

**1<sup>st</sup> Whitby Crusaders Rover Crew**  
**By-Laws**  
**As at 26 January, 2014**

**Article I: Name and Affiliations**

1. This Crew shall be known as the 1<sup>st</sup> Whitby Crusaders Rover Crew.
2. The Crew is a Section of the 1<sup>st</sup> Whitby Scouting Group which operates in partnership with the Whitby Area, and is a registered Rover Crew with Scouts Canada.
3. The Crew, and all its members, shall operate in compliance with the Mission, Principles, Practices, and the By-Laws, Policies & Procedures of Scouts Canada.

**Article II: Uniform & Crew wear**

1. The Crew will be expected to wear their uniform to all formal activities and ceremonies unless otherwise stated by the Crew before the event. These activities include: business meetings, service outings, all out of province and out of country travel.
2. Once crew wear is purchased, a crew wear shirt and necker may be worn in place of the dress uniform shirt.

**Dress uniform**

1. Each Rover Participant will provide their uniform.
  - i. Shirt: A currently approved Scouts Canada dress uniform shirt.
  - ii. Pants/Shorts/Skirt: A currently approved uniform bottom by Scouts Canada. Unauthorized uniform bottoms must be approved by the Crew.
  - iii. Neckerchief: Burgundy and gold 1<sup>st</sup> Whitby necker with either the Rover woggle or the leather Woodbadge woggle if the Rover has earned such. Any invested Rover who has earned their Gilwell neckerchief may wear it as an alternative, when the Crew is participating in a public event as representatives of Scouts Canada. Any other neckers must be approved by the Crew. (i.e. Special event necker)
  - iv. Shoes: Presentable, dark, closed-toe shoes for formal events or other shoes requested by the crew.

**Crew wear**

1. (Information to follow.)

**Article III: Membership**

1. Anyone who has turned 18, and who has not turned 27, at the time of application, is eligible to apply for membership. This rule is subject to Crew discretion.
2. A member of the Crew is an active Scouts Canada member, and has been invested into the Crew as either a "Squire" or a "Knight".
3. Any registered and invested member of the Crew, in good standing, has a vote.
4. An applicant who has not been invested as a Rover is called a "Page".

5. A Rover registered with Scouts Canada in another Crew and active in 1<sup>st</sup> Whitby's Crew may be invested as a "Yeoman" and have voting rights at the discretion of the 1<sup>st</sup> Whitby Rover Crew Executive.
6. Pages and Yeomen are expected to be familiar with the Crew and its ideals.
7. An applicant is accepted for membership when a deciding vote is made by a simple majority of the Crew members present. The Crew will adhere to Ontario Human Rights Commission definition of discrimination.
8. An applicant should be accepted if they:
  - i. Can and will integrate themselves into the group;
  - ii. Have a scouting approach to life;
  - iii. Are willing to learn and self-develop during their time as a Rover;
  - iv. Have time in their life to fit in an active Rovering lifestyle.
9. An accepted applicant becomes a member of the Crew at an investiture ceremony. New members become Squires. If a new member is a knighted Rover from another Crew, then that Rover retains their status of Knight.
10. A member is expected to attend a minimum of one function a month unless excused by the Crew.
11. A Centurion (Advisor) may become an Honorary Knight if they complete a Squireship program.
12. Once a Rover has exceeded the age requirement for membership, a Booting ceremony will be held and that member becomes a Crew Alumni.
13. A Crew Alumni is no longer a member, but may be invited to Crew activities.
14. If a member wishes to withdraw from the Crew, they shall give formal, written notice to the Executive one month prior to departure. The Executive can may inform the Crew of extenuating circumstances.
15. Centurion (Advisor): ex officio; as required by BP&P. This person shall aid the development of the Crew and its members by being a leader, coach, friend, resource person, and mentor. These individuals must be screened by 2 members of the Crew Executive. Any member may bring forth a candidate for the position. Approval by general vote of a simple majority of the members present. There may be more than one Centurion at a time.

#### **Article IV: Crew Executive**

1. The Crew Executive shall consist of the following officers:
  - i. President: This Knighted Rover is responsible for calling meetings and chairing them, appointing a chair for all subcommittees, on the advice of the Crew Executive, making sure that the Crew is operating by its by-laws, monitoring and announcing commencement and completion of Squireships and Quests to the Crew, and the overall organization of the Crew.
  - ii. Vice-President: This Knighted Rover is responsible for filling in for the President whenever the President cannot attend Crew functions. The Vice-President is also responsible for any task that may be delegated (to him/her) by the President. The Vice-President becomes Acting President in the event of the President's resignation, impeachment, or death.

- iii. Scribe: This person is responsible for taking the minutes at all Crew business meetings, having copies made and ready for the next business meeting. It is also the Scribe's job to keep a copy of all Crew minutes, Round Table minutes and correspondence. Any Crew records must be made available at the request of any member of the Crew.
  - iv. Historian: This person is responsible to take pictures when the crew is at events and traveling, keep a record of achievements, and organize and administrate our online public image. This position can be divided between the President and the Scribe if necessary.
  - v. Exchequer: This Knighted Rover is responsible for the management of Crew finances. See Article V: Crew Finances for more information.
  - vi. Quartermaster: This person is responsible for storing, logging, and administrating the use of Crew gear. This person would not be responsible for cleaning gear. Gear should be 'checked out' clean, and 'checked in' clean.
2. Any position may be held by a Squire if there is an extenuating circumstance or if approved by the Crew.
  3. A rotation of the Executive must attend Group Committee and Area Forum. Rotations will be decided on by the Executive.

#### **Article V: Crew Finances**

1. The Crew finances are maintained by the Exchequer (under supervision by a minimum of at least one Centurion).
2. Each month, for the business meeting, the Exchequer must prepare a financial statement for the Crew. This financial statement must include the income and expenses of the Crew and, if possible, the projected income and expenses for the next month. It must also contain a record of where money comes from (i.e. Participant, Fundraiser, Area, Donation, etc.), (where funds were spent (i.e. registration for Snow Moot)), a record of cash on hand and in the account.
3. Any transactions (Change to "withdrawals"?) from the Crew account must be approved by the Crew Executive.
4. If a bank account is necessary to hold the Crew funds, the bank account shall be in the name of "Scouts Canada, 1<sup>st</sup> Whitby Rover Crew". Three members of the Crew will have signing authority for cheques: The Exchequer, the President, and a Centurion.
5. The financial records must be made available at the request of any member of the Crew.
6. Once a year, a Centurion shall review the books. Also, they will review the books whenever there is a change in the Exchequer to ensure everything is in order.
7. Dues
  - i. Each Member shall pay \$20 a year before the end of the first quarter.
  - ii. Dues are to be paid to the Crew via the Exchequer.

#### **Article VI: Elections and Voting**

1. The Executive term runs for a 12 month period (September 1st to August 31st). Elections for the following year are held in May to allow for a 4 month mentorship with the current Executive.

The Participants that are being mentored by the current Executive shall be referred to as "Interns".

2. If an Intern decides to step down from the position, an Emergency Election shall be held to fill that position. The new Intern will have the remainder of the mentorship period (May - September) to learn the position.
3. Before an election, the Crew will be informed of the positions that need to be filled, the description and duties of those positions. Members anonymously nominate fellow Crew members that they feel fit the positions.
  - i. The default deciding vote ratio is majority.
  - ii. Nominated Crew members are asked if they wish to stand for the position. These members have full rights to decline the position.
  - iii. A private written vote is then taken, including the nominated members.
  - iv. In the event of a tie, a re-vote is taken with all members
  - v. In the event of a continued tie, the Centurions cast the deciding vote.

### **Article VII: Crew Operation**

1. The Crew will not tolerate members participating in any or all of the following: chronic tardiness, bad Crew image, substance abuse, disruptive behaviour, swearing, or failure to follow these By-Laws or the Code of Conduct as written by Scouts Canada.
2. The motto of Rovering is "Service". This motto is to be upheld by this Crew, and is interpreted as service to God, Others, and Self.
3. The Crew should have at least one business meeting per month.
4. The Crew should have at least one non-business meeting or activity per month, unless circumstances make it impossible.
5. At all events, attending members are all representing the Crew. All members shall be expected to maintain a good Crew image.
6. Under no circumstances will smoking be tolerated on any Scout Property or around any Youth members. If a member needs to have a smoke they are to step away from site and Youth.
7. Dating within the Crew is allowed, provided mutual respect is shown to the rest of the Crew. The couple will not partake in any public displays of affection that they would not show to any other member of the Crew (i.e. a hug "hello").
8. This Crew observes the S.A.D rules. There is to be no sex, alcohol or illegal drugs at any Scouting or Rovering event.

### **Camp rules**

1. Co-ed tenting is allowed, provided the ratio is uneven. This can be changed at the Crew's discretion (i.e. uncomfortable Crew member, etc.).
2. Dating members must still conform by Article VII: Section 7 and Section 8.

### **Article VIII: Squireship**

1. A Squireship program is a period of self-evaluation and self-discovery that will prepare a Squire for their Rovering life. The Squireship program is designed to introduce a Squire to the amount of work, responsibility, fun, and satisfaction that is involved in being a 1<sup>st</sup> Whitby Crusader Rover.

2. Once a Page/Yeoman becomes a Squire, they are expected to complete the Squireship process to become a Knight.
3. Squires shall have up to two sponsors, who are Knights, to help them through the Squireship process and answer any questions that the Squire may have.
4. The Crew chooses one sponsor, and the Squire may choose the other. These choices may be the same, but may be changed at any time.
5. Squireship should be completed in the first year the Squire is with the crew. If a Squire has not completed their Squireship within this time, their sponsor may request an extension on the Squire's behalf.
6. A Squireship cannot be completed in a period shorter than 6 months.
7. A Squire must maintain a log of all their Squireship activities. This must include their interpretation of each of the requirements, what they have done to meet the requirements, and what they have learned in their time as a Squire.
8. The requirements to complete a Squireship program are as follows:
  - i. Achieve or have current emergency first aid training.
  - ii. Complete a minimum of three service projects, two of which are done with the Crew and one is an individual project to be completed on the Squire's own time.
  - iii. Take a training course of any variety that could be helpful to the Crew (i.e. archery range master, wilderness first aid, canoe training, etc.) other than Woodbadge training. This training must be approved by the Crew before the Squire embarks on their training.
  - iv. Plan an event for Crew with a purpose (to achieve or learn something).
  - v. The Squire shall complete a personal Vigil within the requirements of the Crew. This will be revisited every 3 months for the duration of each Rover's Roving career.
  - vi. The Squire shall research Roving and have knowledge of the history, policies and fundamental teaching of Rover Scouts. This is to be discussed with your Sponsor.
  - vii. The Squire will complete one of Baden Powell's Ten Quests of Roving of their choosing.

#### **Article IX: Honorary Members**

1. At any time, special individuals, who have been an important part of the development of the Crew or important to the Crew, may be given honorary membership to the Rover Crew.
2. Honorary members have no voting privileges or authority in the Crew. An honorary membership is merely a show of Crew appreciation to a specific individual.
3. Honorary members may receive a group crest or necker.
4. In order to make an individual an honorary member, the Crew must make a majority vote of 75% in that individual's favour.
5. Individuals may not apply for honorary membership.
6. Honorary members may not purchase Crew Wear.
7. Honorary members may attend Rover social activities by invitation of the Crew only.

#### **Article X: By-Law Amendments**

1. The Crew By-laws may be amended if the amendment has a 75% (seventy-five) majority vote.
2. Amendments may be proposed by any member of the Crew. Appropriate discussion shall take place after a proposal. A vote will immediately follow.
3. A formal review of the By-laws and yearly amendments will take place at the business meeting in May, along with the elections.

4. The Centurion shall chair the meeting to allow all members a fair and equal voting opportunity.

#### **Article XI: Impeachment, and Motions of Non-confidence**

1. If a member of the Crew proves to be irresponsible to the Crew, or does not follow the Crew By-laws, a motion of non-confidence may be called regarding that member.
2. Any member may issue a motion of non-confidence. A specific charge of inappropriate conduct must be presented at the time of the motion.
3. After the Rover in question has been allowed a period to offer a defence, the accused must leave the room until the completion of the motion.
4. A motion of non-confidence is passed if it has a majority vote of 75% or higher.
5. A motion of non-confidence may discipline or impeach.
6. Disciplinary action may include a temporary banning from Crew activity, a probationary period, or an official warning. The extent of the disciplinary action is based on the severity of the problem, and is based on the Crew's discretion.
7. A member who is impeached is immediately banned from further Crew activities. That member may re-apply for membership 3 months after the impeachment but must have solved the problem that caused the impeachment.
8. An executive position vacated due to impeachment must be filled through the process of an Emergency Meeting and Election.
  - i. If the position has a working Intern, he or she may choose to stand for the position with a vote of confidence from the Crew.
  - ii. If the Intern does not wish to stand for the position or loses the vote of confidence, an Emergency Election for that position will be held.
9. A Centurion oversees the meeting in order to ensure that the punishment is fair and that everyone has a fair say.

#### **Article XII: Ceremonies and Sword**

1. The Crew sword shall be used in secret by members of the Crew.
2. The sword shall only be held by knighted members and stored in a case to preserve it from the elements.
3. Knighted members will use the sword for all Knighting Ceremonies.
4. All Knighting Ceremonies and secrets shall be kept in confidence by knighted members.