



**PACK**  
**8481**



**Shepherdsville, Kentucky**

**BY-LAWS OF CUB Scout Pack 8481**  
Charter Organization: First Baptist Church  
Shepherdsville, KY

**PREAMBLE**

Our goal is to train boys in the responsibilities of participating citizenship, to provide growth in moral strength and character, and to enhance the development of physical, mental, and emotional fitness.

Pack 8481 is sponsored by First Baptist Church of Shepherdsville, KY.

Parents, committees, and leaders pledge their cooperation to work for the benefit of the boys and their families to:

1. Develop character and encourage physical, mental, and emotional growth.
2. Develop habits and attitudes of good citizenship.
3. Encourage good sportsmanship and pride in growing strong in mind and body.
4. Improve understanding within the family.
5. Strengthen the ability to get along with and respect others.
6. Foster a sense of personal achievement by developing new interests and skills.
7. Show how to be helpful and do one's best.
8. Prepare boys to become Boy Scouts

These by-laws are a guideline for our Leaders and Pack members to follow. We will always do our best to follow these by-laws as they are written. Please understand that sometimes a unique situation arises that may require our leadership to vote on a solution that may deviated from the written by-laws. In an instance like that, our leaders will do what they feel is best for the Pack as a whole.

# **Pack 8481 Bylaws**

**Lincoln Heritage Council, Bernheim District, Shepherdsville, KY**

## **SECTION 1: RELIGIOUS PRINCIPLES**

- 1.1 We shall be non-sectarian in our attitude toward religious training.  
The Pack will not require any member to take part in or observe any religious ceremony.
- 1.2 The Pack does not require membership in a religious organization or association.
- 1.3 All major religious bodies have programs to recognize Cub Scouts who demonstrate faith, observe their creeds or principles, and give service.

## **SECTION 2: MEMBERSHIP**

- 2.1 Membership will be open to all boys and their family of all faiths in accordance with the policies of the Boy Scouts of America (BSA).

## **SECTION 3: REGISTRATION**

- 3.1 Registration shall be first by grade and then by age, in compliance with the policies of the Boy Scouts of America.
- 3.2 Registration fees for Cub Scouts will be paid at the time of registration and will include subscription to "Boy's Life" magazine.

## **SECTION 4: PARENTS OR "ADULT FAMILY MEMBERS"**

- 4.1 The word "parent" refers to all adult family members: Mother, Father, Grandparent, Aunt, Uncle, Guardian, etc.

- 4.2 Every parent will participate in the operation of the Pack by volunteering to become a registered leader or to assist with a minimum of one (1) Pack event per year.
- 4.3 Each year, each Den shall decide which achievements will be completed in Den activities and which achievements are to be completed at home. Parents, however, remain responsible for their boy's completion of all advancement requirements. The standard for completion of any achievement is that the boy, in the parent's and Den Leaders' opinions, has followed the Cub Scout Motto of "Do Your Best."
- 4.4 An adult family member's priorities should be:
- 4.4.1 Help their boys advance
  - 4.4.2 Assist the Den
  - 4.4.3 Attend Pack Meetings
  - 4.4.4 Assist the Pack
- 4.5 Any parent is welcome to attend the Pack Leader meetings. In fact, the Pack strongly suggests that a different parent from each Den attend the leader meeting each time. If they represent the Den Leader or Assistant Den Leader of their Den, they shall have a vote in all committee decisions.

## **SECTION 5: DENS**

- 5.1 A Den will normally consist of the scouts, a Den Leader, and an Assistant Den Leader. The Dens may also include a Den Chief and adult partners.
- 5.2 Boys will be distributed evenly among the Dens by mutual consent of the Cubmaster, the Membership Chairman, and the Den Leader.
- 5.3 The Pack Committee may limit the number of Dens or the total number of boys in the Pack and/or the Dens.

5.4 It is the Den Leader's option whether to accept responsibility for boys from other Dens accompanying his/her Den on an outing.

## **SECTION 6: DEN MEETINGS**

6.1 Den meetings shall provide scouting activity each week. The Pack suggests Den meetings be held once a week, for 1 hour, with one meeting per month suggested as a special Pack event. Meeting times and locations are normally held at the Chartered Organization, but leaders may hold den meetings at another location if needed.

6.2 Absences of boys should be reported beforehand to Den Leaders to ensure proper accounting for their whereabouts.

## **SECTION 7: DUES AND FUNDRAISING**

7.1 Pack 8481 has a weekly dues program of just \$1.00. We do not charge for any events that take place at a different location than the normal meeting location. This is a separate Pack fee; you will still have the normal yearly scouting fees required by the Scouting Council. This small Pack fee helps pay for Pack expenses, like awards or events. The boys bring \$1.00 each week and are responsible for making sure they turn in their dues. We suggest that you give your Scout a chore to earn the \$1.00. That way they can understand the value of money and learn to work hard for what they want. It will give them a sense of pride to know that they are paying their own way. This system is set up on the honor system; no records of who pays will be kept. If a Cub Scout has difficulty paying his dues, there will be no penalty, so to prevent an undue hardship being placed upon the boy or his family.

7.2 Fundraising activities are made available to the scouts to earn funds to finance their scouting events. Each Scout who participates in a Scout fundraiser will get their share of the profits put into their

fundraising account, to be used for Scout related expenses. A Scout may continue to add to his fundraising account for as long as he continues to be an active, registered scout, in Pack 8481. No Scout may earn more than \$500.00 a year in fundraising, and no Scout account may ever have a balance of more than \$500.00 at any given time. Any earnings over \$500.00 will be considered a donation to the pack. If a Scout transfers to a new Scout pack, their fundraising money will be forwarded to the new Pack in the form of a check made out to the new pack, upon request. A scout's fundraising balance will be considered a donation to Pack 8481 if the Scout lets his Pack 8481 membership lapse. Once Pack 8481 submits the annual recharter, all fundraising balances of scouts no longer members of Pack 8481 will be considered a donation to the Pack. On occasion a fundraiser may be undertaken by the Pack that calls for volunteer time from the scouts. In this case, the Pack profits will be pro-rated based on time put in by the scouts. The scouts who work the fundraiser will receive a portion of the profits based on the time they put in. It is the scout's responsibility to sign up to volunteer and to sign-in/sign-out during the fund raising event. A parent's time in this event does not count towards the scout's account. At times, the Pack will also participate in Pack fundraisers, where all the profit goes to support the Pack. Each fundraiser is different. The profits for each fundraiser will be explained at the time of the fundraiser.

## **SECTION 8: Pack COMMITTEE**

- 8.1 The Pack Committee shall consist of the Chartered organization representative, Committee Chairman, Cubmaster, Assistant Cub Master and Committee Members, appointed by the Committee.
- 8.2 Den Leaders and Assistant Den Leaders shall be considered regular members of the Pack Committee and cannot be separated from its monthly meeting without the consent of a majority of such leaders.

- 8.3 One member of the Pack Committee will act as Pack Treasurer and manage the Pack's finances.
- 8.4 All individuals serving on the Pack Committee will be registered leaders as executed by a completed and approved BSA Adult Leader application submitted through Lincoln Heritage Council.
- 8.5 The Pack Committee shall conduct its business in accordance with BSA rules, and the Chartered Organizations rules. Formal votes on issues shall be taken and recorded.
- 8.6 All committee members shall begin service for a period of one year beginning and ending August 1<sup>st</sup>.
- 8.7 The following functions and responsibilities shall be performed by Registered Adult Leaders:  
Chartered Representative, Committee Chairman, Treasurer, Cubmaster, Tiger Cub Leader, Wolf Leader, Bear Leader, Webelo Leader, Assistant Den Leaders.
- 8.8 The following functions and responsibilities may also be performed by Pack leaders:  
Secretary, Pack Trainer, Assistant Cubmaster, Awards Chairman.
- 8.9 The Secretary shall maintain a written record of the matters of the Pack and shall serve as Pack Historian.
- 8.10 Leaders who wish to resign are requested to submit their resignation one month in advance, either in writing or by notice at the leader meeting.
- 8.11 Other responsibilities of leaders shall be in accordance with BSA job descriptions or as enumerated in the Rules and Regulations of the Pack Committee.
- 8.12 A majority vote of those registered leaders shall be required to transact business.
- 8.13 To expedite Pack business, votes may also be solicited and collected via other means such as, but not limited, to e-mail. No matter how this provision is exercised all committee members must be

contacted and given the opportunity to submit their vote and shall be provided a reasonable amount of time to do so, depending on the specific circumstances.

## **SECTION 9: Pack TREASURY AND BUDGET**

- 9.1 Pack Financial decisions are the responsibility of the Pack Committee, or the Sub-Committee.
- 9.2 A Pack Finance Sub-Committee has been created and approved by a vote of the Pack Committee.
- 9.3 The Sub-Committee is comprised of the Committee Chairman, Chartered Organization Representative, Cubmaster and Treasurer.
- 9.4 The Pack Treasurer will maintain a checking account at a local banking institution.
- 9.5 Bank statements and cancelled checks must be reviewed by another Committee Member or individual authorized by the Committee, who shall be responsible for reviewing the bank statements and providing a report to the Committee monthly.
- 9.6 The Pack Treasurer will maintain current records, a file of itemized receipts for all expenditures, and will issue receipts for all funds collected, if requested.
- 9.7 Leaders must submit all expenses (receipts) to the Pack Treasurer in order to be reimbursed. All purchases must be approved by the Finance Sub-Committee prior to the purchases being made.
- 9.8 All records of receipts and expenditures will be retained for three (3) years.
- 9.9 The Pack Treasurer may not disperse any funds without the approval of:
  - 9.9.1 Under \$150 must be approved by the Finance Sub Committee



9.9.2 Over \$150 requires the Pack Committee vote. The Pack Committee will review and authorize expenditures on a monthly basis during a scheduled Committee meeting or via email vote.

9.10 The Pack Treasurer will provide a written report of the treasury balance and all transactions for the past month once a month.

9.11 Following the Annual Planning Conference, the Pack Treasurer will prepare the Annual Pack Budget, which will be presented and approved at the next regularly scheduled meeting.

## **SECTION 10: AWARDS AND ADVANCEMENT**

10.1 The advancement goals of the Pack are: 1. Personal growth 2. Learn by doing 3. Each Cub progresses at his own rate 4. A badge is recognition of what a boy is able to do, not merely a reward for what he has done 5. Advancement acknowledges the boy's ability to serve 6. Advancement standards must be fair and uniform

10.2 Advancement recognition should be given as soon as possible after a boy completes requirements. Presentation of awards will be done at a separate Recognition Ceremony every 2 months. Awards should only be postponed when it is absolutely necessary to do so.

10.3 The Advancement & Awards Chairperson will be responsible for obtaining the appropriate type and number of awards to be presented at Pack meetings. No requests shall be submitted later than the Monday evening prior to the Recognition Night. Actual presentation shall be made at the discretion of the Cubmaster.

## **SECTION 11: RECOGNITION NIGHT AND EVENTS**

11.1 The primary purpose of Recognition Night is to recognize the achievements of boys.

11.2 Pack events will normally be held on the last Monday of the month, at 7:00 p.m. Recognition Nights will normally be held every 2-3 months, on a Monday at 7:00pm.

- 11.3 Pack events and Recognition Nights are open to all members of the Pack and associated families and friends. They are the climax of the month's Den meetings and will normally be held at First Baptist Church Gym. Special Pack activities may be held as approved by the Pack Committee.
- 11.4 Every effort will be made to have Pack Events and Recognition Nights start and end on time and be no more than an hour and a half in length.
- 11.5 An area will be established at all Pack meetings for boys to "show off" what they had done. All members will be encouraged to view this area before and/or after the Pack meeting.
- 11.6 A minimum of three (3) summertime activities will be planned.

## **SECTION 12: OUTINGS AND ACTIVITIES**

- 12.1 Each boy must have a Health History on file with his Den Leader and the Pack Committee to participate in Den or Pack outings.
- 12.2 Den Permission Slips must be given to the Den Leader before participation in any Den or Pack outing if the parents/guardians are NOT attending the activity.
- 12.3 Pack Leaders will obtain required trip approvals for Pack outings. Den Leaders will do so for Den outings.
- 12.4 Health histories, Den permission slips, and travel permits (when required) must accompany leaders on all outings.

## **SECTION 13: ATTENDANCE**

- 13.1 Attendance is very important. Den Leaders should encourage all scouts to attend every meeting. If a Scout is unable to attend a meeting, they should try to complete the activities at home so they do not get behind in their achievements and requirements.

## **SECTION 14: CAMP**

- 14.1 Overnight Camping (less than three nights) is only permitted for Pack-Controlled programs and must meet the requirements of Lincoln Heritage Council and BSA.
- 14.3 Family camping is permitted and is an activity for individual families and not under the direction, control, or responsibility of the Pack or its associated Dens (except when conducted by the Council in a controlled environment).
- 14.4 If sufficient leaders and parents are available (this minimum number shall be set forth by the Council), boys will be able to attend camp as a unit. Leaders and parents are encouraged to devote time to make this possible.
- 14.5 If the Pack is unable to supply leaders, boys may register as "provisional" campers. In this case, they will be split up and assigned to Packs as they become available at the discretion of the Council.

## **SECTION 15: UNIFORMS**

- 15.1 Only properly uniformed individuals (boys and leaders) may participate in leadership roles during Pack meetings. This includes Denners, Assistant Denners, Den Chiefs, and Adult Leaders.
- 15.2 The official uniform of the Pack for both boys and adults shall be as follows:

### **Formal – Class A**

Cub Scout Neckerchief, Neckerchief Slide, Cub Scout Shirt, Plain Dark Pants or shorts (blue jeans may be used, but must not have holes, tears, or rips), Proper Insignia

### Optional:

Cub Scout Hat, Cub Scout Belt

### **Informal – Class B**

Cub Scout T-shirt, Dark Shorts or tailored shorts (blue jeans may be used, but must not have holes, tears, or rips),

15.3 Additional uniform requirements may be announced for special events.

15.4 Adults may wear appropriate service stars for cumulative service in all previous phases of Scouting.

## **SECTION 16: DISCIPLINE AND BEHAVIOR**

16.1 The Cub Scout Oath and Law of the Pack will serve as the appropriate "Code of Conduct" to be observed at all Pack meetings and activities.

16.2 In the event a boy does not comply with reasonable requests of leaders, he will be referred back to his parents. All leaders reserve the right to refuse to accept responsibility for boys who will not comply.

16.3 Two unrelated adults or more shall accompany boys at all times.

16.4 Concerns regarding the conduct of any leader may be brought to the attention of the Committee Chairman, the Chartered Organization Representative, or members of the Chartered Organization Administrative Board.

## **SECTION 17: GRADUATION**

17.1 Promotion to the next higher level will be in accordance with the criteria of the Boy Scouts of America.

17.2 The Pack is committed to working together with area Boy Scout Troops to ensure a smooth transition from the Webelos Den to the Boy Scout Troop.

17.3 Pack graduation will occur each year at the May Pack Meeting. However, flexibility is allowed for Webelos Scouts who have

completed all requirements for crossover and an Arrow-of-Light Ceremony may be conducted earlier in the Scout year.

## **SECTION 18: Pack PROPERTY**

- 18.1 The Pack will maintain an inventory of all Pack property. A copy of this list shall be made available to leaders.
- 18.2 In the event of dissolution of the Pack, all inventory and funds will be distributed as per the instructions of the Chartered Organization.

## **SECTION 19: LEADERSHIP PRINCIPLES**

- 19.1 All leadership positions are open jointly to both male and female members. No form of discrimination shall be condoned by the Pack.
- 19.2 All leaders are required to complete Fast Track, and Youth Protection. Leaders should also attend New Leader and Cub Scout Leader Specific training and are encouraged to attend other Scout training programs offered by BSA or Lincoln Heritage Council.
- 19.3 Any action of the Pack Committee may be appealed to the Chartering Organization, in this case First Baptist Church.
- 19.4 Leaders are not required to vacate their positions when their boys move on into Boy Scouts (and the Pack will not assume so). The Pack will also encourage new leaders to join the Pack.
- 19.5 Children of leaders are subject to the same rules as others and are to receive no special treatment or exemption.

## **SECTION 20: SERVICE PROJECTS**

- 20.1 Each year the Pack will perform at least two service projects for the community and/or sponsor. The project may not be performed for a business, be of a commercial nature, cannot be a fund-raiser or contrary to the rules and regulations of BSA and/or Lincoln Heritage Council.