Section D for further information on special elections.)

D. Elections

1. The normal term of office shall be for one year starting on September 1. Elections shall be held during the first meeting in August.
2. Crew elections shall be run by the President, with the support of the Advisor. If the President is unavailable, or is running for reelection, the election shall be run by the VP-Administration.



3. Crew members desiring to run for office shall furnish a letter of intent outlining qualifications and goals for the Crew to the Advisor at least one week prior to the scheduled election.
4. The election shall be by written ballot. A simple majority of votes is required for election to a post. A quorum shall consist of the eligible voting members present at the election meeting.
5. Election results will be tallied by adult leaders and only the winner announced. Actual vote tallies will not be disclosed.
6. In the event of a tie, all candidates will be asked the same question by the President and be given an opportunity to give an answer to the Crew members, and then a revote shall be conducted. If another tie occurs, the past year's officers (excluding any running for re-election) shall meet separately from the Crew and cast their votes in order to break the tie.
7. Crew members will be given advance notice of at least two weeks of a special election for replacement of an officer.
8. A special election shall be conducted in accordance with the same rules as a regular election, unless the President is being elected, in which case the Vice President-Administration shall conduct the election.

E. Crew Business

Crew business will be conducted under the principles outlined in *Robert's Rules of Order*. Voting on all issues will be by simple majority, with the exception of changes or amendments to the bylaws, which will require a two-thirds vote of the eligible voters. A quorum shall consist of the majority of members present at the meeting.

F. General Meetings

General meetings will be held on the first and third Sunday of each month. The time and place of the meeting shall be set by the members. Changes to the regular meeting time or place shall be communicated to the members at least two weeks prior to the meeting date.

G. Officer's Meetings

Officer's meetings shall be held at least monthly, at a time and place



mutually agreed upon by the officers.

H. Crew Communication

1. Crew members will utilize e-mail and the Crew's web page as the primary forms of communication. Members will make every effort to inform the Crew of changes in address and will diligently review mail so as to stay informed.
2. It is the responsibility of the Secretary to ensure that all members have an up-to-date member roster every six months.

I. Dues

1. Dues will be \$40 annually, payable with the Crew re-charter in December of each year.
2. No dues are collected from a member while they are attending a community college or university.
3. Members joining after January shall pay dues pro-rated to the nearest quarter.

Month of Joining Crew Dues Owed

January – March \$40

April – June \$30

July – September \$20

October – December \$10

4. Members greater than 60 days delinquent in dues will be allowed to attend general meetings, but will not be allowed to participate in outings, high adventures or run for office.

J. Medical Information

1. An Emergency Form is required for all registered Crew members and adults in order to participate in Crew activities. The form must be signed by the parent or legal guardian at the time the member is joining the Crew and updated annually at re charter in December.



2. A Class 3 medical form (a physical performed by a physician) is required for all participants within 12 months of attending high adventures.

K. Money-earning Projects/Fundraisers

1. All money-earning projects must be approved in advance by the Advisor and meet BSA requirements. Participation in fundraisers is a privilege, not a right. In addition to the conditions outlined below, participants must be judged by the Advisor to have the attitude and work ethic necessary to properly represent the Crew.
2. Members must be registered with the Crew by February 28th to be on the priority list for fundraisers.
3. Crew members must personally work on the fundraiser. No substitutes are permitted unless approved by the Advisor or adult leader of the fundraiser.
4. Participants are called to work fundraisers in the current year in the following order:
 - a. Those who are participating in a super high adventure.
 - b. Those who are participating in a high adventure with the next highest dollar expense.
 - c. Those who are not participating in a high adventure during the current year.
5. Crew members and senior Troop members are eligible to participate in fundraisers.
6. Adult leaders of a high adventure may set up a fundraiser for the group upon approval of the Crew members and Advisor.

L. Adult Leadership

Adults will encourage and support youth leadership of meetings and outings through the following means:

1. Adults who identify areas where improvement in the Crew leadership or operations is necessary, should address their concerns to the President and Advisor.



2. Adults will provide primary transportation for Crew activities.
3. Youth members possessing an unrestricted driver's license may provide transportation for other Crew members upon furnishing written approval from their parent and the other Crew member's parents on the activity permission form.
4. Direct "parenting" during Crew activities is discouraged.
5. Adults are expected to set the highest possible example of behavior, character and leadership.
6. Adults should plan to provide adequate, but minimum coverage and attendance for Crew activities. Unless greater coverage is warranted by transportation, a large activity size or other special needs, adult supervision of activities shall be limited to four adults.

M. Drugs and Controlled Substances

1. The possession or use of controlled substances is inconsistent with the goals and objectives of Venturing. Crew members who possess or are under the influence of such substances will be required to leave the meeting or event immediately.
2. Parents or guardians will be required to pick-up members found violating this rule, regardless of location or time.
3. Members violating this rule will not be allowed to participate in future events for a minimum of six months.
4. More severe penalties, including expulsion, may be imposed by the officers, if approved or required by the Advisor.

N. Attendance

1. Members are expected to take advantage of regular meetings in order to stay informed and influence the activities planned by the members. In order to ensure that the Crew operates smoothly, and in a spirit of camaraderie, an attendance record will be maintained by the Secretary for each member. Members failing to maintain a cumulative attendance record of 60% of the meetings will not be eligible to participate in



activities, outings, cast votes, or hold elective office.

2. Members aged 18 and older, who maintain active membership status, may be exempted from attendance requirements if their absence is caused by educational, religious or employment conflicts or who otherwise arrange excused absences. Such determination may be made on a case by case basis by the Advisor.
3. Members who have earned their Eagle Rank, Ranger Award/Outdoor Bronze Award, Quest Award/Sports Bronze Award, Trust Award/Youth Ministries Bronze Award, Gold Award or Silver Award while with the Crew, and who are no longer located in the Cedar Rapids area, may be offered alumnus status for selected Crew activities. Such determination may be made on a case by case basis by the Advisor.

O. Crew Member Relationships

Members who are involved in a personal relationship with another Crew member must refrain from any intimate display during Crew activities:

1. If intimate conduct continues during Crew activities, the Crew members may be asked to leave the Crew activity by any two officers or the Advisor.
2. The Crew members will be given one formal warning prior to being asked to leave unless the activity is sexual in nature. No warning will be offered for sexual offenses.
3. Inappropriate intimate behavior includes kissing, cuddling, or other intimate touching.
4. Members may continue a personal relationship with another Crew member outside of Crew activities.

P. Sexual, Verbal, or Physical Harassment

A Crew member who feels they are being harassed by another member should immediately report the incident to the Advisor and Crew officer present during the activity. The following disciplinary steps will be taken:

1. A discussion will be held among the parties in an attempt to resolve the matter.



2. If the harassment continues, a parent or guardian will be contacted and the offending member will be sent home.
3. Adult members charged with harassment will be reported to the BSA or local authorities, as appropriate.
4. Members who are repeatedly reported as contributing to harassment incidents will have their membership terminated.

Q. Overnight Procedures

1. Crew officers, with the approval of the Advisor, will determine the appropriate time to retire to the designated sleeping quarters.
2. A youth must remain in the appropriate sleeping quarters for the duration of the evening, or seek special permission from the Advisor in advance for exceptions.
3. Any youth found in the sleeping quarters of the opposite sex after the designated time will be sent home immediately and will be ineligible to participate in any event for a minimum of six months. More severe penalties, including expulsion, may be imposed by the officers, if approved or required by the Advisor.

R. Uniforms

1. The official uniform of the Crew shall be the green V2K polo shirt.
2. The shirt shall be worn with jeans or jean shorts and an optional
3. maroon beret.
4. The official uniform shall be worn at Council functions and activities, when other members of the BSA are present and in uniform, at Courts of Honor, and at other events when so specified by the officers.
5. The members shall determine from time-to-time which other shirts and/or designs shall be worn at other activities.

S. Activities Eligibility

1. Eligibility for most Crew activities may be established by meeting the standards for attendance at Crew meetings and being current on dues.
2. Selected activities may require additional qualifications, such as the



attainment of certain advancement levels, including Venture

3. Bronze, Ranger, Quest, etc.
4. Participation in High Adventures will typically require that the Crew member achieve one advancement recognition during the prior year. The measurement period for eligibility determination is the twelve month period ending February 28 of each year.
5. Final determination regarding individual eligibility for activities will be made by the Advisor.

T. Amendment of Bylaws

1. All proposed amendments, additions or deletions to the Bylaws shall be submitted in writing to the President and Advisor no less than two weeks prior to the next general meeting.
2. If approved by the Advisor, copies of the proposals shall be distributed to members no less than one week prior to the next general meeting.
3. The Crew will discuss and vote on the amendment at the next general meeting. A 2/3 affirmative vote of eligible members is required for the amendment to pass.