



Order of the Arrow — Section NE-3B  
Council of Chiefs Meeting  
Price Chopper Community Center, Schenectady, NY  
January 17, 2004 — Meeting Minutes

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## **I. Opening**

Meeting called to order and opened with the Obligation of our Order, led by Chief Tyson Ford, at 10:00 a.m.

## **II. Roll Call**

### **Lodges Present**

Haudenosaunee  
Ga-Hon-Ga  
Otahnagon  
Kayanernh-Kowa  
Loon  
Onteroraus

### **Section Officers & Advisers Present**

Section Chief Tyson Ford  
Section Vice-Chief Sean Murray  
Section Secretary Peter Bird  
Section Adviser Bob Black  
Section Staff Adviser Tom Labayewski  
Associate Section Adviser Wayne Farnsworth

## **III. Secretary's Report**

Motion by Ga-Hon-Ga Lodge to approve the minutes of the November 1, 2003 Council of Chiefs Meeting as presented. Seconded by Onteroraus Lodge. Motion passed.

## **IV. Lodge Reports**

### **Haudenosaunee – Chief Harrison Francett**

Lodge Plan for 2004 was just approved by the LEC  
Issued a newsletter in December—the first in nearly two years  
Earned Quality Lodge for 2003

### **Ga-Hon-Ga – Chief Justin Dzialo**

CVC Fritz Fowler is continuing to plan recreation events for the Conclave  
The recent winter banquet was a success

### **Otahnagon – Chief Sean Murray**

Ian Pinnavaia, the 2003 Northeast Region Chief, was the guest speaker at the recent winter banquet. The banquet went very well  
Planning for the council mall show in February and the spring fellowship in May

### **Kayanernh-Kowa – Chief Nate Sachs**

Finalizing plans for their winter banquet and starting to plan for council events this summer

### **Loon – CVC George Stiefel**

The winter banquet was very successful  
The lodge is continuing its planning for a winter fellowship weekend and for NOAC

### **Onteroraus – Chief Josh Greenman**

The Luau was very successful and had a lot of fun activities  
Will be holding election team training later this month  
Finalizing plans for the lock-in on March 6-7 and continuing plans for NOAC

## **V. Old Business**

### **Section Leadership Development Course – Dec. 13, 2003**

The section-run Leadership Development Course was held on December 13, postponed from its original date of December 6 due to adverse weather conditions. Approximately 35 Arrowmen from around the section were able to come and participate in training topics such as Brotherhood Conversion, Innovative Programming, Camp Promotions, Leadership Dynamics, and Identifying, Recruiting, and Retaining Leaders.

The Council of Chiefs discussed ways to improve the attendance at the course and decided to try two separate courses in different parts of the section next year so lodges wouldn't have so far to drive.

### **Section Officers Seminar – November 7-9, 2003**

The section officers and advisers and conclave coordinator and adviser attended the Northeast Region Section Officers Seminar held at Camp Alpine on November 7-9. This was an opportunity for the leadership of the section to network with other section, region, and national leaders and participate in training in topics such as the Field Operations Guide, Conclave Planning, and Section Activities.

In addition to training, the section youth leaders came in second place in the region volleyball tournament and enjoyed a scavenger hunt through the Field Operations Guide.

### **Quality Section**

We earned Quality Section this year thanks, in no small part, to the contributions and efforts of all of our lodges. We needed 12 of 15 requirements and we earned 13. Certificates for each lodge will hopefully be available at the On-Site Visitation and Council of Chiefs meeting on April 17, 2004.

### **National Planning Meeting**

Section Chief Tyson Ford represented our section at the National Planning Meeting this past December. The first order of business at the meeting is the election of the new national officers. Our new National Chief is Jeff Haywood from section C-1A (North Dakota), our new National Vice Chief is Dave Dowty from section NE-2B (Germany), and our new Northeast Region Chief is Ed Lynes from section NE-1A (Boston, MA). While all of these officers are interested in attending lodge events, Ed especially would like to attend any lodge functions he can. Contact one of the section officers for more information about how to invite a national officer.

The priorities for the National Order of the Arrow Committee this year relate to increasing brotherhood conversion and the use of the extended elangomat system. With this in mind, the Conclave Training Initiative session (a training topic all sections will present at their conclaves) this year is Brotherhood Conversion.

The National Committee has also voted to stop using lodge numbers as a registration identifier on a national basis and instead to use the council's number for all national programs and registrations. However, lodges are still free to use their lodge number for patches, newsletters, and any other local program. It just will not be used for tracking and registration at the national office. New revisions of the Guide for Officers and Advisers, the OA Handbook, and the Field Operations Guide will be released at NOAC with these and other changes.

## VI. New Business

### **CVC Responsibilities**

Tyson Ford reviewed the overall guidelines for CVCs to clear up confusion and to identify ways to improve from previous years. The CVCs carry out the Conclave and make sure their areas of responsibility are fun and worthwhile for all participants. The best way to assure this happens is to create and stick to a backdater for the planning process.

Building upon the Conclave 2003 report, Tyson identified several specific areas of improvement. For American Indian Activities, much more promotion and training is needed. The past several conclaves have been severely lacking in AIA events and we really need to improve in this area. More non-physical activities are needed during recreation time for advisers. These could even include costuming, beading, or ceremonies workshops. Finally, in the special events area, the ice cream social and patch auction need to have more physical separation so both groups of people can have a good time.

Tyson also reminded all CVCs that any awards they want to present at the Conclave must be given to Josh Greenman, the Conclave Coordinator, for purchasing. The final area of improvement for this Conclave is that Mike George, Lodge Adviser for Otahnagon Lodge, has volunteered to be the office manager and coordinate much of the paperwork for the weekend, including areas of registration, training, and participation.

### **Conclave 2004 — Service Lodge Report**

Josh Greenman presented the Advance Book Table of Contents. CVCs are expected to write up a description of the activities they are planning for inclusion in the book. Other items include a tentative menu and schedule, training matrix, registration information, and camp information. The book is scheduled to be distributed to lodges in March.

Updated patch and t-shirt designs were passed around. After some discussion, the Council of Chiefs agreed to let Onteroraus Lodge determine the best style and color of the t-shirt based on what is possible by the company.

Josh presented quotes for the memorabilia items from various companies. The Council of Chiefs also agreed to create two package deals where a participant could purchase a specific three items and receive a discount.

**Motion** by Loon Lodge to set prices for the memorabilia items based on the manufacturer's quote as shown, with the Section Officers authorized to change prices if necessary:

Item	Cost	Price	Quan.	Details	Manufacturer
T-Shirt	\$ 7.00	\$ 10.00	75	4 color, 2 printing positions	Joe's Shirt Shack
Patch (4" w/ loop)	\$ 1.45	\$ 4.00	500	Full sewn, cut edge	Scoutgraphics Co.
Back Patch (6")	\$ 6.54	\$ 10.00	50	Full sewn, cut edge	Scoutgraphics Co.
Neckerchief	\$ 6.50	\$ 10.00	70	Black Full embroider design	Scoutgraphics Co.
Bolo Tie	\$ 4.90	\$ 7.00	≤100	6 colors, choice of cord color	Stadri Emblems
Ceramic Mug	\$ 2.94	\$ 6.00	300	black, gold iridescent	Scoutgraphics Co.
Glass Stein	\$ 7.50	\$ 10.00	36	white, iri. gold imprint	Scoutgraphics Co.
Shot Glass	\$ 3.42	\$ 5.00	72	black whiskey, iri. gold print	Scoutgraphics Co.

Seconded by Kayanernh-Kowa Lodge. Motion passed.

**Motion** by Otahnagon Lodge to set two package options for conclave memorabilia, available by pre-order only, as shown:

- Package 1 Conclave T-shirt, back patch, and stein \$27.00
- Package 2 Conclave T-shirt, neckerchief, and mug \$23.00

Seconded by Ga-Hon-Ga Lodge. Motion passed.

Discussion next turned to the participation award. Josh presented one quote for an enamel pin of the conclave patch for \$2.83 each at a quantity of 250 to 500. The Council of Chiefs thought this was too expensive and mentioned other options such as plastic cups, keychains, or lanyards.

**Motion** by Kayanernh-Kowa Lodge to authorize the Section Officers to design, set prices for, and approve a participation award, based on the budget constraints. Seconded by Loon Lodge. Motion passed.

Josh then reviewed the budget for each CVC and committee. He reminded the CVCs that the quicker they get him their needs lists, the greater their chances of getting the supplies they request. He also reminded them to spend the portion of the budget allotted to them because it was allotted to provide a quality program.

### **Conclave 2004 — VIPs and Registration**

Unfortunately for our section, there are six Conclaves in the Northeast Region on the weekend of ours in June. Ed Lynes, the 2004 Northeast Region Chief, has developed a sharing program for national officers where one national officer would split his time between the Conclaves of two different sections. Because we had so many national officers attend our Conclave last year, we are on the bottom of this new sharing priority list and probably will not have any current national officers attend. However, the section officers are looking into the possibilities of inviting national staff members and past national and regional officers.

With the help of our new office manager, Mike George, we are improving the efficiency of the registration process this year. This starts with a redesigned registration form where participants will be asked to choose the training sessions they are planning on attending. Each council will compile the registration information of its own Arrowmen on a standard worksheet that will be sent to the service council. As in the past, medical forms (at least a Class I) are the responsibility of each individual Arrowman and must be presented when he registers at the Conclave.

### **CVC Reports**

**American Indian Activities** — Haudenosaunee Lodge, Kellen Wilson, CVC

Kellen is planning two morning training sessions, one of which being Dress for Success, the session Ed LaFave developed. He will also hold pre-ordeal, ordeal, and possibly brotherhood ceremony competitions in the afternoon.

**Publications** — Half Moon Lodge

No report.

**Recreation** — Ga-Hon-Ga Lodge, Fritz Fowler, CVC

Fritz is planning on using adults to run the events so the youth are more able to participate in the activities. He is also preparing a "rainy-day plan." Besides the traditional sporting activities, Fritz is planning a Meet the Man session, an outdoor course relay, an Indian Arrow toss, an Indian Rock throw, and Sink the Chief where eight Arrowmen try to sink their chief who is in a canoe. For adults, Fritz is also planning Tie the Hog, a pioneering activity.

**Shows** — Kayanernh-Kowa Lodge, Nate Sachs, CVC

The Shows committee is responsible for the Saturday night show and Nate and his team are currently writing a script for the show.

**Special Events** — Loon Lodge, George Stiefel, CVC

George submitted his proposed backdater and activities list. He plans to run the live and silent patch auctions, camp promotions competition, newsletter competition, lodge display

board competition, lodge chief pie eating contest, and a camp-wide participation game. He also hopes to show a movie during down times in the evenings.

**Training** — Otahnagon Lodge, Matt Slimowicz, CVC

Matt is currently developing the course catalog for the second year of the University Training program. He is adding some new courses to provide more opportunities to earn advanced degrees. He is recruiting trainers and plans on having them all named by February 15. To manage each college, Matt would like to recruit deans who will help with course selection, trainers, and other administration. He also would like input from the lodge advisers on which courses the adults would like to see offered.

All trainers are reminded to send backdaters and an Action Plan (tasks for the upcoming months) to Tyson for review.

**Conclave Backdater**

The Conclave Backdater, as approved at the November Council of Chiefs meeting, was reviewed.

**Memorabilia and Registration**

April 15	Registration forms due to home lodges
May 1	Check and registration forms due to Service Lodge
June 1	Drop Dead registration date

**CVCs**

Feb 15	Second CVC report due
Mar 15	Third CVC report due
Apr 17	Fourth CVC report due
Apr 17	Materials Requests due
May 1	Final needs list due

**Advance Book**

Feb 15	Draft review
Mar 1	Service Lodge sends out booklets

**Conclave Promotion**

Sean Murray reminded everyone that the Conclave needs to be continuously promoted.

Lodge chiefs should use their resources—invite a section officer to speak at a lodge event, use the promotion DVD Section Adviser Bob Black distributed. The word needs to go out in many different mediums including in newsletters, at meetings, and over phone trees.

Sean also encouraged cross-lodge sharing and invited lodge chiefs to invite leaders from other nearby lodges to their events.

**Lodge Assistance Program**

Section Vice Chief Sean Murray gave an update on the Lodge Assistance Program. The visitation for Onteroraus Lodge is scheduled during their Lock-in on March 6-7 in Oneonta. He is still in need of team members, so if you're interested, please contact Sean. The other visitations this year are Half Moon and Kayanernh-Kowa Lodges, with both visitations scheduled for their fall fellowships.

**NOAC 2004 – July 31 - August 5, University of Iowa, Ames, IA**

Tyson Ford reported on the NOAC planning that occurred during that National Planning Meeting in Dallas in December. The theme of this year's NOAC is "Chosen to serve. Inspired to lead," with a special Founder's Day theme of "Founders of the past, leaders of the future." Many new activities, game-shows, and events will see their debut this

summer. Several section leaders will be serving in leading staff positions, helping to put on a spectacular conference.

### **Section NOAC Flap**

As in past years, the Council of Chiefs wanted to produce a section flap set where each lodge could have its own name on a patch design shared by all the other lodges in the section. These sets frequently trade very well. From the designs submitted, the Council of Chiefs chose a fire design. To prevent problems from the past, the Council of Chiefs agreed that all lodges that wanted to participate in the flaps must allow their flap to be sold as part of the section set.

**Motion** by Onteroraus Lodge, to approve the Section NOAC flap ideas as presented, and to set the prices as follows, with the stipulation that out-of-council orders would have a \$10 surcharge added:

Individual flaps:		\$3
Complete Sets:	If 6 or 7 lodges in the section participate	\$25
	If all 8 lodges in the section participate	\$30

Seconded by Haudenosaunee Lodge. Motion passed.

Section Vice Chief Sean Murray gave a presentation about the Lodge Assistance Program.

### **Section Website**

Section Secretary Peter Bird and Section Webmaster Andy Gianfagna are working on a large update to the section website with information about Conclave, NOAC, and other upcoming events.

### **Section Newsletter**

Peter also talked about the Section NE-3B News, the online newsletter. The most recent issue was released in early January. He reminded Lodge Chiefs to submit information for the Lodge News section of the newsletter. Lodge Chiefs are also asked to pass the newsletter on to their own lodge email lists for greater circulation. Finally, he is looking for more people to help out with the newsletter's production.

### **OA High Adventure**

The Philbreak program of a week of work and fun at the Philmont Scout Ranch for scouts ages 18-25 is continuing again this year for the first three weeks of March. There were still many spots available for any interested Arrowman. The OA Trail Crew program at Philmont and the OA Wilderness Voyage program at the Northern Tier canoe base are continuing again. More information and registration forms for any of these programs can be found on the National Website.

### **Upcoming Events**

The section Train the Trainer course will be held on April 16 prior to the On-Site visitation and Council of Chiefs meeting. All Conclave trainers should plan on attending.

The upcoming National Leadership Seminars are March 26-28 at Camp Alpine, NJ and April 30-May 2 at Hidden Valley, NH. Current and future lodge and chapter leaders should strongly consider attending.

Tyson asked all lodge chiefs to send him a calendar of their activities for the next year so he could get a better idea of the activities they are planning.

**Conclave 2005 — August 19-21, 2005**

The 2005 Conclave will be hosted by Half Moon Lodge at Camp Tri-Mount. Andy Czaplicki provided a presentation highlighting some of the features of the camp including its activity centers and other camp facilities. A more detailed presentation will be held at the fall Council of Chiefs meeting.

**Adviser's Minute**

Section Adviser Bob Black stressed the importance of the Lodge Assistance Program's purpose in helping lodges achieve Quality Lodge. He said, "we could visit all eight lodges each year!" Lodge leaders were encouraged to plan their activities to earn Quality Lodge throughout the entire year and not just in the final weeks of November.

Bob also stressed the importance of personal conclave promotion to all Arrowmen, as this generally is the most effective. He also encouraged lodge leaders to use their contacts at the section level who have large roles at NOAC this year to promote that.

**Motion** by Kayanernh-Kowa Lodge to close the meeting. Seconded by Onteroraus Lodge.  
The meeting closed with the Order of the Arrow Song at 1:35 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Peter Bird". The signature is written in a cursive, flowing style.

Peter Bird  
Section NE-3B Secretary