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Editor's Note:

The reader is reminded that these texts have been written a long time ago. Consequently, they may use some terms or express sentiments which were current at the time, regardless of what we may think of them at the beginning of the 21<sup>st</sup> century. For reasons of historical accuracy they have been preserved in their original form.

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## **Scout Group Ladies' Auxiliaries**

### **THE PURPOSE OF THE AUXILIARY**

One of the helpful adjuncts to a Boy Scout Group is a Ladies' Auxiliary (Scout Mothers' Auxiliary or Scout Mothers' Club), comprised of mothers of the boys, wives of Scouters and Group Committeemen and other interested parties.

The special services rendered have made a valuable contribution to the success of many Wolf Cub Packs, Scout Troops and Rover Scout Crews, and incidentally have brought to parents an understanding and appreciation of Cub, Scout and Rover Training that has helped and encouraged Scouters.

### **ORGANIZING THE AUXILIARY**

The formation of a Ladies' Auxiliary should first be considered and approved by the Group Committee in consultation with the Group Scouters. Some lady or ladies should then be asked to convene a meeting of mothers and wives of Scouters and wives of members of the Group Committee. A Scouter and the chairman of the Group Committee should attend this meeting to outline the proposal, and to indicate in just what manner such an Auxiliary can help the Group. The following reference to Ladies' Auxiliaries from P.O.R., Rule 68, should be read:

- (i) Organizations of mothers of SCOUTS and other ladies constituted under the authority of the Group Committee for the purpose of assisting Scout Groups are designated "Ladies Auxiliaries," and their members are entitled to wear the "Ladies' Auxiliary Badge." These organizations are purely auxiliary and in no way exercise the functions assigned to the Group Committee or Group Scouters.
- (ii) The raising and expenditure of money by the Ladies Auxiliary must be in accordance with the plans and policy of the Group Committee. Approval of the Group Committee must be obtained for all fund raising projects of their Ladies' Auxiliary.
- (iii) The Ladies Auxiliary will submit an annual report, including a Financial Statement to the Group Committee.

Membership in the Auxiliary may include the mother of every Cub, Scout or Rover Scout in the Group, wives of Scouters and Group Committeemen and other interested ladies. It is suggested that office in the Auxiliary be confined to mothers of boys active in the Group.

### **AUXILIARY OFFICERS**

The Executive of the Auxiliary may consist of a President, Vice-President, Secretary, Treasurer, and such committee conveners as are deemed necessary. Possibly committees might be: Membership, Sewing, Finance, Social, Visiting, Programme. It would be the duty of the Executive to plan the agenda for Auxiliary meetings and generally to supervise the affairs of the Auxiliary between regular meetings.

## **AUXILIARY MEETINGS**

### **(a) HOW OFTEN?**

Monthly meetings of the Auxiliary should be held, but frequently other meetings may be necessary if the Auxiliary is undertaking some special project for the Group. Because of the difficulty of obtaining a quorum during the summer holiday period Auxiliaries need not meet during July and August.

### **(b) HOW TO CONDUCT A MEETING**

The President of the Auxiliary should preside at all meetings and in her absence the Vice-President assumes the duties of the President. Meetings should be conducted according to rules of procedure.

### **(c) BUSINESS AGENDA**

A suggested agenda for an Auxiliary meeting is as follows:

1. Opening Ceremony: O Canada, Scout Silence, Mothers Promise (see page 8), Silent Prayer, or any form approved by the Auxiliary.
2. Minutes of the previous meeting.
3. Business arising from the minutes.
4. Correspondence, and business arising from it.
5. Treasurer's Report.
6. Committee Conveners' Reports.
7. New Business.
8. Programme.
9. Notice of Coming Events.
10. Collection, or receiving of dues.
11. Adjournment.

### **(d) PROGRAMME**

An effort should be made to have something related to Scouting on each agenda. This might take the form of a talk by one of the Scouters on some phase of Cubbing, Scouting or Rovering; or by a member of the Group Committee; or by the Chaplain on the religious aspects of Scouting, or it might be a film on some phase of Scouting technique, or of the international scope of Scouting as illustrated by the World Jamboree. The meeting might close with the National Anthem, Scout Benediction (see page 8), or some ceremony devised by the Auxiliary, and be followed by a social half hour under the direction of the Social Convener and her committee.

## **ELECTION OF OFFICERS**

There are two accepted methods of electing officers. One is by open nominating by the meeting, either at a meeting of the Auxiliary or by mail. The other is the appointment by the President, on the advice of her Executive, of a Nominating Committee which would bring in a slate of officers upon which the members would vote.

In nominating officers it is well to be sure of the acceptance of the nominees before presenting the names to the meeting. Annual meetings and election of offices are usually held in December, thus the Nominating Committee would be named at the November meeting, and would have a full month to give adequate consideration to their very important task.

## **DUTIES OF OFFICERS**

### **(a) THE PRESIDENT**

The President shall preside at all meetings of the Auxiliary and its Executive Committee. Unless another member is appointed the President should act as the liaison officer between the Auxiliary and the Group Committee and the units of the Group. Upon the tact and diplomacy of the President will depend, to a large extent, the successful operation of the Auxiliary.

### **(b) THE VICE-PRESIDENT**

The function of the Vice-President is to assist the President in the performance of her duties, and to assume the office and duties of the President in the latter's absence or inability to carry on.

### **(c) THE SECRETARY**

The duty of the Secretary is to keep a record of the minutes of all regular and Executive Committee meetings; keep the minute book of the Auxiliary and read the minutes of each meeting; receive and read the correspondence of the Auxiliary and write such letters and replies as instructed by the Auxiliary or the Executive; keep the general records of the Auxiliary, together with an inventory of Auxiliary property; prepare an annual report for presentation through the Group Committee to the sponsoring body (church, school, Home and School Assn., etc.) and prepare a yearly report to be read at the annual meeting of the Auxiliary.

### **(d) THE TREASURER**

The Treasurer shall keep an accurate record of all money belonging to the Auxiliary. It is her duty to open a bank account in the name of the Auxiliary, and she with one other officer of the Auxiliary is usually given the signing power on behalf of the Auxiliary. The Treasurer should be careful to secure receipts for all expenditures and be prepared to give receipts for donations other than regular dues. This would include receipts to any Committee which undertook a money-raising project and turned the money over to the Treasurer.

The Treasurer should prepare a financial statement to be presented at the regular monthly meeting of the Auxiliary. The annual statement of the Treasurer should be audited by at least two auditors, appointed by the President who may or may not be members of the Auxiliary, and a copy of the statement provided for the information of the Group Committee.

(e) COMMITTEE CONVENERS

The convener of a committee shall, unless a nominating committee does so, name the members of her committee, and shall generally preside over the activities. She shall be prepared to present a report of her committee's activities at each meeting of the Auxiliary, or when otherwise called upon by the President.

(f) THE COMMITTEES

**MEMBERSHIP** — The Membership Committee should be entrusted with the task of securing as members, as many mothers, wives of Scouters and Committeemen, and other interested ladies as possible.

**SEWING** — This committee would undertake any sewing project such as making neckerchiefs, flags, camping equipment, etc. It should not however, undertake those things which the boys should be prepared to make themselves.

**FINANCE** — This committee should recommend ways and means of financing the Auxiliary by the payment of individual membership fees, and by other means the Committee deems wise, always keeping in mind the provisions laid down in Rules 15-16, P.O.R. for Canada.

**SOCIAL** — The Social Committee would be responsible for arranging and carrying out the social part of the Auxiliary's meetings, and if asked the handling of such Group events as the annual Father and Son, Mother and Son or other banquet, refreshments for special nights and other Group events.

**VISITING** — An effort should be made by this Committee to visit any Cub, Scout, Rover Scout or Scouter who is ill at home or in hospital, and likewise to visit members of the Auxiliary who are sick.

**PROGRAMME** — It shall be the duty of the Programme Committee to arrange the details of the programme section of regular meetings, providing speakers, films or displays by Cubs, Scouts or Rover Scouts in consultation with the Scouters concerned.

**AUXILIARY RELATIONSHIPS**

(a) TO THE LEADER

The Auxiliary exists to help the leader in his work but should not undertake any assistance without the expressed request of the Scouters.

(b) TO THE GROUP COMMITTEE

As clearly stated in P.O.R. Rule 68, the Ladies Auxiliary is an auxiliary organization and in no way exercises the functions allotted to the Group Committee or Scouters. There should be close co-operation between the Auxiliary and the Group Committee and if deemed wise, the Group Committee may ask for the appointment of a member of the Auxiliary to attend Group Committee meetings ex-officio, so that there will be unity of effort, good spirit and continuity in the work of both organizations.

(c) TO THE BOYS

The Auxiliary's relationship to the boys of the Group is one of motherly interest and co-operation.

(d) TO THE DISTRICT COUNCIL

The Auxiliary is related to the District Council through its Group Committee, and any communications between the Auxiliary and the District Council should be made through the Committee.

**IN LARGER CENTRES**

In larger centres of population it may be found advantageous to have a District Ladies' Auxiliary Executive to correlate the Auxiliary activities in any district event where their services might be required. It must, however, always be borne in mind that the Auxiliary is primarily and essentially an auxiliary to the Group. But if wider co-operation is needed, the Executive could be organized on the basis of equal representation from all Auxiliaries in the District. In smaller districts each Auxiliary could be represented by two delegates, and in larger districts by one, to avoid the possibility of the Executive becoming cumbersome.

**SOME THINGS AUXILIARIES CAN DO**

Help with refreshments on various Pack and Troop occasions such as fall re-openings, Hallowe'en, parents' nights, sleigh drives, the annual banquet, etc.

Help prepare for entertainments by assisting in coaching, by making costumes, by helping the boys with make-up.

Help raise funds for Pack and Troop Flags, for Pack Totem Pole, for camp equipment, for a library shelf of Cubbing and Scouting textbooks.

Make signalling flags, Pack and Troop neckerchiefs, first aid bandages.

Launder and repair outgrown uniforms for boys of limited means.

Instruct Scouts in their cooking tests.

See that sick Scouts are looked after, and remembered with flowers, fruit, reading material, etc.

Occasionally look in on Pack and Troop meetings on arrangement with the Cubmaster or Scoutmaster.

Help Scouters to prepare menus for camp.

If possible visit the summer Cub or Scout camps on visitors' day.

Help with cooking at Wolf Cub camps, and Pack holidays.

Visit mothers of new boys in the Pack or Troop and invite them to Auxiliary meetings.

Suggest to mothers of new Cubs and Scouts that they can help:

By encouraging their sons to attend meetings regularly, on time and in proper and neat uniforms.

By interesting themselves in their boys' progress in test and proficiency badge work, and by being present at meetings when badges are presented.

By following the Cub and Scout news in the local newspapers.

By occasionally entertaining the son's Cub or Scout friends; perhaps his Six or Patrol.

### **FUND RAISING HINTS**

Useful means of raising funds have been found to include: home cooking sales, candy sales (incidental to Cub or Scout displays and entertainments), bazaars, rummage sales, garden parties, lectures, concerts, etc. In connection with money raising projects the following provisions of P.O.R. for Canada must be observed.

#### **Rule 17**

- (i) The spirit of the Movement is that as far as possible funds required for SCOUT purposes should be earned and not solicited.

#### **Rule 16**

- (iii) Funds raised for SCOUT purposes must not be diverted to other uses.

Members of the Association, acting as such, must not countenance, or be concerned in any public method of raising money which is in any way contrary to the law of the land, or likely to encourage SCOUTS in the practice of gambling. Scouts must not take part in raffles or similar activities.

## **SUGGESTIONS**

### **SCOUT MOTHER'S PROMISE**

On my honour as a Mother of a Scout, I promise to help my boy to keep the Scout Law and assist him to live up to his Promise.

### **SCOUT BENEDICTION**

May the Great Master of all good Scouts be with us until we meet again.

**SOME USEFUL BOOKS**

(See Stores Dept. Catalogue.)

Scouting for Boys.

The Wolf Cub Handbook

Rovering to Success.

Policy, Organization and Rules.

Prayers for the Brotherhood of Scouts.

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**FREE PAMPHLETS**

(From Provincial Headquarters)

Here's How for the Group Committee.

The Life of Lord Baden-Powell.

Scout Group Sponsors.