

AMANGI NACHA LODGE #47  
GOLDEN EMPIRE COUNCIL  
LODGE BY-LAWS  
Chartered October 29, 1994  
Revised May 30, 2020

**I. Article I: NAME, AFFILIATION, AND INSIGNIA OF THE LODGE**

- A. The name of Lodge #47 *of* the Order *of* the Arrow shall be Amangi Nacha which means "Big Three" in Lenni Lenape.
- B. The Amangi Nacha Lodge shall be affiliated with the Golden Empire Council, Boy Scouts *of* America, and shall be under the supervision and the administrative authority of the Council Scout Executive.
- C. The totem of this Lodge shall be the California Valley Quail called the Se-Kah-Ke in Maidu.
- D. The sash is worn at Order *of* the Arrow functions and special Scouting activities, including Courts of Honor and on occasions when members need to be identified as Arrowmen rendering special service.

**II. ARTICLE II: MEMBERSHIP**

- A. Requirements for membership in this Lodge shall be as prescribed in the current edition of the Order *of* the Arrow Handbook.
- B. Members of the Boys Scouts of America who apply for transfer from another Lodge of the Order *of* the Arrow shall be accepted as members of the Amangi Nacha Lodge upon verification either by a letter *of* transfer or a membership card and payment of current dues in the Amangi Nacha Lodge.
- C. All membership elections for the Order *of* the Arrow must be held in the Scout(er)'s Golden Empire Council registered unit. The elections must be conducted by a trained election team appointed by the Lodge and/or Chapter chiefs from the Amangi Nacha Lodge. Elections conducted by other than the Amangi Nacha Lodge are invalid.
- D. Ordeal candidates from the Golden Empire Council may not attend Ordeal ceremonies conducted by other than the Amangi Nacha Lodge unless written permission is given by the Amangi Nacha Lodge Chief and Lodge Advisor, or their designee(s). If permission is given, the fee charged to Ordeal candidates who attend Ordeals outside of the Lodge will be equal to the fee charged for Amangi Nacha Lodge Ordeals.
- E. Dues
  - 1. Yearly Lodge dues will be determined by the Lodge Council of Chiefs.
  - 2. The Lodge year is from January 1 through December 31.
  - 3. To encourage on time dues payment, the Council of Chiefs may establish incentive programs.
  - 4. For inactive members and Arrowmen transferring from another Lodge, dues will not be prorated. The dues will be equal to the full year's dues.

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5. There shall be a Lodge induction fee, payable at the time of induction into the Order of the Arrow. The Lodge Council of Chiefs will establish an equitable fee for the entire Lodge.
- F. Classes of membership
  1. Active membership: an active member of the Amangi Nacha Lodge shall be defined as one who has paid his/her current dues.
  2. Inactive membership: an inactive member of the Amangi Nacha Lodge shall be one who has not paid his/her current dues. Inactive members have no voting power, cannot be officers/advisors, will not receive Lodge publications, and cannot wear the Amangi Nacha Lodge pocket flaps.
- G. Procedures for Brotherhood eligibility and membership shall be as specified in the current Order of the Arrow Handbook.
- H. All pre-Ordeal, Ordeal, Brotherhood, and Vigil Ceremonies shall be as printed in the current Order of the Arrow pamphlet for each ceremony.
- I. Vigil Honor attainment and membership procedures shall be described in the Guide for Officers and Advisers.

### III. ARTICLE III: STRUCTURE OF THE LODGE

- A. The boundaries of the Lodge will be equal to those of the Golden Empire Council.
- B. The Chapter is a subdivision of the Lodge and is normally equal to the boundaries of Districts, but may be adjusted by the Lodge.

### IV. ARTICLE IV: LODGE ROLE

- A. The role of the Lodge is to monitor and coordinate the activities of the Chapters, and to do those things that must be managed by the Lodge and the Council.
- B. The Lodge is responsible for the financial integrity of the Lodge and the Chapters.
- C. The Lodge will supervise the Trading Post. The Lodge will purchase and distribute items to the Lodge Trading Post.
- D. The Lodge is responsible for producing a newsletter.
- E. It is suggested that the lodge conduct the following events on an annual basis:
  1. Two Fellowships
  2. Three Ordeals
  3. Takachsin
  4. Lodge Banquet
- F. The Lodge will be responsible for training Lodge and Chapter Officers and Advisors.
- G. The Lodge will be responsible for Vigil Honor recognition.
- H. The Lodge will be responsible for the Founder's Award.
- I. The Lodge will be responsible for the James E West Recognition.

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- J. The Lodge will be responsible for supporting Golden Empire Council events as requested.
- K. The Lodge is responsible for supporting the Section Conclave.
- L. Hold a monthly Council of Chiefs (Lodge Business meetings).

#### V. **ARTICLE V: LODGE OFFICER ELECTIONS AND APPOINTMENTS**

##### A. General election rules:

1. Elections will be held at the Fall Fellowship,
2. Terms of office will be from Lodge Dinner to Lodge Dinner.
3. The only adults allowed at the election are the Lodge Advisor, the Staff Advisor, and Council Executive. Other key Advisors may be invited upon the discretion of the Lodge Advisor.
4. All Lodge Officers shall be under 21 years of age throughout their term of office.
5. Only registered youth members of the Amangi Nacha Lodge may endorse, campaign, and vote for candidates.
6. The Lodge is not responsible for campaign expenses of candidates.
7. Any Lodge facilities, publication, etc. made available to any candidate for campaign purposes shall be made available to all candidates.

##### B. Election through a nominating process at a Lodge event.

1. The elections will start with the Lodge Chief.
2. Unsuccessful candidates may run for another office of their choice. They do not have to be re-nominated.
3. The Lodge Chief may appoint the Vice-Chiefs to specific positions if all of the Vice-Chief nominees and a simple majority of the voters agree.
4. If there are Vice-Chief elections, the sequence of the elections will be as follows:
  - a) Vice-Chief for Program
  - b) Lodge Executive Vice Chief
  - c) Vice-Chief for Inductions
5. If there are insufficient candidates to fill all of the offices, by a simple majority vote, members may vote to accept or reject each candidates while all of the nominees are outside
6. A simple majority is required to win any election.
7. If no candidate receives a majority, then the two candidates with the highest percentage will be involved in a run-off election.
8. If only one candidate is nominated for a position, he must be voted upon.

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9. If no candidate for an office receives a simple majority after three rounds of voting, the Lodge Council of Chiefs will determine the winner by a simple majority vote.
- C. The Lodge Chief will appoint the Vice-Chief for Publications, Vice-Chief for Trading Post, Vice-Chief for Finance and the Vice-Chief of Camping.
- D. Vacancies on the Lodge Executive Council will be filled by the Lodge Council of Chiefs by a simple majority vote.
- E. The Lodge Council of Chiefs may remove any Lodge officer with a 2/3 vote. Reasons for removal may include, but are not limited to the following:
  1. Unexcused absences from two meetings.
  2. Conduct unbecoming an Arrowman repeatedly.
  3. Breaking a major BSA, National Order of the Arrow, or Council rule.
- F. Adult leadership
  1. The Lodge Advisor shall be appointed by the Scout Executive in consultation with the Council Executive and the Lodge Chief.
  2. The Lodge Advisor shall appoint all Lodge Associate, Assistant, and Committee Advisors.
  3. The Lodge Advisor shall appoint the Chapter Advisors who will appoint Associate, Assistant, and Committee Advisors. The Chapter Advisor will appoint Clan Advisors.
  4. The Lodge Advisor has veto power over all actions and decisions of the Lodge, and Chapters.
  5. The Chapter Advisor has veto power over all actions and decisions of the Chapter.

#### VI. ARTICLE VI CHAPTER MEETINGS

- A. Chapter meetings will occur monthly at a location and time decided by the Chapter Council of Chiefs.

#### VII. ARTICLE VII: LODGE EXECUTIVE COUNCIL

- A. The Lodge Executive Council shall consist of the Lodge Chief, Lodge Vice-Chief's, the Immediate Past Lodge Chief, Staff Advisor, and Lodge Advisor.
- B. All youth Lodge Executive Council shall have one vote each on emergency business as determined by the Lodge Chief and Advisor, The Lodge Chief will vote in case of a tie.
- C. Voting in the Lodge Executive Council
  1. A quorum is at least half of the Lodge Executive Council
  2. A quorum must be present to take a vote.

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3. A simple majority of those present will determine the outcome of a vote unless otherwise stated in the Lodge rules. The Lodge Advisor, or his designee, must be present.
4. The Lodge Chief will vote only in case of a tie vote.

#### **VIII. ARTICLE VIII: LODGE COUNCIL OF CHIEFS**

- A. The Lodge Council of Chiefs will be composed of the Lodge Executive Council and the Chief of each Chapter. The immediate past Lodge Chief is a member of the Lodge Council of Chiefs.
- B. The Lodge Council of Chiefs will be the legislative and executive body of the Lodge.
- C. The Lodge Council of Chiefs will meet monthly
- D. Special meetings of the Lodge Council of Chiefs may be called by the Lodge Chief.
- E. Adult members (21 + years old) of the Order of the Arrow shall have no vote. Adults will be advisors only.
- F. Admittance to the meeting shall be by the use of the admonition.
- G. Voting in the Lodge Council of Chiefs meetings:
  1. A quorum is at least half of the Lodge Council of Chiefs.
  2. A quorum must be present to take a vote.
  3. A simple majority of those present will determine the outcome of a vote unless otherwise stated in the Lodge rules. The Lodge Advisor, or his designee, must be present.
  4. Each person elected to one of the Lodge offices and each Chapter Chief has one vote. The immediate past Chief (if under 21) has one vote.
  5. The Lodge Chief will vote only in case of a tie vote.

#### **IX. ARTICLE IX: LODGE FINANCE**

- A. Financial responsibility for the Lodge is retained by the Lodge.
- B. The Lodge Chief; in consultation with the Vice-Chief for Finance/Trading Post and Advisors, will submit a budget no later than the first Lodge Council of Chiefs meeting in the Lodge calendar year.
- C. Chapters will submit an itemized budget to the Lodge Council of Chiefs no later than the first Lodge Council of Chiefs in the Lodge calendar year.
- D. The Lodge and Chapters will submit revisions of their budgets four and eight months after the initial budget.
- E. The Council of Chiefs will decide the distribution of the funds based on the needs presented in those budgets.
- F. The Vice-Chief for Finance and Associate Advisor will monitor these accounts and report to the Lodge and the Chapter at every Lodge Council of Chiefs meeting.

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- G. Fund raiser money will be kept by the fund raising group in their Lodge account.
- H. Expenditure of non-budgeted funds must be approved by the Lodge Council of Chiefs.
- I. The Lodge Associate Advisor for Finance must approve (sign) all purchase or check authorizations. Approval will be based on Lodge/Chapter budgets that have been approved by the Council of Chiefs.
- J. Unauthorized purchases will not be reimbursed.

#### **X. ARTICLE X: TRADING POST**

- A. The Vice-Chief for Trading Post will be appointed by the Lodge Chief in consultation with the Vice Chief for Finance, Lodge Advisor, and Associate Advisor for Trading Post.
- B. All purchases and expenditures for the Trading Post must be approved by the Lodge Council of Chiefs.
- C. The Lodge Vice-Chief for trading Post and the Associate Advisor for Trading Post will be responsible for the purchase and distribution of the items to the Lodge Trading Posts.
- D. Chapter Trading Posts will be established by the Chapter purchasing items from the Lodge Trading Post only.
- E. The Lodge Council of Chiefs determines the costs of Trading Post items.
- F. All patch designs will be submitted by youth members, unless the Lodge Council of Chiefs votes to open designs to the adult members.
- G. The Vice-Chief for Trading Post shall have an Associate Lodge Advisor for Trading Post appointed by the Lodge Advisor.

#### **XI. ARTICLE XI: LODGE PUBLICATION**

- A. The Editor of the Se-Kah-Ke Squawks shall be appointed by the Lodge Chief in consultation with the Vice-Chief for Communications, Lodge Advisor, and Lodge Associate Advisor for Communications.
- B. The official publication of the Amangi Nacha Lodge shall be called the Se-Kah-Ke Squawks.
- C. The Se-Kah-Ke Squawks will be published bimonthly.
- D. The Editor shall appoint assistants(s) as he deems necessary.
- E. The Vice-Chief for Publications shall have an Associate Lodge Advisor for Publication appointed by the Lodge Advisor.
- F. Each Lodge Officer, Chapter Chief, and Event Chairman will submit articles to the Editor at each Lodge Council of Chiefs meeting.

#### **XII. ARTICLE XII: LODGE OFFICER JOB DESCRIPTION**

- A. Lodge Chief

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1. Act as the Chief Executive Officer of the Lodge in consultation with the Lodge Advisor.
    - a) Establish Lodge goals/Lodge Achievement Program
    - b) Establish a Chapter Achievement Program
    - c) Establish an Administrative Plan for the Lodge,
    - d) Delegate duties to each of the Lodge Officers.
    - e) Establish a budget
    - f) Establish a Lodge calendar
  2. Chair Lodge Council of Chiefs and Lodge Executive Council meetings and vote in case of a tie vote.
  3. Produce and monitor the Lodge Plan Book by the first meeting in the Lodge calendar year.
  4. Monitor the activities of the Chapter Chiefs
  5. Coordinate the health and safety at all Lodge functions
  6. Act as a voting member of the Section Council of Chiefs.
- B. Lodge Vice-Chief for Program:**
1. Work closely with the Lodge Associate Advisor
  2. Perform such duties as the Lodge requires
  3. Coordinate the promotion of the Indian Lore Program
  4. Coordinate dance competition
  5. Coordinate the Lodge Fellowship
  6. Monitor the activities of the Chapter Vice-Chiefs for Program
  7. Act as a voting member of the Lodge
  8. Take over the duties of the Lodge Chief in his absence
- C. Lodge Vice-Chief for Inductions:**
1. Work closely with the Lodge Associate Advisor for Inductions
  2. Perform such duties as the Lodge requires
  3. Coordinate the Inductions Program
  4. Coordinate the Vigil Honors selection and ceremonies
  5. Coordinate the Founder's Award
  6. Monitor the activities of the Chapter Vice-Chiefs for Inductions
  7. Act as a voting member of the Lodge
- D. Lodge Vice-Chief for Finance**
1. Work closely with the Lodge Associate Advisor
  2. Perform such duties as the Lodge requires
  3. Coordinate with the Lodge Chief to produce the Lodge Budget
    - a) Receive, report, and maintain files of the Budget of the Lodge and Chapters

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- b) Monitor and report the Lodge and Chapter Budgets at the January and September Lodge meetings
      - c) Purchase Request and Check Requests must be signed by the Lodge Chief and Lodge Advisor, or their designee. The Lodge Associate Advisor for Finance must check all Requests against the Lodge or Chapter Budgets and Minutes
    - 4. Maintain financial records of the Lodge and Chapters.
    - 5. Monitor the activities of the Chapter Vice-Chiefs for Finance
    - 6. Act as a voting member *of* the Lodge Council of Chiefs.
  - E. Lodge Trading Post Manager:
    - 1. Work Closely with the Lodge Associate Advisor for Trading Post.
    - 2. Perform such duties as the Lodge requires.
    - 3. Monitor inventories and financial records of the Lodge and Chapter Trading Posts.
    - 4. Produce an audit report of the Lodge and Chapter inventories for the January and September Lodge Council of Chiefs meetings.
    - 5. Act as a voting member of the Lodge Council of Chiefs.
    - 6. The Trading Post Manager shall be appointed by the Lodge Chief in consultation with the Lodge Advisor.
    - 7. He shall be responsible for the Lodge Trading Post and all of its contents.
    - 8. He shall have an Associate Advisor appointed by the Lodge Advisor.
    - 9. He shall submit purchase requests or check requests to the Lodge Chief and Lodge Advisor, or his designee, for signature.
    - 10. He shall inspect all supply orders for accuracy and imperfections, and shall return all unacceptable items.
    - 11. He shall keep an accurate, up to date inventory and shall maintain records of all transactions.
    - 12. He shall report to the Lodge the inventory and sales of the lodge at the January and September Lodge meetings.
    - 13. He shall control all sales of Lodge supplies.
    - 14. Act as a voting member of the Lodge
  - F. Lodge Vice-Chief for Communications:
    - 1. Work closely with the Lodge Associate Advisor
    - 2. Perform such duties as the Lodge requires
    - 3. Maintain Lodge Rosters
    - 4. Take, publish, and file minutes of all Lodge meetings
    - 5. Maintain a file of all Chapter minutes
    - 6. Receive Chapter histories and produce the Lodge history



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7. Coordinate and maintain the Lodge and Chapter Calendars as approved by the Lodge Council of Chiefs
  8. Monitor the activities of the Chapter Vice-Chefs of Communications and/or Secretaries
  9. Act as a voting member *of* the Lodge Council of Chiefs
- G. Lodge Vice-Chief for Publications**
1. Work closely with the Lodge Associate Advisor for Publications
  2. Perform such duties as the Lodge requires
  3. Produce the Lodge newspaper
  4. Act as a voting member of the Lodge
- H. Lodge Vice-Chief for Camping**
1. Work closely with the Lodge Associate Advisor for Camping
  2. Perform such duties as the Lodge requires
  3. Produce the "Where to Go Camping" Booklet
  4. Produce and maintain the Camping Promotion
  5. Monitor the activities of the Chapter Vice-Chiefs for Camping
  6. Act as a voting member of the Lodge
- I. General:**
1. All Lodge officers shall attend all Lodge Executive Council and Council Of Chiefs meetings.
  2. All Lodge officers shall submit a written report at the end of their term dealing with duties, accomplishments and suggestions for the future.

### **XIII. ARTICLE XV: RECOGNITION AWARDS**

- A.** Lodge Recognition awards will be defined in the Awards Section in the Amangi Nacha Lodge Plan Book. Changes in Awards may be made by a simple majority of the lodge Council of Chiefs.
1. Gold Feather Award
    - a) Lodge Chiefs yearly outstanding service award.
    - b) Awarded for service above and beyond normal duty to the Lodge.
  2. Silver Feather Award
    - a) Lodge Chiefs yearly service award
    - b) Awarded for service to the Lodge.
  3. Se-Kah-Ke Quail Shoulder Patch and participation strips
  4. Beads/Necklace - various types of beads, bead arrangements, arrowheads, etc. Each bead recognizes each time the member participated in various activities.
  5. Vigil Honor
  6. Founder's Award

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**B.** Chapter recognition awards will be determined by the Chapters.

### **XIV. ARTICLE XVI: AMENDING THE AMANGI NACHA LODGE RULES**

**A.** Lodge By-laws shall only be changed by a 2/3 vote of the Lodge Council of Chiefs.

**B.** All amendments shall be proposed at one meeting of the Lodge Council of Chiefs, published within the 3 days following, and voted on at the next meeting of the Lodge Council of Chiefs.

### **XV. Amendments (Summary of Changes)**

	<b>Previous State</b>	<b>Current State</b>	<b>Revision Date</b>
<b>ARTICLE I: NAME, AFFILIATION, AND INSIGNIA OF THE LODGE Paragraph B Sentence #2</b>	The Amangi Nacha Lodge shall be affiliated with the Golden Empire Council, Boy Scouts of America, and shall be under the supervision of the Council Scouting Committee and the administrative authority of the Scout Executive.	The Amangi Nacha Lodge shall be affiliated with the Golden Empire Council, Boy Scouts of America, and shall be under the supervision and administrative authority of the <b>Council Scout Executive</b> .  Replace: Council Scouting Committee with Council Scout Executive. Council Scout Executive makes the final call on all decisions now. They also have the power to tell the Lodge what they can and cannot do.	5/30/2020
<b>ARTICLE II: MEMBERSHIP Paragraph C</b>	All membership elections for the Order of the Arrow must be held in the Scout(er)'s Golden Empire Council registered unit. The elections must be conducted by a trained election	All membership elections for the Order of the Arrow must be held in the Scout(er)'s Golden Empire Council registered unit. The elections must be conducted by a	5/30/2020

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	<p>team appointed by the Lodge and/or Chapter chiefs from the Amangi Nacha Lodge. Elections conducted by other than the Amangi Nacha Lodge are invalid. Elections may not be conducted by camp staffs.</p>	<p>trained election team appointed by the Lodge and/or Chapter chiefs from the Amangi Nacha Lodge. Elections conducted by other than the Amangi Nacha Lodge are invalid.  Remove:Elections may not be conducted by camp staffs. Elections are driven by the chapter. We need to focus on how elections are executed correctly, not the options that are not allowed.</p>	
<p><b>ARTICLE II: MEMBERSHIP Paragraph F Sentance #3</b></p>	<p>Associate membership: Associate members of the Amangi Nacha Lodge are Arrowmen who are registered in another Lodge, but who wish to receive the Lodge publication. The Associate member will pay an amount equal to the membership dues of the Amangi Nacha Lodge member. Associate members have no voting power, cannot be Officers/Advisors and cannot wear the Amangi Nacha Lodge pocket flap.</p>	<p>Remove, No longer a type of membership.</p>	<p>5/30/2020</p>
<p><b>ARTICLE II: MEMBERSHIP Paragraph I</b></p>	<p>Vigil Honor attainment and membership procedures shall be described in the Amangi Nacha Lodge Vigil Honor procedures booklet. The booklet may be changed by a</p>	<p>Vigil Honor attainment and membership procedures shall be described in the Guide for Officers and Advisers.</p>	<p>5/30/2020</p>

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	simple majority vote of the Lodge Executive Council or Lodge Council of Chiefs.	The Amangi Nacha Lodge Vigil Honor procedures booklet is no longer used and we need to be following National Guidelines.	
<b>ARTICLE IV: LODGE ROLE Paragraph E</b>	The Lodge will conduct a Fellowship.	It is suggested that the lodge conduct the following events on an annual basis: I: Two Fellowships II: 3 Ordeals III: Takachsin IV: Lodge Banquet  Fellowship was the only mentioned event the lodge is responsible for. This does not reflect how the lodge currently operates.	5/30/2020
<b>ARTICLE IV: LODGE ROLE Paragraph I</b>	Not Present	The Lodge will be responsible for James E West Recognition.  Annually the Lodge donates to James E West, this isn't reflected anywhere in the bylaws.	5/30/2020
<b>ARTICLE IV: LODGE ROLE Paragraph J</b>	Not Present	The Lodge will be responsible for supporting Golden Empire Council events as requested.  A big role of the lodge is supporting the council, this needs to be in the bylaws.	5/30/2020

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<p><b>ARTICLE IV: LODGE ROLE Paragraph K</b></p>	<p>Not Present</p>	<p>The Lodge is responsible for supporting the Section Conclave.</p> <p>The Lodge has an annual responsibility of supporting the Section Conclave.</p>	<p>5/30/2020</p>
<p><b>ARTICLE IV: LODGE ROLE Paragraph L</b></p>	<p>Not Present</p>	<p>Hold a monthly Council of Chiefs (Lodge Business meetings).</p> <p>The Lodge should be responsible for holding lodge business meetings typically once a month.</p>	<p>5/30/2020</p>