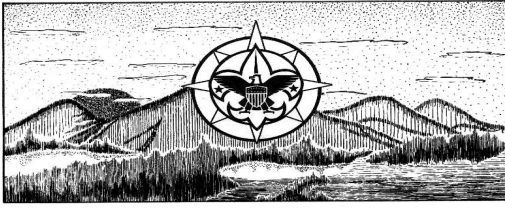


ALLEGHENY HIGHLANDS COUNCIL  
BOY SCOUTS OF AMERICA



NEW YORK & PENNSYLVANIA

# 2017 - 2018 LEADER'S GUIDE TO COUNCIL & DISTRICT OPERATIONS

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Welcome! We are very proud and happy to have you as a member of our scouting family. The Allegheny Highlands Council, Boy Scouts of America, is **our** Council. Together we can accomplish a lot for our scouts! Please use this calendar of activities, training and roundtables to enhance your unit's program for the year, and give your youth the kind of Scouting they deserve - top notch!

## AREA SERVED

Our Council serves the youth of Chautauqua, Cattaraugus, and Allegany counties in New York, and McKean and Potter counties in Pennsylvania.

## CHARTERED PARTNERS

We have many charter partner organizations who have joined us in partnership to provide scouting programs to the youth of our communities. These sponsors include churches of every denomination; PTA's; civic, service, & fraternal organizations; businesses & industry; & community groups. Our chartered partners provide meeting facilities, are responsible for volunteer leadership and the overall support of their Pack, Troop, Crew, or Post.

## OUR COUNCIL

The mission of the Council is to provide opportunities for Scouting to all boys and young adults in the counties we serve and to service and support all units, and their volunteer leaders. The Council is made up of all the chartered organizations and their volunteer scouters. Each sponsor appoints a Chartered Organization Representative who is a voting member of the Council and an automatic member of their respective District Committee.

## COUNCIL BUDGET AND FINANCES

The Council operates on a modest budget prepared by key council volunteers and the Council Scout Executive. The Council Treasurer, Scout Executive, Finance Committee, and Accounting Specialist monitor income and expenses of the Council.

Operating dollars come from the following sources:

	Operating	Expenses
United Way	6%	Program 84%
Friends of Scouting	12%	Management 9%
Camping & Program	46%	Service Center 6%
Special Events & Product Sales	19%	National Service Fees 1%
Sale of Store Supplies	3%	<b>100%</b>
Investment Income	14%	
	<b>100%</b>	



All Scouters, Parents, alumni, and supporters of Scouting are encouraged to be a Friend of Scouting each year. In addition, we conduct a popcorn sale in the fall, and an Earn Your Way to Camp sale with candles and camp cards in the spring to help our units and our council with the expenses of delivering a quality Scouting program to all our youth.

## EXECUTIVE BOARD

The administration of the Council is the responsibility of the Council Executive Board, under the leadership of the Council President and his Officers. The board members are leading citizens of the Council areas and they function on behalf of the Allegheny Highlands Council by determining policies, securing financial support, and guiding the council program.

## DISTRICTS

Our Council is divided into two Districts to best facilitate service and support to all our units. Each District has a District Committee which is composed of dedicated Scouters and the District Executive. The operating committees of the District are in activities, advancement, camping, membership, training, finance, and manpower. All of these committees are run by volunteers to assist our leaders in every Cub Scout Pack, Boy Scout Troop, Venture Crew, and Explorer Post. The Chartered Organization Representative from your unit is also an automatic member of the District and is invited to monthly District Committee meetings to participate, and for support of their unit/s. The key unit service group is called the Commissioners Staff. They provide direct regular service (visits) to all units in the district. Roundtables (a "Hands On" practical program session with many resources conducted by experienced volunteers) for Cub and Scout leaders are offered monthly by the Commissioners Staff of each District. The Key 3 in each district are: District Chairman, District Commissioner, and District Executive. Two Lakes District serves Chautauqua County and the western portion of Cattaraugus County. Western Gate District serves eastern Cattaraugus and most of Allegany Counties in New York, & McKean and Potter Counties in Pennsylvania.

## PROFESSIONAL STAFF

Professional staff members, commissioned by the personnel division of the National Council BSA, are employed by the Council to guide and coach one thousand adult volunteer scouters in Allegheny Highlands Council. The health of our units and growth of our movement are the top priorities of every executive. At present, we employ three professionals dedicated to service to you and your scouts.

## COUNCIL SERVICE CENTER AND TRADING POST HOURS

The Service Center is located on Hough Hill Road in Falconer, and is easily accessible off Interstate 86 (The Southern Tier Expressway). It houses the Council Trading Post and professional and clerical offices, and has a large meeting room. Various meetings and training are held here. The center is a well-utilized facility. The Service Center and our Trading Post are open Monday through Friday from 9:00 AM to 5:00 PM. We have a full line of Scout and other related items, and if it's not in stock, we'll gladly order it for you.

## MAILING & SHIPPING ADDRESS

Allegheny Highlands Council, BSA, P.O. Box 261, Falconer, NY 14733-0261  
Shipping address (UPS/FedEx) 50 Hough Hill Road, Falconer, NY 14733

## TELEPHONE & FAX

716.665.BOYS(2697) SCOUTFAX 716.665.5212

## EMAIL & WEB PAGE

E-mail: [servicecenter@alleghenyhighlands.org](mailto:servicecenter@alleghenyhighlands.org)

Web Page: [www.alleghenyhighlands.org](http://www.alleghenyhighlands.org) - highly interactive with common forms that can be downloaded, our council newsletter is posted and many useful links, and it's updated regularly. Check it out! Your unit can also link your web page to ours!



## PUBLICATION

The Highlander is printed every four months and is available at district meetings, roundtables, and our camps, service center, and on our webpage. It keeps everyone informed about scouting events and happenings, and the latest information.

## DISTRIBUTORS

Craft World & Action Hobbies – 509 West 3<sup>rd</sup> Street, Jamestown, NY 14701 (phone) 716-484-1780  
The Paper Factory – 3771 East Main Street, Fredonia, New York 14063 (phone) 716-679-3100  
The Paper Factory – 176 North Union Street, Olean, New York 14760 (phone) 716-372-9500

These distributors carry uniforms and scouting accessories.



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***Anything from the scout catalog can also be ordered for you through the Trading Post at the Scout Service Center.***

## HO-NAN-NE-HO-ONT Lodge - ORDER OF THE ARROW

The Order of the Arrow is a brotherhood of honor boy scouts, centered around an Indian theme, that promotes camping and all scouting programs, and service to our camps. In the Order, the boys are the leaders, with adult advisors. Boy Scouts who are first class may be elected to the Order each spring by their Troop. Adults must be recommended for membership. Newly elected members have two opportunities during the year to join, at the Spring Ordeal in June, or the Fall Ordeal in September. They conduct various other activities, including fellowships and an annual Family Banquet, & they participate in training and Section Conclaves and National Conferences.

## LIABILITY INSURANCE PROTECTION

The Council provides an excess, comprehensive, general liability insurance for the protection of its members with respect to claims arising in the performance of their duties in scouting. Coverage is more than \$500,000 for bodily injury and property. Our Council spends over \$1000 a month for insurance.

## ACCIDENT AND SICKNESS

Cub Packs, Boy Scout Troops, Venturing Crews, and Explorer Posts are covered with a council-wide policy, which generally pays for doctors' fees, hospital fees, etc., in the event of accident or sickness. The cost of this insurance is \$1 per every paid member and leader. The plan provides year-round coverage for injuries or sickness occurring while participating in or attending official scout activities.

## FUNDRAISING

Our Council conducts a Popcorn Sale every fall, and for spring an "Earn your way to camp" Candle & Camp Card sale. See the flyer in this calendar with details about each fundraiser. They have been developed to make raising needed funds easy and FUN for you and your scouts!

## TRAINING

Training is an integral part of our council, because it is vital to volunteer leader effectiveness. In this calendar is a page describing all training opportunities available for all our leaders, from online fast start and youth protection, to specialized seminars to hone seasoned leaders skills.

## CAMPS

Our council prides itself in two wonderful summer camping facilities – Camp Merz in Mayville, NY for Boy Scouts and Elk Lick Scout Reserve in Smethport, PA for Cub Scouts. There are many other program opportunities available for scouts and their leaders year-round at both camps and for the upcoming summer. And weekend tent-camping is FREE! Check our webpage for details.