

# Pack 3828 Bylaws

Reviewed August 22, 2017

- Dual control of the checking account. The treasurer to issue the reimbursement checks.
- Committee members can use their personal funds to make pre-approved purchases by the committee chair on the Pack's behalf for costs. The committee member will then be reimbursed by the Pack.
- Reimbursement to committee members for payments they have made with their personal funds shall be reimbursed in 14 days or less from the date the request is made to the treasurer. A receipt is required.
- The treasurer is to deposit any checks received in 21 days or less from the day the check is given to the treasurer.
- The committee chair is to have a second set of checks to be used in case of an emergency.
- Den leaders will handle all monetary transactions for any den related activity.
- The treasurer will handle all monetary transactions for any Pack related activity.
- The activity director or person coordinating an activity will handle any monetary transactions relating to that activity.
- The annual dues for re-chartering will be collected on or before March 1<sup>st</sup>. This can be extended if requested on a case by case basis and approved by the committee.
- The amount of available scout credits will be communicated to each family and den leader on or before January 18, and/or on an as needed basis or as requested.
- Any credits the 2<sup>nd</sup> year Webelos have will be given to the Boy Scout Troop at the time they cross-over. There is a transfer fee that Boys Scouts pay for each scout.
- Any unused scout credits for those who drop out or were removed from the Pack as of Labor Day will become part of the Pack's general operating funds.
- Any scout that transfers to another pack, upon request, credits will be transferred to that new Pack.
- 50% of any fund raising credits will be given to the scout. 50% stays with the pack.
- The 1<sup>st</sup> Tuesday of each month there will be a committee meeting. This will be done year round.
- **Scout fees and costs: The Scout's credit will be used first for any fees. Any outstanding balances need to be paid up front or credits available to be used. If a scout has NOT paid for their rechartering fee, they will not be rechartered.**

*Additions to the Bylaws of Pack 3828. These additions were published in the August 2017 newsletter. After being published twice in the monthly newsletter they are now officially part of the bylaws of Pack 3828.*

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Pack 3828 discipline policy in regards to physical abuse or bullying:

1<sup>st</sup> offense:

Send boy home or separate boy from his den  
Contact parents  
Parents will be required to stay at all future gatherings  
Boy will be required to apologize to the Pack

2<sup>nd</sup> offense:

Could result in expulsion from Pack at discretion of Committee  
Each year the boys will be given a fresh start.