

Scouting America Troop 188

Bylaws, Policies, and Procedures

(Revised – July 21, 2025)

INTRODUCTION

Scouting America Troop 188 is organized and chartered pursuant to the guidelines established by Scouting America and operates in accordance with the policies of the San Gabriel Valley District, Greater Los Angeles Area Council, and Scouting America.

Ashlar Industries is the Charter Organization of the Troop. The Troop is a 501(c)(3) non-profit under the name “Ashlar Industries Troop 188”. Its governing body is the Troop Committee which is composed of registered Scouting America parents and caring adults

1. Eligibility for Membership

1.1 To join the Troop, youth regardless of gender must be at least 11 years old, or have completed the 5th grade, or have earned the Arrow of Light, but not yet be 18 years old at time of registration. There is no requirement that a youth must have been a Cub Scout. Prospective members are not covered by the troop’s insurance.

1.3 A parent or legal guardian must accompany each applicant at the time of registration.

1.5 The new charter year begins September 30th of each year. Only Scouts whose registrations and Troop Dues are current may participate in Troop activities.

2. Troop Calendar

2.1 A Troop calendar must be prepared by the Patrol Leadership Counsel (PLC), reviewed by the Troop Committee. The calendar must be complete at least 30 days in advance for meetings and 60 days in advance for events.

2.3 Changes to the calendar will be conveyed on the website, via the Troop Be Prepared Newsletter, on the read board at Troop meetings, and, if necessary, via text.

3. Parent Participation

3.1 Each family must have at least one parent or caring adult as a registered Scouting America member. Only registered adults who have completed the basic training (SYT, Hazardous Weather, Committee Member) have a vote in the Troop Committee meetings. All parents are welcome to attend Troop Committee meetings and may voice their opinions and ideas when called upon by the meeting chair.

3.2 A fair and equitable share of assistance is expected from each parent or guardian. Parents will be asked to furnish transportation to and from campouts and Troop activities. Only registered Scouting America adults may transport Scouts that are not family members.

3.3 Parents are expected to attend quarterly Courts of Honor.

3.4 Parents and other interested adults are encouraged to participate as adult leaders and to assist in the overall advancement of the Troop by serving as registered Troop Leaders, Merit Badge Counselors or Committee Members.

4. Scout Participation

4.1 A Scout must be active to reap the benefits of the Troop 188 program. Camping is the heart of Scouting, and the Troop expects Scouts to attend overnight camping trips and make every effort to attend the annual summer camp.

4.2 Scouts who make commitments to participate in Troop activities are expected to faithfully keep all such commitments. Failure to keep these commitments may be considered at time of advancement.

4.3 Scouts who identify with a gender different than that assigned at birth will tent alone on overnight activities. Troop leadership or event staff will privately connect with the Scout regarding restroom accommodations.

5. Uniforms

5.1 Scouts in Troop 188 wear two uniforms as described below. The Scoutmaster or Senior Patrol Leader will announce the uniform prior to each event or activity. At a minimum, Scouts will travel to/from troop activities in one of the two uniforms.

5.2 Field Uniform: Consists of the official Scout shirt with all badges and insignia; neckerchief (scarf) with slide or bolo tie; and neat green pants, shorts, skirt, or leggings.

5.3 Optional items include a cap (either the official green Scout cap, bucket hat for sun protection, or beanie for cold weather), official socks, merit badge sash, long-sleeve base layer, and Scouting America sweater.

5.4 Activity Uniform: Consists of either the troop T-shirt or Scouting America T-shirt, worn with neat pants, shorts, skirt, or leggings.

5.5 Socks and shoes required. (Tennis shoes permitted, **but no open toed shoes, flip-flops or "Crocs"**).

5.6 Optionally, a rope tied via a double fisherman's knot and slung behind the scout. The scout may also wear earned Red Rope Challenge ropes on the left shoulder.

6. Youth Leadership

6.1 Patrol Leaders Council (PLC)

- 6.1.1 A Patrol Leaders Council (PLC) governs Troop 188. The voting members will consist of the Senior Patrol Leader (SPL), Assistant Senior Patrol Leader (ASPL) and all Patrol Leaders (PL). Other Troop level leadership positions including, Troop Scribe, Troop Quartermaster, Troop Guide(s), and OA Representative, are expected to attend. The SPL or their designate will conduct all PLC meetings and Troop activities.
- 6.1.2 PLC Meetings are held once a month prior to Troop meetings and all voting members are expected to attend. Additional meetings may be called by the SPL with at least seven days' notice.
- 6.1.3 The PLC shall meet to evaluate and plan the Troop's activities. The adult in charge of the upcoming camping trips or activities will be expected to attend.

6.2 Senior Patrol Leader (SPL)

- 6.2.1 Active Scout
- 6.2.2 Rank of Star or above.
- 6.2.5 Have previously served in a Troop Leadership Position.
- 6.2.6 Twelve (12) month term
- 6.2.7 Completion of Troop Leader Training and ILST.

6.3 Assistant Senior Patrol Leader (ASPL)

- 6.3.1 Active Scout
- 6.3.2 Rank of First Class or above.
- 6.3.5 Previously served in a Troop Leadership Position.
- 6.3.6 Six (6) month term by Troop election
- 6.3.7 Completion of Troop Leader Training and ILST.

6.4 Patrol Leader (PL)

- 6.4.1 Active Scout
- 6.4.2 Rank of First Class or higher
- 6.4.4 Six (6) month term by patrol election
- 6.4.5 Completion of Troop Leader Training And ILST

6.5 Troop Elections

- 6.9.1 Troop elections will be held so that the officer terms will start September 1 and March 1 with the SPL election held in September.
- 6.9.2 Terms of office are to be six (6) Months, except SPL which will be a twelve (12) month term.
- 6.9.3 Patrol elections will be held the same night as Troop elections, immediately after the Troop election.
- 6.9.4 A Scout does not have to be present to be elected but must have given their request to the SPL to be considered for the position.

7. Troop Committee (TC)

- 7.1 The Troop Committee is the governing body of the Troop. It is responsible for providing adult leadership and support for Troop activities.
- 7.2 Troop Committee meetings are generally held monthly.
- 7.7 SPL (or representative), Unit Scouter Reserve, and the Troop 188's designated Unit Commissioner are not committee members and are **not eligible** to vote on committee issues but are encouraged to attend Troop Committee meetings.
- 7.8 Each Committee Member shall be entitled to one vote.
- 7.9 A quorum is defined 2/3 of eligible members. At least two of the three Key 3 Members must be present for voting to occur.

8. Troop Purchases / Financial Affairs

- 13.1 The Troop is organized under the 501(c)(3) non-profit organization "Ashlar Industries Troop 188". Any checks or official banking documents must reference this name. When requesting donations or making purchases with non-profit discounts for the Troop for the benefit of the Scouts, the Troop's non-profit tax ID number may be used. The number can be provided by the Troop Treasurer or Charter Org Representative.
- 13.2 The Troop Key 3 and the Troop Treasurer have a procurement card and are authorized to make purchases and reimbursements on behalf of the Troop.
- 7.6.2 The Troop will pay the annual dues for Key 3 committee members if budget permits.
- 11.2.6 The Troop will collect a fee from each Scout participating in a campout to defray Scout food expenses. The fee must be paid four weeks prior to the campout for the Scout to be considered registered and eligible to attend. Adults attending the campout will handle the adult food separately.
- 13.1.1 Purchases made by the Key Three must be authorized in writing by the Key Three and Treasurer. Written authorization includes group email and text communications. The Treasurer must maintain a record of these authorizations.
- 13.1.2 Reimbursements for costs incurred on behalf of the Troop will be made only upon presentation of a sales slip, invoice, bill, etc., representing the cost within 60 days of incurrence. Purchases made without pre-authorization will

only be reimbursed if approved by all members of the Key Three and Treasurer.

- 13.1.3 The Troop Committee shall set Troop dues on an annual basis no later than September 1st for the next charter year. Dues may be paid quarterly; however, a single payment at the beginning of the charter year is preferred. Quarterly payments will be billed the first of September, December, March and June. No later than the 10th of each corresponding month.

13.1.9 SCOUT FUND. Scouts may earn money through troop-approved fundraising events such as selling Camp Cards. This money will be credited to the scout's Scout Fund by the Troop Treasurer. The funds may be used for Troop dues, campout or summer camp fees, or other Scout-related expenses. If a Scout transfers to another troop, the Treasurer will return the funds to the new troop if he or she makes a written request within 30 days of the next time the troop recharter. If no request is made within this period, the scout forfeits the balance of his or her Scout Fund to the troop.

9. Amending Bylaws and Troop Procedures

- 15.1 The PLC and Troop Committee may recommend changes or amendments to these Bylaws. Changes and amendments to these Bylaws must be approved by a quorum vote of the members present at a Troop Committee Meeting.

Troop Committee Signatures

Douglas McKay

July 21, 2025

Scoutmaster

Date

Maureen Short

July 21, 2025

Troop Committee Chair

Date

Mark J. Lucas

July 21, 2025

Charter Organization

Date