

**BY-LAWS
OF THE
ARCHDIOCESE OF ATLANTA CATHOLIC COMMITTEE ON SCOUTING**

ARTICLE I – ORGANIZATION

The name of the organization shall be Archdiocese of Atlanta Catholic Committee on Scouting (AACCoS), a not-for-profit organization formed under the auspices of the Archdiocese of Atlanta.

ARTICLE II – PURPOSES

The following are the purposes for which this organization has been organized:

- To promote Catholic Scouting in the Archdiocese of Atlanta. The term “Catholic Scouting” shall mean participation in the following youth organizations recognized by the National Federation for Catholic Youth Ministry (NFCYM): Boy Scouts of America (BSA), Girl Scouts of the USA (GSUSA), Camp Fire USA, American Heritage Girls and Junior Catholic Daughters of the Americas.
- To promote the Catholic religious recognition programs administered by the National Catholic Committee on Scouting (NCCS) and the National Catholic Committee for Girl Scouts and Camp Fire (NCCGSCF).
- To promote other Catholic religious awards as approved by the Board of Directors.
- To train counselors to instruct Scouts in those Catholic religious awards, as set forth in Article X.
- To conduct Boards of Review for all Scouts to insure that they have completed the requirements of the Catholic religious awards.
- To plan the annual Archdiocese Awards Mass (by the Archbishop if possible) for presentation of Catholic religious awards to those Scouts in sixth grade or above who have completed the requirements of the respective awards.

ARTICLE III – MEMBERSHIP

Membership in this organization shall be open to all trained Religious Emblems Counselors (as set forth in Article X) and other Catholic adults registered in Scouting who are interested in supporting the purposes of AACCoS.

ARTICLE IV – MEETINGS

The Board of Directors will meet no less than four (4) times a year. The January meeting will be the Annual Planning and Budget Meeting. All members are encouraged to attend; however, only the Board of Directors, as set forth in Article VI, shall have voting rights.

Meeting location, time and dates shall be posted on the AACCoS website. In addition, the Secretary shall cause notice of the location, time and dates of such meetings to be e-mailed to every member of the Board of Directors at the address as it appears in the AACCoS membership roll.

Special Meetings of the Board of Directors may be called by the Chaplain or Committee Chair when deemed in the best interest of the organization. Members of the Board of Directors can call a Special Meeting by requesting such through the Chaplain or Committee Chair. Notices of such Special Meeting shall be e-mailed to all members of the Board of Directors at their addresses as they appear in the membership roll at least ten (10) days before the scheduled date set for such Special Meeting. The notice shall state the reasons that such Special Meeting has been called, the business to be transacted, and by whom it was called.

ARTICLE V – VOTING

At all meetings, all votes shall be by voice or a show of hands of the Board of Directors.

The presence of not less than five (5) members of the Board of Directors shall constitute a quorum and shall be necessary to conduct the business of this organization. A majority vote of the Directors present is required to pass any motion. At any regular or Special Meeting, if a majority so desires, any question may be voted upon by secret ballot to be counted by the Chairman and the Secretary.

ARTICLE VI – BOARD OF DIRECTORS

The Board of Directors shall consist of the following: Chaplain; Committee Chair; Vice Chair; Secretary; Treasurer; Communications Chair; BSA Membership Chair; NCCGSCF Membership Chair; BSA Religious Emblems Chair; NCCGSCF Religious Emblems Chair; BSA Training Chair; NCCGSCF Training Chair; Webmaster; Religious Activities; Council Chair for each Council BSA; Council Chair for each Council NCCGSCF; Religious Relation Representative for each Council BSA; Religious Relation Representative for each Council NCCGSCF. The Chaplain is appointed by and serves at the leisure of the Archbishop. The Committee Chair is appointed by the Chaplain. All other members of the Board of Directors are appointed by the Committee Chair with the advice and consent of the Chaplain.

The Committee Chair shall present at each Annual Planning and Budget Meeting a report of the work of the organization. The Committee Chair shall appoint all committees, temporary or permanent; may sign the checks of the organization; and shall have such other powers and shall exercise all duties as may be reasonably construed as incident to the office of chief executive of any organization.

The Secretary shall keep the minutes and records of the organization in appropriate books. It shall be duty of the Secretary to file any certificates required by any statute, federal or state. The Secretary shall give and serve all notices to members of this organization; shall be the official custodian of the records and seal of this organization; shall submit to the Board of Directors any communications which shall be addressed to the organization; and shall attend to all correspondence of the organization and shall exercise all duties as may be reasonably construed as incident to the office of Secretary.

The Treasurer shall have the care and custody of all monies belonging to the organization. The Treasurer shall be solely responsible for the monies of the organization, such funds to be deposited in a regular business bank or trust company legal for a non-profit organization in this state. No separate, special funds may be set aside. The Treasurer shall sign checks or drafts of the organization as authorized by the Board of Directors or according to the annual budget; shall render at all regularly scheduled meetings a written account of the finances of the organization, such report to be physically affixed to the minutes of such meeting; and shall exercise all duties as may be reasonably construed as incident to the office of Treasurer.

ARTICLE VII – SALARY/REIMBURSEMENT FOR EXPENDITURES

All members of the committee and Board of Directors are volunteers and shall be paid no salary or compensation.

Reimbursement will only be made for receipted expenditures approved in advance. When possible, expenditures should be by the Treasurer rather than out of pocket by members of the committee or Board of Directors.

ARTICLE IX – AMENDMENTS

These By-Laws may be altered, amended, repealed or supplemented only by a 2/3 super-majority vote of not less than seven (7) members of the Board of Directors at a Regular or Special Meeting as set forth in Article IV.

ARTICLE X – RELIGIOUS EMBLEMS

Religious emblems classes must be lead only by trained Religious Emblems Counselors. Training and Scouter Development must be completed by all Religious Emblems Counselors before beginning the programs. Training and Scouter Development for the youth scouting awards will be furnished annually by the AACCoS BSA or NCCGSCF Training Chair or other individuals designated by Chaplain or Committee Chair. The Scouter Development requirement will be waived for Religious Emblems Counselors that are Catechists currently teaching a class by furnishing substantiation the information to the Chaplain or Committee Chair.

All manuals and other educational materials for the youth and the leaders' guides are the property of individual Religious Emblems Counselors. AACCoS will not be responsible for providing to or reimbursing Religious Emblems Counselors for such manuals and materials.

AACCoS will purchase all adult leader awards. Youth awards will be paid for by the individual recipients. Awards may only be ordered by AACCoS Treasurer at the request of the BSA and NCCGSCF Religious Emblems Chairs and with the approval of the Chaplain or Committee Chair.

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Adopted by vote of the Board of Directors this _____ day of _____, 2009.

Chaplain, The Reverend Monsignor Bill Hoffman

Committee Chair, Thomas E. (Tom) Bender

Secretary, Mary Daube

Treasurer, Vickie Voll

Communications Chair, Mary Ellen Yeomans

BSA Membership Chair, William Leach

NCCGSCF Membership Chair, Shirlee Wiener

BSA Religious Emblems Chair, Tommy Treat

BSA Training Chair, Deacon Mr. Tom Gotschall

NCCGSCF Training Chair, LouAnn Piantieri

Webmaster, Will Grasse

Northeast Georgia Chair, Phil Krajec

BSA Northeast Georgia Religious Relations Committee Representative, Leo Schiltgen

BSA Northeast Georgia Religious Relations Committee Representative, Donald Schultz