Boy Scouts of America
Long Beach Area Council
Venturing Officers Association

Bylaws

Article I: Name and Affiliation

1. This organization shall be known as the Long Beach Area Council-Venturing Officers Association (LBAC-VOA).

2. The LBAC-VOA is part of the Western Region Area 4 of the Boy Scouts of America; supervised by the Long Beach Area Council Venturing Committee and under the administrative authority of the Council Executive (or his/her designee).

Article II: Mission

1. The mission of the Venturing Officers Association of the Long Beach Area Council shall be to better the Venturing program by utilizing youth leadership to promote activism within the program, advancement, and synergism between crews and ships.

Article III: Purpose and Responsibilities

1. The purpose of the LBAC-VOA shall be:

    a. To organize, promote, and give leadership to all council sponsored activities.

    b. To organize and promote council communications to assist the local officers of the Venturing Crews or Sea Scout Ships within the Long Beach Area Council.

    c. To promote activities and opportunities for Venturers at the National High Adventure Bases and other National or Regional programs and activities.

    d. To provide Venturers with a representative voice in the policies and programs of Venturing.

    e. To assist local crews, at their request, with promoting Venturing.

    f. To promote inter-council communications and activities in order to expand venturing opportunities within the LBAC and the Western Region Area 4.

Article IV: Organization and Membership

1. The LBAC-VOA shall be comprised of the LBAC-VOA Officers and the Presidents or designees of a Venturing Crew and Sea Scout Ships within the Long Beach Area Council.

2. The LBAC-VOA Officers shall be comprised of a: LBAC Venturing President, who shall be the youth leader of the LBAC-VOA; Vice President of Communications; Vice President of Program; and Vice President of Activities.

    a. Youth LBAC-VOA officers shall be elected from within the general membership of the registered youth members in good standing of the Venturing Crews and Sea Scout Ships within the Long Beach Area Council.

3. In addition any youth chairperson (temporary or permanent, as needed) appointed by the LBAC Venturing President shall be a member of the LBAC-VOA.

4. The LBAC Venturing Chair, and any appointed advisors as he/she may appoint, shall be ex officio members of the LBAC-VOA.

5. The LBAC-VOA Executive Committee shall consist of the Council Venturing Chair, the Council Venturing President, and the Council Venturing Vice-Presidents as assigned.

Article V: Council Officers and Roles

1. The role of the LBAC Venturing President shall be:

    a. To report to the Council Venturing Committee and to serve as a member of that committee.

    b. To work with volunteer advisors and staff advisors of their own VOA and with venturing presidents at the tiers above and below them.

    c. To supervise Vice Presidents, VOA liaisons, and additional optional VOA youth positions.

    d. To represent the VOA to Scouting leadership at the same tier.

    e. To motivate and coordinate the three vice presidents and any other appointed VOA members in assigned tasks and conducting meetings with them as needed.

    f. To help train and mentor presidents in lower tiers.

    g. To plan and lead regular meetings of the VOA.

    h. To track all goals for the VOA and provide regular progress reports to the Council Venturing Committee.

    i. To serve as a youth member of the Long Beach Area Council Executive Board as per Article III: The Executive Board, Section 2: Membership, Clause 3: Youth Members; the Charter and Bylaws of the Boy Scouts of America (BSA Document #57-491)

2. The role of the Long Beach Area Council Venturing Vice- President for Administration shall be:

    a. To preside at all meetings of the VOA if the President cannot be present.

    b. In consultation with the president, to appoint and supervise subsidiary positions needed to perform the administrative functions of the VOA.

    c. To develop and implement strategies to increase Venturing membership within the territory of the VOA.

    d. To actively pursues positive relationships with representatives of BSA chartered organizations, religious groups, businesses, community organizations, and other groups of interest to the VOA and Venturing.

    e. To develop and maintain knowledge of customs, traditions, and relevant facts about BSA chartered organizations, religious groups, businesses, community organizations, and other groups also of interest to the VOA and Venturing.

f. To plan and organize youth officer selections for the VOA.

g. To promote and facilitate the selection and presentation of the Venturing Leadership Award and other appropriate Venturing awards of the same.

h. To maintain records of recognitions, membership, officer selections, and VOA leadership alumni.

i. To keep contact with VOA alumni for possible future mentor or advisor roles when needed

j. To perform any other duties as assigned by the President.

3. The Role of the Long Beach Area Council Venturing Vice-President for Program shall be:

   a. In consultation with the president, to appoint and supervise subsidiary youth positions needed to perform the program functions of the VOA

   b. To supervise activity chairs and the planning of activities (conferences, outings, summits, and other events).

   c. To facilitate internal training events of the VOA.

   d. To promote external training events and maintain a knowledge base of all training opportunities available for youth and adult members in Venturing.

   e. To manage VOA finances, if required.

   f. To coordinate and implement innovative ideas for development.

   g. To perform any other duties as assigned by the President.

4. The role of the Long Beach Area Council Vice President of Communication shall be:

   a. In consultation with the president, to appoint and supervise subsidiary youth positions needed to perform the communication functions of the VOA.

   b. To take minutes at VOA meetings

   c. To actively study and remain aware of the best way to communicate to Venturers on the VOA and in its jurisdiction, understanding that several methods of delivery must be utilized for maximum effectiveness.

   d. To ensure that the VOA's web presence is being maintained, updated, and scaled appropriately for effective publication of information and collection of feedback.

   e. To periodically publish a newsletter of past, current, and future events, including articles of noteworthy events and other items of interest to Venturers.

   f. To submit articles about the VOA’s activities to other scouting media (e.g., council or region newsletter and websites).

   g. To actively pursue opportunities to increase VOA exposure by submitting articles, comments, photos, and upcoming event announcements, and to report to external publications such as local newspapers and other appropriate venues.

h. To maintain groups, pages, blogs, calendars, message boards, etc., on the most relevant social media and social networking sites.

i. To develop and maintain the tools to communicate with all relevant parties using a variety of methods such as telephone, text message, email, and postal mail as appropriate.

j. To maintain rosters of VOA members and frequently involved persons, including as many forms of readily available communication paths as possible, and to identify preferred methods, making it available to the VOA as needed and appropriate.

k. To actively pursue contact information for people, groups, and businesses of interest to the VOA.

l. To perform any other duties as assigned by the President.

Article VI: Selection of Officers

1. The elected offices of the Long Beach Area Council Venturing Officers Association (VOA President, VOA Vice President of Administration, VOA Vice President of Program, and VOA Vice President of Communication) shall be determined by nomination and simple "majority vote" of the youth members within the Long Beach Area Council Venturing Program.

2. Nominations and voting of elected offices shall occur at the "Annual Meeting."

   a. The "Annual Meeting" shall be held no less than 30 days prior to the start of the designated terms of office.

   b. Announcement of the date and time of the "Annual Meeting" shall be made to all Venturing youth members-at-large, within the Long Beach Area Council, no less than 30 days prior to said meeting date.

   c. A "majority vote" shall be comprised of the majority of Venturing youth members-at-large in attendance at said "Annual Meeting."

3. In order to be considered for any position within the LBAC-VOA, the applicant must be a registered youth member in good standing of a Venturing Crew or Sea Scout Ship within the Long Beach Area Council.

4. All officers must be registered youth members in good standing of a Venturing Crew or Sea Scout Ship within the Long Beach Area Council during their term of office. All members running for office must be registered as a youth member for the duration of their office.

Article VII: Term of Office

1. The officers' terms shall begin January 1st each year and end on December 31st of the same year.

2. If the office of LBAC-VOA President becomes vacant, the VP of Administration shall take the position of LBAC-VOA President for the remainder of that term. The vacancy of the position of LBAC-VOA Vice President of Administration shall be filled through appointment made by the remaining officers of the LBAC-VOA for the remainder of that term. At the end of said term the position of LBAC-VOA President and Vice President of Administration shall be elected as declared in Article VI: Selection of Officers of the LBAC-VOA bylaws.

3. In the event of a vacancy of any LBAC-VOA Vice President position the remaining officers shall appoint a new Vice President to the vacated position for the remainder of that term. At the end of said term the Vice President position shall be elected as declared in Article VI: Selection of Officers of the LBAC-VOA bylaws

Article VIII: Removal of Officers or Advisors from Office

1. An officer or advisor may be removed from office if he/she:
   a. Wishes to resign from office
   b. Fails to fulfill his/her duties.
   c. Fails to follow BSA policies.
   d. Fails to follow procedures outlined in these bylaws.
2. The removal procedure of an LBAC-VOA officer or advisor shall be as follows:
   a. A written petition with a list of grievances (signed by at least 10 Venturing youth members-at-large), presented to the LBAC-VOA officers.
   b. Formal charges shall be served on the involved and shall include:
      i. The factual allegations alleged to constitute a “proper showing” for removal.
      ii. Notice of hearing.
   c. A “hearing” by a LBAC-VOA review panel to discuss issues outlined within said petition.
      i. The LBAC-VOA review panel shall be comprised of six members; the Venturing Chair and the LBAC-VOA elected youth officers plus any additionally needed youth members temporarily appointed by the LBAC-VOA officers from the LBAC youth members-at-large.
      ii. The location and date of said meeting must take place not fewer than 14 and no more than 30 days after receipt of said petition.
      iii. A vote by secret ballot shall be held prior to the conclusion of said hearing.
      iv. A 2/3 majority vote shall be required to remove said officer.
      v. In the event the review panel finds there is no “proper showing” the procedure is ended and the involved notified of outcome. In the event the review panel finds there is “proper showing” the involved may within 10 days of the decision file a notice of appeal in writing with the LBAC-VOA. Upon receipt of the notice of appeal the LBAC-VOA in its entirety shall meet for an “appeal hearing;” not fewer than 14 and no more than 30 days after receipt of said appeal to discuss allegations, prior decision, and appeal. At said “appeal hearing” the involved shall be given a chance to dispute the outcome of said “hearing” and address allegations. Prior to the conclusion of said appeal hearing a secret ballot vote shall be conducted, a 2/3 majority vote shall be required to sustain prior review hearing determination.

d. Any LBAC-VOA officer or advisor may be removed for any reason at the discretion of the Scout Executive of Long Beach Area Council. Any review and/or appeal subject to the bylaws of the Long Beach Area Council.

Article IX: Meetings

1. The LBAC-VOA shall meet a minimum of six times during each calendar year. These meetings must be in person. The location of the meeting shall be decided at the discretion of the LBAC VOA Officers as they deem appropriate.

2. The Council Venturing President, in consultation with the Council Venturing Chair and/or his/her appointed designee shall prepare an agenda for each LBAC-VOA meeting. That agenda should be distributed a minimum of 24 hours before said meeting.

3. In the event that the Council Venturing President is unable to preside at scheduled meeting, the Vice President of Administration shall have responsibility as acting President at said meeting.

4. Only eligible voters may participate in discussion, unless an exception is made by the presiding officer.

   a. Eligible voters shall be defined as any and all venturing youth-at-large currently registered and in good standing within the Long Beach Area Council in attendance at said meeting.

Article X: Voting Procedures

1. Each Venturing youth member-at-large of the Long Beach Area Council shall have one vote; however the member must be present.

2. There shall be no proxy voting permitted.

3. The election of the officers shall be done by secret ballot.

4. An eligible voter may abstain if he/she chooses to do so.

5. All activities may be discussed with the Venturing youth members-at-large of Long Beach Area Council, but all of the decisions are ultimately made by the LBAC-VOA Officers.

Article XI: Overturning an Officer's Decision

1. The decision of a LBAC-VOA officer may be overturned by the unanimous vote of the other remaining officers.

2. A decision may also be overturned by the 2/3 majority vote of the eligible voting youth members-at-large at any regularly scheduled or called meeting.

Article XII: Committees

1. The LBAC-VOA may create any standing or temporary committee, and appoint committee members, necessary to carry out the purpose and responsibilities of the LBAC-VOA.

Article XIII: Parliamentary Authority

1. The rules contained in the current edition of ***Robert's Rules of Order Newly Revised*** shall govern the LBAC-VOA in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the LBAC-VOA may adopt.

Article XIV: Amendments and Revisions

1. Amendments to these bylaws may be made by the LBAC-VOA, provided that at least thirty-day written notice is provided before a regularly scheduled or called LBAC-VOA meeting.

2. The proposed amendment(s) must be provided in writing to all voting members of the LBAC-VOA.

3. Passage of an amendment requires the affirmative 2/3 vote of those LBAC-VOA members present and voting.

4. Before an amendment becomes effective it must have the approval of the Scout Executive.