



PELLISSIPPI LODGE BY-LAWS

ORDER OF THE ARROW

Article I: Name, Affiliation and Mission

1. Mission. The mission of this lodge is to fulfill the purpose of the Order of the Arrow as an integral part of the Boy Scouts of America through positive youth leadership under the guidance of selected capable adults.
2. The lodge shall be known as: Pellissippi Lodge, Great Smoky Mountain Council No. 557, Boy Scouts of America, and shall be under the supervision of the Council Camping Committee and the administrative authority of the Scout Executive.

Article II: Officers and Duties

1. The Lodge will be governed by the National Order of the Arrow policy, by the Lodge Rules, and by the elected officers of the Lodge.
2. The officers of this lodge shall be lodge chief, two lodge vice chiefs, lodge secretary, and lodge treasurer. These elected officers must be younger than 21 during their entire term of office.
3. The duties of these officers shall be outlined in the separate “Lodge Officers Responsibilities” document.
4. The Lodge shall have at least two advisers, with one being a volunteer and one being a professional Scouter, both appointed by the Scout Executive, and any number of associate advisers as desired. All associate advisers to be appointed by the Lodge Adviser and approved by the Scout Executive.

Article III: Nominations of Lodge Officers

1. The Lodge Officers shall be elected annually at the Fall Fellowship unless the Lodge Executive Committee votes otherwise with a majority.
 - 1.1. The terms of both the Lodge and Chapter officers shall be one year. The term shall begin on January 1st, and end on December 31st.
 - 1.2. Lodge officers may only serve two terms consecutively in the same office.
 - 1.3. A term is defined as more than six months.



2. Nominations for Lodge offices shall be made on official nomination sheets obtainable from the Lodge Secretary, which contains all of the specifications and rules required for officer eligibility.
 - 2.1. These specifications and rules are determined and amended by the Lodge Executive Committee.
 - 2.2. Any changes or amendments must be communicated to the general assembly within one week of changes being approved.
 - 2.3. There will be no floor nominations accepted.
 - 2.4. Each candidate must submit their completed nomination form to the Lodge Chief and Lodge Adviser at the date and time indicated on the nomination form.
 - 2.5. Each candidate must have the approval and the verification of the Lodge Adviser and the Scout Executive before they may run for office.
3. A candidate nominated for any office and not elected to that office may only drop down to run for another office if they applied for that office on their nomination sheet.
4. The votes shall be counted by the Teller Committee.
 - 4.1. This committee shall consist of five adults and five youth members of the Lodge.
 - 4.2. These vote counters shall be selected by the Lodge Chief and Lodge Adviser.
 - 4.3. The Lodge Chief shall appoint two poll watchers to observe actual voting.
5. No Arrowman serving as a Section, Region, or National officer may hold a Lodge office without resigning from their lodge office prior to the beginning of their term.
 - 5.1. Resignation from the Lodge office must be received in the Council office no later than 30 days following the election of the aforementioned office.
 - 5.2. If the officer does not resign, the office will be declared vacant and the successor will be appointed by the Lodge Chief.
6. No Arrowman serving as an officer with an entity representing an older youth program (e.g., an officer in the Council, National Service Territory, or National Venturing & Sea Scout Officers Association, or Quarterdeck) may hold a Lodge office without resigning from their lodge office prior to the beginning of their term.
 - 6.1. Resignation from the Lodge office must be received in the Council office no later than 30 days following the election of the aforementioned office.
 - 6.2. If the officer does not resign, their office will be declared vacant, and the successor will be appointed by the Lodge Chief.
7. No Arrowman serving as a lodge officer may concurrently serve as a chapter officer.

Article IV: The Election of Lodge Officers

1. After all Candidates are verified as qualified, balloting shall be taken for each office separately in the order following: Lodge Chief, Lodge Vice Chief of Administration, Lodge Vice Chief of Program, Lodge Secretary, and Lodge Treasurer.
2. The Lodge Chief, or designee appointed by the Chief, shall preside over the limits of debate and voting.
3. Each chapter will receive one ballot for each member present up to the maximum amount of 10. These ballots can be cast for any candidate, and split among multiple candidates if desired.



4. For electing the Lodge Chief, Lodge Vice Chief of Administration, Lodge Vice Chief of Program, Secretary and Treasurer with a run-off election, after votes are counted, the candidate receiving the least number of votes will be removed from the ballot. This system of elimination will continue until such time as there is one remaining candidate.
5. In the event of a 50%-50% tie, the presiding chief holds the tie-breaking vote.
 - 5.1. If the presiding Chief is running for another position or re-election, the vote falls to the Vice Chief of Administration, and if they are running, the vote continues down the officer team.
 - 5.2. Should every officer run, each chapter with at least 1 member in attendance will receive 1 vote, and each member of the officer team who is present gets one vote.
6. In the event of the resignation of the Lodge Chief, the Lodge Executive Committee shall meet and elect the successor within 30 days of receiving the formal resignation.
7. The Lodge Vice Chief of Administration shall serve as the interim Lodge Chief until the special election may take place.
8. Any Lodge officer position not filled will be appointed by the Lodge Chief who will be taking office January 1st.

Article V: The Chapters

1. The Pellissippi Lodge shall be divided into one Chapter for each Council district. These Chapters shall be under the direct authority of the Lodge and bound by the Lodge rules and the National policy.
2. If the Chapter fails to function, the Lodge Chief may take any action, within national policy, to reactivate the Chapter.
 - 2.1. This includes, but is not limited to appointing a chapter officer or officers as necessary should there be no acting officers in those positions. These appointments should be assisted by the advisement of the Lodge Adviser.
 - 2.2. The Lodge Chief is empowered to remove any Chapter officer who fails in their responsibility to the Chapter.
3. Each Chapter shall be responsible for Unit Elections and callouts in their own Districts with the assistance of the Lodge Unit Elections Chairman. Elections and callouts shall be carried out as prescribed in the current printing of the Order of the Arrow Handbook and The Guide for Officers and Advisers.
4. The Chapter shall also be responsible for summer camp promotion in their own District.

Article VI: Administration on a Chapter Level

1. The Chapters will each have their own separate officers. These will be Chapter Chief, Chapter Vice Chief, and Chapter Secretary.
 - 1.1. Chapter officers shall be nominated and elected by the youth members of the Chapter.
 - 1.2. The duties of these officers are outlined in the "Chapter Officer Responsibility" document.
2. Each Chapter will have a Chapter Adviser who is appointed by the District Executive in consultation with the District Committee Chair and Lodge Adviser and approved by the Scout Executive.



3. If more than one Chapter Vice Chief is desired and needed for the operation of the Chapter, the Chapter may elect as many as two Vice Chiefs.
 - 3.1. Approval of this election must come from the Lodge Chief with the Chapter having to supply good reasons for the extra officer.
 - 3.2. Any other variation in numbers of officers or officer positions must also be approved by the Lodge Chief.
4. Chapters may produce T-shirts, but any other memorabilia must be approved by the Lodge Chief and Lodge Adviser.

Article VII: The Lodge Executive Committee and Executive Board

1. The lodge executive committee (LEC) shall be composed of the elected lodge officers, immediate past lodge chief, lodge operating committee chairmen, lodge adviser, one member of the council camping or program committee if appointed by the Scout Executive, chapter chiefs, chapter advisers, Scout executive, and lodge staff adviser.
 - 1.1. The LEC shall handle all the business of the Lodge on the major decisions that will affect the entire Lodge. This committee shall meet at least three times per year.
 - 1.2. Dates of Lodge Executive Committee meetings shall be set by the Lodge Chief unless the Scout Executive or their representative feels that an emergency meeting is necessary. These emergency meetings must take place no sooner than seven days after the meeting notices are sent out.
2. The following members shall constitute the Loge Executive Board; the current Lodge Officers, the current Chapter Chiefs of active chapters or their designees, and past Lodge Chiefs under the age of 21.
 - 2.1. The Lodge Executive Board will vote on all Lodge business.
 - 2.2. A quorum shall consist of 50% of all Lodge Executive Board members. Past Lodge Chief's do not count in determining a quorum.

Article VIII: Business of the Lodge

1. The Pellissippi Lodge may have as many Ordeals as needed to induct the candidates from that year's Unit Election process, while not having any less than two Ordeals.
2. The Lodge shall have at least four main functions per year. These will include two Ordeals and a Spring and Fall Fellowship. The dates for these functions shall be set at least six months in advance and may only be canceled with the approval of the Lodge Chief and Scout Executive

Article IX: Lodge Committees

1. The Lodge Chief shall appoint the Chairman of each operating committee with an adviser chosen by the Lodge Chief and the Lodge adviser.
 - 1.1. The standing operating committees shall be: Unit Elections, Camping Promotions, The Silver Fox, Finance, AIA, Vigil Honor, Awards and Recognition, and Memorabilia.



- 1.2. The Lodge Chief may appoint any additional committees that he feels necessary.
2. All memorabilia and patch designs must be submitted to and approved by the Lodge Memorabilia Committee; the Lodge Chief will have final approval of any insignia design.
3. The Awards and Recognitions Committee is made up of the Chairman, the lodge officers, and other members chosen by the Lodge Chief.
 - 3.1. The standard Lodge Awards will be voted on and decided by the Lodge Executive Committee.
 - 3.2. The Founder's Award is voted on by the Founders Committee with nominations open to the entire lodge.
 - 3.3. The deadline for nominations and voting date for awards will be determined by the Awards and Recognitions Committee.

Article X: Membership in the Lodge

1. The requirements for membership in this lodge are as stated in the current printing of the Order of the Arrow Handbook and the Order of the Arrow Guide for Officers and Advisers.
2. Elections shall be operated as stated in Article V, Paragraph 3
3. The procedure for the Ordeal shall be as stated in the current printing of the Order of the Arrow Handbook and the Guide to Inductions
4. Completion of Brotherhood membership shall be in accordance with the requirements in the current printing of the Order of the Arrow handbook and the Order of the Arrow Guide for Officers and Advisers.
 - 4.1. Opportunities to achieve Brotherhood membership shall typically be available for all eligible members at both fellowships.
 - 4.2. The Lodge Chief shall have the authority to decide other opportunities for Brotherhood to be given.
5. Attainment the of Vigil Honor shall be in accordance with the requirements in the current printing of the Order of the Arrow handbook and the Order of the Arrow Guide for Officers and Advisers The Vigil Honor will typically be given at either the Spring or Fall Fellowship, with the Lodge chief making the final decision between one of the two.

Article XI: Lodge Finances

1. The Lodge dues shall be decided yearly by the LEC.
2. The Lodge dues shall be collected through the Lodge Treasurer for deposit within the Council Scout Office.
3. All Order of the Arrow funds shall be handled through the council service center and go through all normal council accounting procedures.
4. On October 1 of each year, the Lodge shall mail or email a bill or statement to each member informing them that their dues will expire on December 31 of the current year.



5. The Lodge dues must be paid by March 1st or the unpaid member's name shall be deemed inactive.
6. Lodge dues cannot be paid for more than two years at one time.
7. The Lodge shall pay the registration fee of the Lodge Chief for all National events.
8. Debts incurred by the Chapters must be approved by the Key Three and the Lodge Executive Board beforehand.

Article XII: The Silver Fox

1. The Silver Fox shall be the official publication of the Lodge.
2. This publication shall be published whenever the Lodge Chief deems it necessary. The Chairman, or the editor, shall set the deadlines for members to submit articles.

Article XIII: Amendments to the Rules

1. Amendments must be approved by the Executive Committee and then presented to the Lodge for acceptance. The Lodge must pass it with a 2/3-majority vote of the youth members present.
2. The Lodge By-Laws may not be suspended without the approval of the Chief, the Executive Committee, and a 2/3 vote of the youth members of the Lodge.

Passed: 2/01/1981

Amended: 2/01/1987, 12/01/1991, 4/01/1992, 9/17/1995, 4/01/2005, 9/10/2005, 11/16/08, 3/21/09, 9/9/12, 5/19/13, 2/7/14, 3/25/15, 12/17/17, 8/6/18, 3/26/2023