



**Tupwee Gudas Gov Youchiqudt Soovep**  
**"Land of the Quaking Aspen"**  
**Lodge #536**  
**Established. 1958**

# **By-Laws**

**Tupwee Gudas Gov Youchiqudt Soovep**  
**Rocky Mountain Council, BSA**

*REVISION DATE: January 11, 2009*

**SECTION 1: NAME AND AFFILIATION OF LODGE**

- A. The name of this Lodge of the Order of the Arrow shall be Tupwee Gudas Gov Youchiqudt Soovep Lodge #536. W.W.W.
- B. The Lodge shall be affiliated with the Rocky Mountain Council. #63. Boy Scouts of America; and will be under the administrative authority of the Scout Executive of the said Council.
- C. The Totem of this Lodge is the Rocky Mountain Quaking Aspen Tree.
- D. Sashes and Lodge Flaps.
  - 1. The Lodge flap shall be a single flap designed by the youth of the Lodge; Unless for a special occasion such as a fundraiser, NOAC, Conclave and other special events.
  - 2. The Lodge flap will be made available for unlimited purchase upon presentation of current dues card at all Lodge functions only, or if authorized by the LEC other events.
  - 3. The Order of the Arrow sash shall be worn at all Lodge, Chapter, Section, Regional and National functions and these functions only.

**SECTION 2: OFFICERS OF THE LODGE**

- A. The elected officers of the Lodge shall be:
  - 1. Lodge Chief
  - 2. Vice-Chief of Administration
  - 3. Vice-Chief of Ceremonies
  - 5. Secretary
  - 6. Treasurer
- B. Elected Lodge Officers:
  - 1. Candidates for elected Lodge office shall be nominated by the Lodge Nominating Committee, which shall consist of at least one active voting member from each district.
  - 2. Candidates may petition for a nomination for Lodge Office signed by at least 10 active voting members and by the nominee himself.
  - 3. Lodge Officers shall be elected by a majority vote of the active voting members present at the Fall Fellowship. A secret ballot shall be used.
  - 4. Lodge Officers elected at the Fall Fellowship weekend shall be installed at the following annual Winter Business Meeting.
- C. Duties of the Lodge officers are outlined in the Officers Handbook. With the following exception;
  - 1. Vice-Chief of Administrations shall be the presiding officer in the absence of the Lodge Chief. He is also the Ordeal Master and OA Troop/Team Representative coordinator.
  - 2. Vice-Chief of Ceremonies will be responsible for all ceremonies, including those of the Call-Out Ceremony, which is put on by each Chapter
  - 3. Treasurer will be responsible for the Trading Post of the Lodge.
- D. Lodge officers shall be elected annually, by a majority of those members present at the Fall Fellowship.
- E. Lodge officers may succeed themselves only once.
- F. The Vice-Chief of Administration shall fill in-term vacancies of the Lodge Chief. All other vacancies shall be appointed by the Lodge Executive Committee with the approval of the Lodge Chief, Lodge Advisor and Lodge Staff Advisor.

**SECTION 3: CHAPTERS OF THE LODGE**

- A. The Lodge shall be divided into Chapters. Each chapter shall come under the supervision of the Lodge and work with the District Camping committee. The District Scout Executive shall serve as the Chapter Staff Advisor.
- B. The Chapter Staff Advisor shall appoint the Chapter Lay Advisor, after consultation with the District Chairman and Lodge Lay Advisor and final approval by the Council Scout Executive. This is an annual appointment.
- C. The elected officer of each chapter shall be:
  - 1. Chapter Chief
  - 2. Chapter Vice-Chief
  - 3. Chapter SecretaryThe jobs for the above are:
  - Chapter Chief
    - a. To be the chief administrator at all Chapter functions
    - b. To be responsible to the Lodge Chief.
    - c. To supervise the operation of each officer and committee of his chapter
    - d. To assign responsibilities to the Vice-Chief and other officers and committees
    - e. To be a member of the Executive Committee of the Lodge (LEC).
  - Chapter Vice-Chief
    - a. To function as the Chapter Chief in case of his absence.
    - b. To monitor and insure the operation status of each committee assigned him.
  - Chapter Secretary
    - a. To keep accurate minutes of all chapter meetings.
    - b. To submit information for the Lodge Newspaper to the Lodge Secretary.
    - c. To handle all communications of the chapter.
- D. Chapter officers shall be elected annually, by a majority of those members present at the Fall Fellowship.
- E. Chapter officers may succeed themselves only once.
- F. The Chapter Vice-Chief shall fill in-term vacancies of the Chapter Chief. All other vacancies shall be appointed by the Chapter Executive Committee with the approval of the Lodge Chief and Chapter Advisor.

**SECTION 4: LODGE PUBLICATIONS**

- A. The official publication of the Lodge shall be "TUPWEE TALKS".
- B. Tupwee Talks shall be published at least quarterly and as often as necessary to maintain communication with members of the Lodge.
- C. It shall be the purpose of Tupwee Talks to keep all members informed concerning past, present, and future events of the Order of the Arrow. Including Chapters, Section and Area events.
- D. Tupwee Talks shall be distributed to all active members of the Lodge.
- E. The Lodge Secretary shall be responsible for Tupwee Talks.
- F. Each Chapter shall submit articles each quarter to the Lodge Secretary.
- H. The Editor of Tupwee Talks shall be appointed by the LEC at the Winter Business Meeting.

**Tupwee Gudas Gov Youchiqudt Soovep  
Rocky Mountain Council, BSA**

*REVISION DATE: January 11, 2009*

**SECTION 5: LODGE FINANCE**

- A. There shall be an induction fee payable by each new Ordeal member at the time of his induction into the Order. The Lodge Executive Committee shall set ordeal Fee. In return, he will receive:
  - 1. Membership card with dues shown as paid until December 31 of the current year.
  - 2. Order of the Arrow Ordeal Sash.
  - 3. Official Lodge Flap (given at the time of his ordeal)
  - 4. Current printing of the Order of the Arrow Handbook
- B. There shall be a Brotherhood fee payable by each new Brotherhood member at the time of his Brotherhood. The Executive Committee of the Lodge shall set this fee. In return, he will receive:
  - 1. Order of the Arrow Brotherhood Sash.
- C. Dues:
  - 1. The dues of this Lodge shall be collected annually by the Lodge Treasurer.
  - 2. The Lodge Executive Committee shall set the dues.
  - 3. All dues collected by the Chapter shall be forwarded immediately to the Lodge Treasurer for deposit with the Council Service Center.
  - 4. Dues shall be paid on or before December 31 of each year, for the following year
  - 5. All dues must be collected by March 31 or will be placed on the inactive list.
  - 6. Inactive members, whether members of Tupwee Lodge or transferring from another Lodge, may regain active status by paying 2 years dues
  - 7. Active members transferring to Tupwee Lodge for another Lodge who possess a current membership card shall be transferred with payment of dues for the current year.
- D. All Order of the Arrow funds collected for any reason shall be forwarded immediately to the Lodge Treasurer for deposit with the Council Service Center.
- E. All Order of the Arrow funds received by the Council Service Center shall go through normal accounting procedures practiced by the Rocky Mountain Council.
- F. Tupwee Lodge shall forward \$2.00 for each member chartered to the Friends of Scouting of Rocky Mountain Council by February 28.
- G. Requests for monies must include names, amount and purposes for which monies are to be withdrawn. These requests must be submitted to Lodge Treasurer, Lodge Chief and Lodge Advisors for their approval. Chapters must obtain approval before incurring any expenses.
- H. All Chapters must submit a budget for approval before the Executive Committee before the Winter Business meeting.
- I. Chapters desiring to engage in a money making project may obtain permission to do so by submitting a properly completed Unit Money Earning Application #4427 to the Lodge Treasurer. If approved, a copy of this application will be returned to the Chapter signed by the Lodge Chief and Lodge Advisor.

**SECTION 6: LODGE ACTIVITIES**

- A. The Lodge shall schedule annual activities as follows:
  - 1. Winter Business Meeting, Training Fellowship      2<sup>nd</sup> weekend of January.
  - 2. Spring Ordeal Fellowship Weekend                      2<sup>nd</sup> weekend after Memorial Day.

**Tupwee Gudas Gov Youchiqudt Soovep  
Rocky Mountain Council, BSA**

*REVISION DATE: January 11, 2009*

- 3. Fall Ordeal Fellowship Weekend     3rd weekend in August.
- 4. Section Conclave                     Set by Council of Chiefs.
- 5. NOAC                                     In July-August every other even year unless changed  
by National
- B. Special meetings of the Lodge may be called by the Lodge Chief or the Lodge advisors.
- D. Each meeting of the Lodge or it's Chapters shall be opened with the Obligation of the Order  
and closed with the singing of the Order of the Arrow song.

**SECTION 7: VOTING MEMBERSHIP**

Voting membership in the Order of the Arrow and in Tupwee Lodge shall be restricted to active members under 21 years of age.

**SECTION 8: LODGE EXECUTIVE COMMITTEE**

- A. The Lodge Executive Committee shall consist of the following:
  - 1. Scout Executive
  - 2. Lodge Staff Advisor
  - 3. Lodge Lay Advisor
  - 4. Lodge Chief
  - 5. All Lodge Officers
  - 6. Chapter Chiefs
  - 7. Chapter Advisors

**SECTION 9: AMENDMENT PROCESS**

These by-laws shall be in addition to all written rules and regulations as written in the Order of the Arrow Handbook, Officers Handbook, and Section Handbook and shall be subject to amendment at any regular or special meeting of the Lodge, provided:

- A. That due notice has been sent to each active member prior to the meeting, informing him of the meeting and the proposed amendment.
- B. That a majority vote of two-thirds of the active voting member present is obtained to pass the amendment.

**SECTION 10: AMENDMENTS**

**Amendment 1:**

**Section 3 - Chapters of the Lodge, Item D is hereby amended to read as follows:**

Chapter officers shall be elected annually, by a majority of those members present at the Fall Fellowship. In the event a valid election can not be held for chapter officers within three months of the prescribed election date, the chapter officers will be appointed by the Lodge Chief after conferring with a majority of the members of the LEC and receiving approval from the Chapter and Lodge Lay Advisors.

*As presented and affirmed by the majority of active members present at the 2009 Winter Business Meeting on January 10, 2009.*

**Amendment 2:**

**Section 3 - Chapters of the Lodge, Item F is hereby amended to read as follows:**

The Chapter Vice-Chief shall fill in-term vacancies of the Chapter Chief. All other vacancies shall be appointed by the Chapter Executive Committee with the approval of the Lodge Chief and Chapter

**Tupwee Gudas Gov Youchiqudt Soovep  
Rocky Mountain Council, BSA**

*REVISION DATE: January 11, 2009*

Advisor. The Chapter Executive Committee shall be defined as consisting of the Chapter Chief, Chapter Vice Chief, Chapter Secretary, and chairmen of any current committees appointed by the Chapter Chief. The Chapter Executive Committee will operate under the guidance of the Chapter Adviser any appointed Associate Chapter Advisor(s).

*As presented and affirmed by the majority of active members present at the 2009 Winter Business Meeting on January 10, 2009.*