



NEBAGAMON LODGE

ORDER OF THE ARROW

2016 LODGE PLANBOOK

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2016 Lodge Chief

Table of Contents

Introduction	3
Lodge Goals	4
Special Events	6
Conclave.....	6
Banquet	6
Vigil Luncheon	6
New Member Information	7
The Challenge of Brotherhood	8
Lodge Executive Committee	9
Lodge Committees	10
Activities	10
Camping Promotion	10
Ceremonies	10
Communications & Technology	10
Finance	10
Inductions	10
Leadership Development.....	10
Membership	11
Service.....	11
Unit Elections.....	11
Chapters.....	12
OA Troop Representative Program.....	13
Lodge Rules (as voted and enacted by the LEC, June 2016)	15
Notes.....	19

Introduction

The mission of the Order of the Arrow is to fulfill its purpose as an integral part of the Boy Scouts of America through positive youth leadership under the guidance of selected capable adults.

As Scouting's National Honor Society, our purpose is to:

- Recognize those who best exemplify the Scout Oath and Law in their daily lives and through that recognition cause others to conduct themselves in a way that warrants similar recognition.
- Promote camping, responsible outdoor adventure, and environmental stewardship as essential components of every Scout's experience, in the unit, year-round, and in summer camp.
- Develop leaders with the willingness, character, spirit and ability to advance the activities of their units, our Brotherhood, Scouting, and ultimately our nation.
- Crystallize the Scout habit of helpfulness into a life purpose of leadership in cheerful service to others.

Nebagamon Lodge plays an important part in advancing the Scouting program in the Las Vegas Area Council. For more than 100 years, the Order of the Arrow (OA) has recognized Scouts and Scouters who best exemplify the Scout Oath and Law in their daily lives. This recognition provides encouragement for others to live these ideals as well. Arrowmen are known for maintaining camping traditions and spirit, promoting year-round and long term resident camping, and providing cheerful service to others. OA service, activities, adventures, and training for youth and adults are models of quality leadership development and programming that enrich and help to extend Scouting to America's youth.

This planbook is the product of careful planning and preparation by the youth officers of Nebagamon Lodge. We sincerely hope you find it useful in making your plans to join us in achieving our goals and activities this year.

Lodge Goals

Our lodge goals for 2016 are consistent with our seven Journey to Excellence goals:

1. Develop and execute a lodge annual budget, and close with an operating balance of at least as great as our budget projection, which for 2016 is \$1,000.
2. Contribute materially to our council to the equivalent of \$10 per lodge member.
3. Experience positive growth in membership over the previous year by at least 3%, which would mean we need 321 dues paid members by the end of 2016.
4. Complete induction for at least 90% of elected Ordeal candidates.
5. Convert at least 50% of eligible Ordeal members to Brotherhood.
6. Improve retention rate of active lodge members by retaining at least 70% of membership from previous year.
7. Complete elections for 100% of requesting units.

Objectives:

- 1a. Schedule and undertake a meeting to revise the 2016 budget in a way that satisfies this requirement (JTE Gold requirement 1).
- 1b. Fundraise the amount (or more) needed to satisfy the requirement.
- 2a. Using the same budget meeting as requirement 1a, calculate the amount necessary to satisfy requirement 2 and include it in the new budget.
- 3a. Conduct a training meeting for election teams in each chapter, in order to teach how to properly schedule and conduct an election, as well as to go over the need to follow through and keep in contact with those elected so that they come to their ordeal.
- 3b. Create a plan of communication with non-dues paid members, in order to get them active (or active again) and carry out that plan.
- 4a. Between a given troop or team's election and the ordeal weekend, have chapter chiefs call those elected periodically to keep them encouraged and ask their commitment to the ordeal weekend.
- 4b. Schedule and carry out a specific callout ceremony to recognize the candidates and encourage them to continue to the ordeal.

5a. Have the given Elangomat contact their specific clan members periodically to encourage them to continue with their induction process. For any eligible members that don't have an Elangomat that can carry out this job, have the Nimat call those people.

6a. Plan events that will inherently attract new (or non-dues paid) members through incorporating an element of fun in the event. (Something like a fellowship).

6b. Subtract the number of newly inducted Arrowmen from the end-of-year total to determine how many Arrowmen continued their membership.

7a. Conduct a training meeting for election teams in each chapter, in order to teach how to properly schedule and conduct an election, as well as to go over the need to follow through and keep in contact with those elected so that they come to their ordeal.

Special Events

Besides the customary events our lodge schedules and prepares each year, such as Ordeal weekends, Fellowships, and service events, the lodge leadership plans for and executes several signature events throughout the year.

Conclave

Conclave is an annual event held as a weekend-long extravaganza packed with all the amazing training, activities, and fellowship the Order has to offer. This is our premiere event each year, rotating between the four lodges that make up our section, this year's event will be held on October 14 – 16, 2016, at Marana Middle School (11285 W Grier Rd, Marana, AZ 85653) in Tucson, Arizona.

To register for this event, visit www.ConclaveConclave.com.

Banquet

Our lodge banquet is an annual event where the whole lodge gets together to share in fellowship, to feast, and most importantly, to honor those deserving arrowmen that in that in the past year have done exceptional work in our lodge in various different areas. The 2017 (for the 2016 year) lodge banquet will take place at the W. D. Reynolds Scouting Resource Center (7220 Paradise Rd, Las Vegas, NV 89119) on Sat, January 28, 2017, at 6pm – 9pm.

To register for this event, please visit our lodge website: www.Nebagamon.org.

Vigil Luncheon

Our first ever luncheon honoring our lodge Vigil Honor members, and what we hope will become an annual tradition, is designed to bring together members of our lodge who have been recognized as those who have demonstrated leadership in service. The luncheon is complimentary for our Vigil Honor members and we will be auctioning several rare items as a fundraiser for our council, as well as taking Friends of Scouting pledges to support our council. Please come in your BSA field uniform with OA sash and be prepared for delicious food, light entertainment and fellowship. Our Vigil luncheon will be held December 10th, at Council Office.

To register for this event, please visit our lodge website: www.Nebagamon.org.

New Member Information

WHAT IS IT? For one hundred years the Order of the Arrow (OA) has recognized Scouts and Scouters who best exemplify the Scout Oath and Law in their daily lives. This recognition provides encouragement for others to live these ideals as well. Arrowmen (as they are called) are known for providing cheerful service to others. OA service, activities, adventures, and training for youth and adults are models of quality leadership development and programming that enrich and help to extend Scouting to America's youth.

PURPOSE The mission of the Order of the Arrow is to fulfill its purpose as an integral part of the Boy Scouts of America through positive youth leadership under the guidance of selected capable adults. As Scouting's National Honor Society, the purpose is to: • Recognize those who best exemplify the Scout Oath and Law in their daily lives and through that recognition cause others to conduct themselves in a way that warrants similar recognition; • Promote camping, responsible outdoor adventure, and environmental stewardship as essential components of every Scout's experience, in the unit, year-round, and in summer camp; • Develop leaders with the willingness, character, spirit and ability to advance the activities of their units, our Brotherhood, Scouting, and ultimately our nation; • Crystallize the Scout habit of helpfulness into a life purpose of leadership in cheerful service to others.

WHEN DID ALL THIS START? The OA was founded by Dr. E. Urner Goodman and Carroll A. Edson in 1915 at the Treasure Island Camp of the Philadelphia Council, Boy Scouts of America. It became an official program experiment in 1922 and was approved as part of the Scouting program in 1934. In 1948 the OA, recognized as the BSA's national brotherhood of honor campers, became an official part of the Boy Scouts of America. In 1998, the Order of the Arrow became recognized as Scouting's National Honor Society when it expanded its reach beyond camping to include broader service to Scouting and the community.

CEREMONIES There are two ceremonies, which are kept in confidence to maintain their mystery for candidates. One ceremony occurs Friday evening, the other Saturday evening. It goes without saying that in neither case is the scout ever subjected to any sort of harassment or harm. Parents who wish to know what is in the ceremony can arrange to view the ceremony scripts with the Scoutmaster. Parents are discouraged, however, from discussing too many particulars with their sons as this tends to ruin some of the excitement and mystery the boys enjoy. Overall the candidates enjoy a feeling of accomplishment and prestige at being elected and completing their Ordeal. After the ceremony on Saturday evening, families are invited to come up and enjoy a feast with

the new Arrowmen. At this time more information and membership cards will be presented. New members will learn about the purpose of the OA and about the fun activities and events there are to attend.

WHAT IS A “LODGE”? Our lodge helps the Las Vegas Area Council provide a quality Scouting program through recognition of Scouting spirit and performance, development of youth leadership and service, promotion of Scout camping and outdoor programs, and enhancement of membership tenure. The lodge operates under a charter granted by the National Council, BSA, and must apply annually for its renewal. The council appoints leadership over the lodge and oversees all aspects of its operation.

The Challenge of Brotherhood

The Brotherhood membership is reserved for those members who have committed to the high ideals of the Order of the Arrow and have sealed their membership.

You may seal your membership in the Order if you have:

- Maintained your registered membership in Scouting;
- Maintained your registered membership in the Order of the Arrow;
- Memorized the Obligation, the OA Official Song, the Admonition, the Sign of Ordeal membership, and the Arrow Handclasp, and;
- Gained a thorough understanding of the Ordeal through which you have passed. (see “*The Customs and Traditions of the Ordeal*” in the OA Handbook.)

If it has been at least ten months since you have been inducted into this great and honored Order, you can undertake the Brotherhood experience and earn your bars by registering for one of our Brotherhood Experience workshops. At this event you will be afforded the opportunity to review with experienced members all of the above requirements in detail in order to help you prepare.

For 2016 we have two Brotherhood events: May 14th and October 8th. Registration is available online from our website at www.Nebagamon.org.

Lodge Executive Committee

Lodge Officers

Elijah Martin
Lodge Chief
KEY 3

Travis Knemeyer
Lodge Treasurer

Gavin Motl
Lodge Secretary

Morris Brown
Lodge Vice Chief

Noah Peterson
Lodge Vice Chief

Jack Magee
Lodge Vice Chief

Chapter Officers

Jeffrey Welte
Lowaneu Chapter Chief

Kyle Thompson
Lelai Chapter Chief

Alex Fitting
Sinawava Chapter Chief

Briar Ravenberg
Shaonaxen Chapter Chief

Advisers

Steve Martin
Lodge Adviser
KEY 3

Michael Marchese
Supreme Chief of the Fire

Brian Porter
Lodge Staff Adviser
KEY 3

Reese Meadows
Lodge Associate Adviser

Chris Peterson
Lowaneu Chapter Adviser

David Terry
Shaonaxen Chapter
Adviser

Ben Garcia
Lelai Chapter Adviser

Pat Sakurai
Sinawava Chapter Adviser

Lodge Committees

Our lodge has several important committees on which you may serve. The lodge chief appoints committee chairman, who are members under the age of 21, however any member of our lodge may serve on any committee. Committees have members who usually part of several committees, yet each committee has its own product.

Activities

Develops plans for two or three membership meeting activities for the lodge each year and is responsible for carrying them out.

Camping Promotion

Develops plans for camping promotion in consultation with the council camping committee; develops promotion helps such as “Where to Go Camping” booklets, visual aids, color slides, and movies or videos of camping activities.

Ceremonies

Recruits and trains ceremonial teams, instructs members on appropriate ceremonial costumes, keeps ceremonial grounds in good condition, and conducts lodge and Scout unit ceremonies when requested.

Communications & Technology

Prepares lodge newsletters, develops and maintains lodge websites, organizes and operates the network of OA troop/team representatives to keep units informed, and promotes participation in OA events and activities. In addition, this committee has a strong focus on keeping the lodge abreast of technological trends in order to help the youth in the lodge communicate more effectively. The chairman for this committee is the lodge secretary.

Finance

Draws up an annual budget based on administrative and program needs, obtains information from our council finance staff and issues regular finance reports and is responsible for the financial status of the lodge. The chairman for this committee is the lodge treasurer.

Inductions

Plans and administers Ordeals, recruits and trains Elangomats and Nimats, administers the Brotherhood hike, and conducts new-member orientation.

Leadership Development

Plans an annual conference to build members' leadership and job-specific skills; coordinates continued leadership training throughout the year based on current lodge needs.

Membership

Checks on inactive members and maintains membership records, sends out letters each year to identify active members and checks address changes, and sends letters to Ordeal members eligible for Brotherhood membership. The chairman for this committee is the lodge secretary.

Service

Suggests a yearly schedule of service projects, gets lodge approval, and makes complete plans for getting the work done.

Unit Elections

Sends out information to the unit leader regarding membership election procedures, organizes and trains election teams, coordinates with chapter election teams for unit visitation and elections.

Chapters

Our chapters are the pillars of the lodge. The lodge and chapters work closely to implement the program of the lodge as determined by lodge leadership. Chapters are led by the chapter chief and assisted by the chapter vice chief and chapter secretary.

Following are our lodge chapters:

Lelai Chapter serves the Bighorn and Spring Mountain districts, notably Troops and Teams located in the following ZIP codes: 89027, 89041, 89048, 89060, 89061, 89102, 89103, 89107, 89108, 89113, 89117, 89118, 89124, 89128, 89129, 89134, 89135, 89138, 89139, 89141, 89144, 89145, 89146, 89147, 89148, 89149, 89166, 89178, and 89179.

Sinawava Chapter serves the El Dorado and Silverado districts, notably Troops and Teams located in the following ZIP codes: 89002, 89005, 89006, 89011, 89012, 89014, 89015, 89044, 89045, 89046, 89052, 89074, 89123, 89183, and 89193.

Lowaneu Chapter serves the Anasazi, North Star and Sunhawk districts, notably Troops and Teams located in the following ZIP codes: 89030, 89031, 89032, 89036, 89040, 89081, 89084, 89085, 89086, 89087, 89101, 89104, 89106, 89109, 89110, 89115, 89119, 89120, 89121, 89122, 89130, 89131, 89142, 89143, and 89156.

Shaonaxen Chapter serves the London Bridge and Mohave districts, and other outlying areas in the south part of our council, notably Troops and Teams located in the following ZIP codes: 86401, 86402, 86409 and 92225.

OA Troop Representative Program

The Order of the Arrow Troop Representative is a youth serving his troop as the primary liaison to the troop's lodge or chapter. He meets the unit's needs by providing a communication and programmatic link to and from all Arrowmen, Scouts who are not presently members of the Order, and adult leaders. These efforts are meant to assist the unit and its members in achieving the mission of the Boy Scouts of America, and at the same time fulfilling the lodge's role in the Strategic Plan of the Order of the Arrow of being an integral part of the council. By setting a good example, he will enhance the image of the Order as a service arm to his unit.

OA Troop Representative Duties:

- Attends troop and chapter or lodge meetings regularly as a youth representative of the troop and Order.
- Serves as a two-way communication link between the troop and the lodge or chapter.
- Arranges with the lodge or chapter election team to conduct an annual Order of the Arrow election for the troop at a time approved by the Patrol Leaders Council.
- Arranges with the lodge or chapter for at least one camp promotion visit to the unit annually.
- Makes at least one high adventure presentation to the troop, to include the OA programs, annually.
- As requested by the SPL, participates in Troop Courts of Honor by recognizing: high adventure participation of troop members, induction of new OA members, changes in OA honors of troop members, leadership of troop members, and other appropriate activities.
- Coordinates the Ordeal Induction process for newly elected candidates by: ensuring they know the time and location of the Ordeal, providing information of what to bring to the Ordeal, assisting (as needed) in arranging transportation to the Ordeal, and offering assistance (as needed) to the lodge in the Ordeal process.
- Assists current Ordeal members in the troop in sealing their membership by becoming Brotherhood members by: ensuring they know the time and location of Brotherhood opportunities, assisting (as needed) in arranging transportation to the Brotherhood opportunities, and offering assistance to the lodge (as needed) in the Brotherhood process. He may also, at the discretion of the PLC, offer periodic training and discussions of OA principles, symbolism, and the Legend as needed by and appropriate for the troop members of the Order.
- Leads at least one troop service project for the community or charter partner during the year. May also serve, at the discretion of the PLC, as the troop's service chairman.
- Assists the troop (as appropriate) as a trainer of leadership and outdoor skills.

- In all cases, advocates environmental stewardship and Leave No Trace camping.
- Sets a good example by: wearing the Scout uniform correctly, showing Scout spirit, and living by the Scout Oath, the Scout law and the OA Obligation.

Qualifications:

- Under 18 years old
- Appointed by SPL with SM approval
- OA Member in good standing

Reports To:

- Senior Patrol Leader
- May be included as a member of the PLC at the discretion of the troop leadership.

Term:

- Serves for a 12 month period
- Appointed 60 days before the unit election to facilitate election procedures and fulfill follow-up duties
- May continue to coordinate with Ordeal candidates elected during his term as they progress to Brotherhood membership even after his term has expired.

The following is a list of information that should flow between the OA Troop Representative and the Lodge or Chapter, which he would then share with the unit:

- Lodge/Chapter Calendars
- Unit Elections visit
- Camp Promotions visit
- Community service project opportunities
- Invitations to Ordeal members to obtain Brotherhood membership
- Invitations to candidates to attend their Ordeal
- Resource lists
- Encourages OA members to be active in their Lodge and Chapter

Lodge Rules (as voted and enacted by the LEC, June 2016)

1. Mission:
 - a. 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. Name and Affiliation of Lodge:
 - a. The lodge shall be known as Nebagamon Lodge, Las Vegas Area Council No. 328, Boy Scouts of America, and shall be under the supervision of the council camping or Boy Scout committee and the administrative authority of the Scout executive.
 - b. The totem of the lodge shall be that of "Fire on the Water".

3. Election to Membership:
 - a. 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*.
 - b. 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. Lodge Officers:
 - a. The officers of this lodge shall be lodge chief, lodge vice chief(s), lodge secretary, and lodge treasurer. These elected officers must be younger than 21 during their entire term of office.
 - b. The term of office for lodge officers shall be from January 1 to December 31, being sworn in on the night of election.
 - c. All lodge officers shall be limited to two terms in the same office.
 - d. An elected officer of the lodge may not hold more than one office in the Order of the Arrow at any one time. At such time an officer accepts a new office, he must resign his existing office.
 - e. The lodge executive committee shall be composed of the elected lodge officers, immediate past lodge chief, lodge operating committee chairmen, lodge adviser, another member of the council camping or Boy Scout committee, chapter chiefs, chapter advisers (where applicable), Scout executive, and lodge staff adviser.
 - f. An office may be declared vacant by the lodge executive committee if an officer is absent from two consecutive scheduled meetings. Vacant offices will be filled by appointment by the Lodge Key 3.
 - g. The Lodge Secretary is the Chairman of the Membership Committee.
 - h. The Lodge Treasurer is the Chairman of the Finance Committee.

5. Lodge Officer Election Procedure:

- a. The lodge will hold elections at the November Lodge Executive Committee meeting of each year, under the guidance of the lodge chief.
 - b. A nominee for lodge or chapter office shall be a member in good standing as determined by Boy Scouts of America and the other requirements of lodge membership. Candidates for the office of Lodge Chief or Lodge Vice Chief must be Brotherhood members.
 - c. Nominations from youth will be entertained by the lodge secretary, beginning with lodge chief.
 - d. Each chapter will be accorded ten (10) votes to cast amongst nominees for each office. The results shall be recorded and announced by the lodge secretary.
 - e. A nominee must receive a majority (one vote more than fifty percent) of the votes cast on a given ballot to be elected (abstentions do not count as votes cast). Where a majority is not achieved, the nominee(s) receiving the least number of votes is (are) dropped and another ballot is taken. This procedure continues until one nominee achieves a majority and is declared elected, or until two ballots in succession result in tie votes and the balloting is declared deadlocked.
 - f. When balloting is declared deadlocked, the youth conducting the election (Note: This is the lodge chief or a youth appointed by the lodge chief and approved by the lodge adviser) will announce to the voting delegates that one more ballot will be taken to break the tie and, if another tie results, he shall cast sufficient votes for the nominee of his choice to achieve a majority and declare him elected.
 - g. Adult attendance at the elections shall be only the lodge adviser and lodge staff adviser or their designees. Adult attendees will have no say in the nominations or elections.
 - h. Campaigning for lodge office shall not begin more than 30 days prior to the election and be limited to youth members.
6. Chapters:
- a. The chapters of the lodge shall be Lelai Chapter (serving Bighorn and Spring Mountain districts), Lowaneu Chapter (serving Anasazi, North Star and Sunhawk districts), Shaonaxen Chapter (serving Mohave, London Bridge districts and the southern outlying areas of our council borders), and Sinawava Chapter (serving El Dorado and Silverado districts).
 - b. The officers of each chapter shall be chapter chief, chapter vice chief, and chapter secretary. These elected officers must be younger than 21 during their entire term of office.
 - c. The chapter will hold elections at the November Lodge Executive Committee meeting of each year, under the guidance of the chapter chief.
 - d. The term of office for chapter officers shall be from January 1 to December 31, being sworn in on the night of election.

- e. A nominee for chapter office must be a member in good standing of the lodge.
- f. A chapter member is not eligible for nomination if he holds a lodge or other chapter position during the period of time referred to by the nomination.
- g. All chapter officers shall be limited to two terms in the same office.
- h. Chapter elections shall be by secret ballot with each chapter deriving their own method of election.

7. Advisers:

- a. The Lodge Adviser shall be appointed by the Council Scout Executive
- b. The Lodge Staff Adviser shall be appointed by the Council Scout Executive.
- c. Lodge Associate Adviser(s) and Committee Advisers shall be appointed by the Lodge Adviser, in consultation with the Lodge Staff Adviser.
- d. Chapter Advisers shall be appointed by the Lodge Adviser with the approval of the Scout Executive and Lodge Staff Adviser.
- e. Chapter Associate Adviser(s) shall be appointed by the Chapter Adviser.
- f. All adviserships are one year appointments. Advisers may be re-appointed for subsequent terms by the respective appointing authority.

8. Brotherhood Membership:

- a. 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*.
- b. All members completing the Brotherhood shall pay the lodge fee as set forth by the executive committee.

9. The Vigil Honor:

- a. Attainment of the 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*.
- b. The costs associated with awarding the Vigil Honor will be borne by the lodge.

10. Finances:

- a. All Order of the Arrow funds shall be handled through the council service center and go through all normal council accounting procedures.
- b. Dues of the lodge in the amount of \$15 shall be due and payable upon the first day of each new year. Members who have not paid dues by the 31st day will be considered inactive. Per national policy all members of the lodge must be registered members of the Boy Scouts of America.

11. Voting:

- a. Arrowmen under the age of 21 may vote in matters of lodge business.

12. Amendments to the Rules:

- a. These lodge rules are subject to amendment by the lodge executive committee at any time. Any proposed changes or amendments must be provided to the lodge executive committee with adequate time to review and consider the proposed changes. Changes proposed will be reviewed and approved only at the discretion of 2/3 of the full Lodge Executive Committee at any regular meeting of this body.

Notes