



## **Announcing the Santa Clara County Council Venturing Officers' Association!**

The VOA meets on the first Tuesday of the months of October, February, and May at 7:30 pm in the Council Service Center at 970 W. Julian in San Jose. On the nine remaining first Tuesdays, Venturing Roundtables will be held instead. The VOA encourages participation by an officer representative of every Crew in the Council, but observers are also welcomed. The Roundtable is for any Venturer or Advisor that would like to come learn and share.

### **VOA Purpose: To develop and strengthen Venturing Crews in the Council by:**

- Demonstrating effective unit operations at meetings
- Providing personal growth opportunities for Crew Officers
- Developing tools for Crews to recruit and train members
- Providing opportunities for Units to share resources, ideas, and opportunities

### **Structure: The VOA is organized like a Crew:**

- Members of the VOA are the representatives of every Crew in the Council
- Officers are elected annually by members
- The Committee of the VOA is the Council Venturing Committee
- Advisors are appointed annually by the Committee
- Activity Chairs are appointed as required by the Officers

### **Leadership Roles:**

- President – Supervises other Officers, runs meetings, represents VOA to other bodies
- Administrative Vice-President – Recruits and supervises members, stands in for President
- Program Vice-President – Plans events and programs, appoints Activity Chairs, plans calendar
- Communication Vice-President – Produces media, manages regular communications
- Advisors – Ensure rules are followed, mentor officers, provide training
- Activity Chairs – Appointed to be in charge of an individual activity

## Santa Clara County Council Venturing Officers' Association Bylaws (as amended 10/3/06)

**I. Name and Affiliation:** The name of the organization shall be the Santa Clara County Council Venturing Officers' Association, abbreviated as "the VOA". The VOA shall be organized under the auspices of the Venturing Committee of the Santa Clara County Council.

**II. Purpose:** The VOA is intended to help develop Venturing in the Council and strengthen its Crews by:

- A. providing a communication forum for the Venturing Crews in the Council;
- B. modeling effective Crew operations;
- C. providing a learning resource for Scouters interested in learning about Venturing;
- D. promoting Venturing activity opportunities;
- E. assisting with Venturing training; and
- F. developing new Venturing programs.

**III. Organization:** The VOA shall consist of elected VOA officers, appointed VOA advisers, youth and adult Crew representatives, and appointed activity chairs and advisors.

- A. The Council Venturing Chair shall appoint a VOA Advisor for each calendar year. The Council Scout Executive shall appoint a VOA Staff Advisor to serve at his discretion. The VOA Advisor shall appoint Associate Advisors as desired for each calendar year. The VOA Advisor may appoint Activity Advisors to serve for any appropriate period of time. All VOA Advisors shall be non-voting members of the VOA.
- B. Each chartered Crew in the Council may send a designated youth representative to all functions of the VOA, who shall be a voting member of the VOA. Each chartered Crew in the Council may send a designated adult representative to all functions of the VOA, who shall be a non-voting member of the VOA.
- C. The annually elected Officers of the VOA shall be voting members of the VOA during their terms of office. Past Presidents of the VOA shall be non-voting members of the VOA until they reach the age of 21 years.
- D. The appointed activity chairs of the VOA shall be non-voting members of the VOA.
- E. Additional attendees at any VOA function (additional Crew members, additional VOA committee members, Scouters in general, visitors, presenters, etc.) may be recognized as participants in the VOA process by the presiding officer, but are not members of the VOA.

### IV. Meetings

- A. Time and place: The VOA shall meet on the first Tuesday of October, February, and May at 7:30pm at the Santa Clara County Council Scout Service Center located at 970 West Julian Street, San Jose. Regular meetings may also be called by the President of the VOA during any calendared VOA event. Any business may be conducted at these meetings. No quorum is required. Additional meetings may be called to order by the President of the VOA at any time for advisory purposes only.
- B. Operations: Any present member of the VOA may demand that the meeting be conducted according to the latest revision of Roberts' Rules of Order. Lacking any such demand, the presiding officer shall conduct the meeting in any suitable fashion.
- C. Leadership: The President of the VOA shall preside over all meetings. In the event of his/her absence, the order of succession shall be to the other Officers of the VOA in the order of their election. If no officers are present, then the senior present Advisor of the VOA shall preside over the selection of an ad hoc Officer of the Day.
- D. Voting rights duplication: Although a member of the VOA may hold voting rights for multiple positions held, no individual shall be granted more than one vote for any purpose.
- E. Decision by majority approval: All decisions of the VOA, unless designated otherwise within these bylaws, shall require a simple majority of the present voting members to be approved. The presiding officer shall have authority to break any ties.

### V. Offices: elections, appointments, and removals

- A. At the regular October meeting of the VOA, the voting members of the VOA shall elect new officers for the next term. The order of election shall be: President, Vice-President of Administration, Vice-President of Program, and Vice-President of Communication. Any Venturer registered in any Crew chartered in Santa Clara County Council shall be eligible for any office, providing that he/she be recommended by an Advisor within his/her own Crew and be under the age of twenty years at the time of election. Election of some or all positions may be postponed until the next regular meeting by majority approval of the VOA.
- B. The newly elected officers shall take office immediately after participation in the VOA Officers' Seminar, coordinated by the VOA Advisor.
- C. Activity committees may be formed by the presiding officer at any meeting of the VOA. Activity chairs shall be appointed by the presiding officer with majority approval of the VOA, and shall serve until a time designated by the appointer (usually the conclusion of the event or task). Activity advisors shall be appointed by the VOA Advisor. Activity chairs may appoint any number of members to their own committee from the Scouting community.
- D. Any vacant officer position may be filled by appointment by the presiding officer with majority approval of the VOA at any regular meeting.
- E. Any elected position of the VOA may be declared vacant by acclamation (unanimous consent) of the VOA (including non-voting members) or by a two-thirds majority vote of the VOA at any regular meeting.
- F. Any appointed position of the VOA may be declared vacant by the office responsible for the appointment.

### VI. Amendments

- A. Proposed amendments to these bylaws shall be submitted in writing at any regular meeting of the VOA.
- B. Amendments require a two-thirds majority approval of the VOA.
- C. Amendments take effect at a time specified by the approved proposal.