



Delegate Guide

ORIENTATION & REFERENCE GUIDE



Dear Volunteer,

Congratulations on your election as a Council Delegate!

You are elected to represent the membership within your service unit and to assume the responsibility of giving strategy and policy direction for Girl Scouting within the jurisdiction of Girl Scouts of NYPENN Pathways.

Council Delegates have very important responsibilities. Delegates participate in meetings, engage in discussions on major issues, interact with service unit members and gather input that influences policy. Delegates also attend the Annual Meeting to review financial reports, vote on Board of Director candidates and give broad, general direction to the Board of Directors as it strives to make the most appropriate policy decisions.

This guide is designed to inform you of your privileges and obligations as Council Delegate.

Thanks in advance for your service.

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The Girl Scout Promise, Law, Mission and GSNYPENN Vision

The Girl Scout Promise

On my honor, I will try:

To serve God* and my country,
To help people at all times,
Angel to live by the Girl Scout Law.

(*Girl Scouts makes no attempt to define or interpret the word “God” in the Girl Scout Promise. We look to individual members to establish for themselves the nature of their spiritual beliefs. When making the Girl Scout Promise, individuals may substitute wording appropriate to their own spiritual beliefs for the word “God.”)

The Girl Scout Law

I will do my best to be

Honest and fair,
Friendly and helpful,
Considerate and caring,
Courageous and strong,
And responsible for what I say and do,

And to

Respect myself and others,
Respect authority,
Use resources wisely,
Make the world a better place
And be a sister to every Girl Scout.

The Girl Scout Mission Statement

Girl Scouting builds girls of courage, confidence, and character, who make the world a better place.

GNYPENN Vision Statement

To be the premier leadership experience for girls.

Accountability: We are responsible for our actions, our work and our relationships

Teamwork: We are most effective when we bring all of our talents, thoughts and ideas together.

Commitment to Excellence: We expect and provide the best for our Council

Integrity: We act with honesty, communicate openly and maintain high moral standards.

Girl Centered: We are committed to girls in heart and mind.

Council Delegate/Alternate Position

A Council Delegate (delegate) is a corporate member of the Girl Scouts of NYPENN Pathways and provides valuable guidance to the Board of Directors in its governance of the Council. Council Delegates are accountable to the Board of Directors through the Service Unit that elected them.

Each Service Unit shall be entitled to elect one (1) delegate with an additional one (1) delegate per 150 girls registered in the area served by the Service Unit as of September 30 of the previous membership year. Each Service Unit may elect one alternate as there are delegates. Terms of office shall begin on January 1st. The election of council delegates and alternates by the Service Unit must occur between October 1st and December 31st. Council delegates and alternates shall serve for a term of one (1) year and until their successors are elected and qualified, or until resignation, removal or death.

Duties and Responsibilities:

- Gather membership feedback on critical policy and governing issues.
- Interpret, support, and convey all council policies, goals and objectives, and fundraising efforts.
- Attend the GSNYPENN Annual Meeting to:
 - Elect the officers of the Corporation (other than the Chief Executive Office), members-at-large of the Board of Directors, the members of the Board Development Committee, and delegates and alternates to the National Council of the GSUSA
 - Vote on any proposed amendments to the Corporation bylaws
 - Provide input on key issues affecting the Council and the Girl Scout Movement
 - Consider any other business appropriate to come before the Corporation
- Attend Service Unit meetings to promote two-way dialogue with the Service Units and the Board
- Promote community visibility by:
 - Serving as a liaison between the Board of Directors and the community
 - Identifying and communicating community needs to the Board of Directors and
 - Interpreting the Board of Directors' works to the community

Qualifications to serve as a Council Delegate or Alternate:

- Be a registered member of GSUSA and all required GSNYPENN background checks on file
- Be in good standing with Girl Scouts of NYPENN prior to election and throughout the term of service
- Be at least 14 years of age by January 1st of current membership year
- Accept the principles and beliefs of Girl Scouting, and support local and national Girl Scout policies, practices, and procedures
- Support Council goals or committees that help set the strategic direction of the council
- Be able and willing to devote the time necessary to fulfill the duties of the position effectively
- Signed the GSNYPENN social media policy on file

Core Competencies (Required):

- Girl Focus: Empower girls to lead activities, learn by doing, and cooperate with other on current issues that involve their interests and needs, while having fun
- Personal Integrity: Demonstrate dependability, honesty, and credibility
- Adaptability: Adjust, modify own behavior, and remain flexible and tolerant in response to changing situations and environments
- Oral Communication: Express ideas and facts clearly and accurately
- Fostering Diversity: Understand and embrace differences

Delegate Selections

Delegate selection will be elected according to the following procedure (GSNYPENN Bylaws Article III, Section 3)

1. The number of Delegates and Alternates to which each service unit is entitled shall be based on the number of girls in the service unit as of September 30 of each calendar year and each service unit shall be entitled to at least one (1) Delegate.
 - ✓ A service unit with a girl membership of 1 to 150 will elect 1 Delegate.
 - ✓ A service unit with a girl membership of 151 to 300 will elect 2 Delegates.
 - ✓ A service unit with a girl membership of 301 to 450 will elect 3 Delegates.
 - ✓ A service unit with a girl membership of 451 will elect 1 Delegate for every 150 registered girls.
2. Delegate elections should occur between October 1 and December 31 each year (GSNYPENN Bylaws, Article III, Section 3, B.).
3. Delegate elections can be submitted on the GSNYPENN Board of Directors portion of the website: www.gsnypenn.org/board.

Understanding of Inclusiveness

Girl Scouting provides opportunities and resources to prepare girls to seek and meet the challenges of an ever changing society. As we participate in the Girl Scout program we welcome, embrace, appreciate and live our values with others.

As a member of Girl Scouts of NYPENN Pathways I am committed to the following principles and will practice them at all times. I will also welcome feedback from my peers as I learn about the variety of backgrounds in my community.

I will:

Welcome

1. Seek out girls and adults from a variety of backgrounds* and welcome them into my troop/group/activity/pathway.
2. Honor both similarities and differences by including girls and adults in Girl Scouting who bring with them a variety of backgrounds.
3. Strive to get to know, beyond a surface level, girls and adults from a variety of backgrounds, interests, talents and skills.

Embrace

4. Encourage and participate in dialogue with fellow Girl Scouts that embraces the variety of ideas and opinions, making Girl Scouting a great place to prepare to meet the challenges of an ever-changing society
5. Seek out and include opinions and information from as many sources and perspectives as possible when planning and making decisions that affect my troop/group/activity/pathway
6. Make sure that Girl Scouting is welcoming for girls by including a variety of options in planning and implementing programs and activities.

Appreciate

7. Take advantage of opportunities to step outside of my own culture to experience, learn about and appreciate the world around me.
8. As a result of stepping outside of my own culture, identify and practice behaviors that are respectful of all people.

Live our values

9. Think about how I use my personal resources (time, money, talents) and seek to share my resources in situations and places where the values of including and respecting others are welcomed.
10. Make sure that our communications (newsletters, announcements and other written materials) reflect the diversity of our troop/group/activity/pathway and are respectful of all people.

*Each background is unique combination of race, ethnicity, sexual orientation, gender, social-economic status, age, geographic origin, size, physical and mental ability, family, religion, opinions, talents, skills, experience, education, profession, interests, personality, and hobbies.

Board of Directors Member Position Description

Although board members are elected as individuals by the corporate membership, the Board of Directors functions as one body in exercising its governance responsibilities, deliberating and making policy level decisions.

Governance Responsibilities

Set Strategic Direction

- Work with the board chair and CEO in the development of strategic direction and vision for the council
- Sustain an organization-wide view in determining present and future needs of the organization and the means for meeting those needs
- Ensure and maintain an understanding of demographic, cultural, social and economic trends and their implications for Girl Scouting
- Apply Girl Scout values and principles in work as a member of board as it upholds and advances the Girl Scout mission
- Delegate authority for strategy implementation and management to the CEO

Ensure Necessary Resources

- Provide overall leadership and guidance in the development of the financial resources of the organization
- Develop policies related to the generation of financial resources
- Ensure that fiscal and human resources exist to carry out the work of the council
- Ensure that the council is positioned in the community to achieve the maximum benefit for all girls

Provide Oversight

- Establish policies to protect assets and ensure all legal and ethical accountabilities are met
- Monitor progress toward strategic priorities, organizational performance and evaluate outcomes
- Adopt and keep current policies and guidelines that acquisitions and allocation of resources to support the organizational priorities including but not limited to adopting budget, monitoring investments and approving banking arrangements
- Establish fund development policies compatible with principles of Girl Scouting
- Approve and support the plans for funding council's strategic priorities
- Ensure all governance documents are updated and maintained appropriately
- Select, appoint and evaluate the performance of the CEO against strategic priorities
- Ensure that an appropriate compensation philosophy and process exists
- Ensure compliance with the Girl Scouts of USA charter requirements

Board Performance

- Actively engage in the work of the board
- Work in collaboration with the Board Chair and Board Development Chair to regularly assess and evaluate board's own performance

Decision Influencing

- Ensure an affective decision-influencing system that allows for all voices and access to board members and includes ongoing communication with the membership
- Build trust and involve a wider group of constituents in decision-influencing as appropriate

Individual Support Responsibilities

- Register as a member of the Girl Scout movement
- Attend board and committee meetings; carry out assignments and prepare for active participation
- Maintain the confidentiality of board work until such time as it is released for general information
- Support and interpret board actions as necessary
- Participate in annual meetings as members of the corporate body
- Support the work of the Board Development Committee by identifying talent for the Board
- Commit to making an appropriate personal gift in support of Girls Scouts. Make Girl Scouts a top funding priority
- Embrace a culture of philanthropy and promote philanthropic values by the identification, cultivation, solicitation and stewardship of donors
- Understand, accept and interpret the philosophy and purpose of Girl Scouting
- Develop and maintain a culture of transparency
- Promote accessibility to Girl Scouting for all girls in the council's jurisdiction, promote diversity and ensure pluralism
- Represent the corporation within the council's jurisdiction at meetings and other events by interpreting the Girl Scout mission, philosophy, values and brand
- Provide a positive image of the council as a representative of the corporation
- Understand board governance, fiduciary and legal responsibilities

Ideal Characteristics

- The model candidate will have a proven reputation based upon business acumen in their field
- Prior board experience is desirable, but not required
- Passion and affinity for Girl Scouts mission and purpose
- Highest standards of personal and professional integrity and ethics, commitment to a culture of transparency and open communication at the board level and throughout the organization
- Ability to evaluate strategy, acquisitions, business plans, financial issues and people in a constructive manner with a commitment to building long term stakeholder value
- Dedicated to accountability and continuous improvement with a belief in innovation as a key success factor
- Ability to provide informed and thoughtful counsel to the board and CEO
- Excellent listening skills. Values team and board performance over individual performance
- Commitment to active engagement and the time to carry out responsibilities of a board member

Elected by: Council Corporate Membership

Length of Term: 2 years

Girl Scout Council Structure

The structure of a Girl Scout Council may be divided into three broad areas, all related to policy:

- Policy making
- Policy influencing
- Policy implementing

A policy is an established, binding course of action to be followed and is the guiding principle of council operations.

In Girl Scouting, policies are established by GSUSA (Refer to *Blue Book of Basic Documents*).

A policy defines any of the following:

- What shall be done
- What purpose shall be followed
- What financial procedures shall operate
- What personnel practices shall be implemented
- What course of action shall be taken

POLICY MAKING

The **Policy making** responsibility rests solely with the Board of Directors, under the direction of the Chair. **ONLY THE BOARD CAN CHANGE POLICY OR VOTE EXCEPTIONS.**

POLICY INFLUENCING

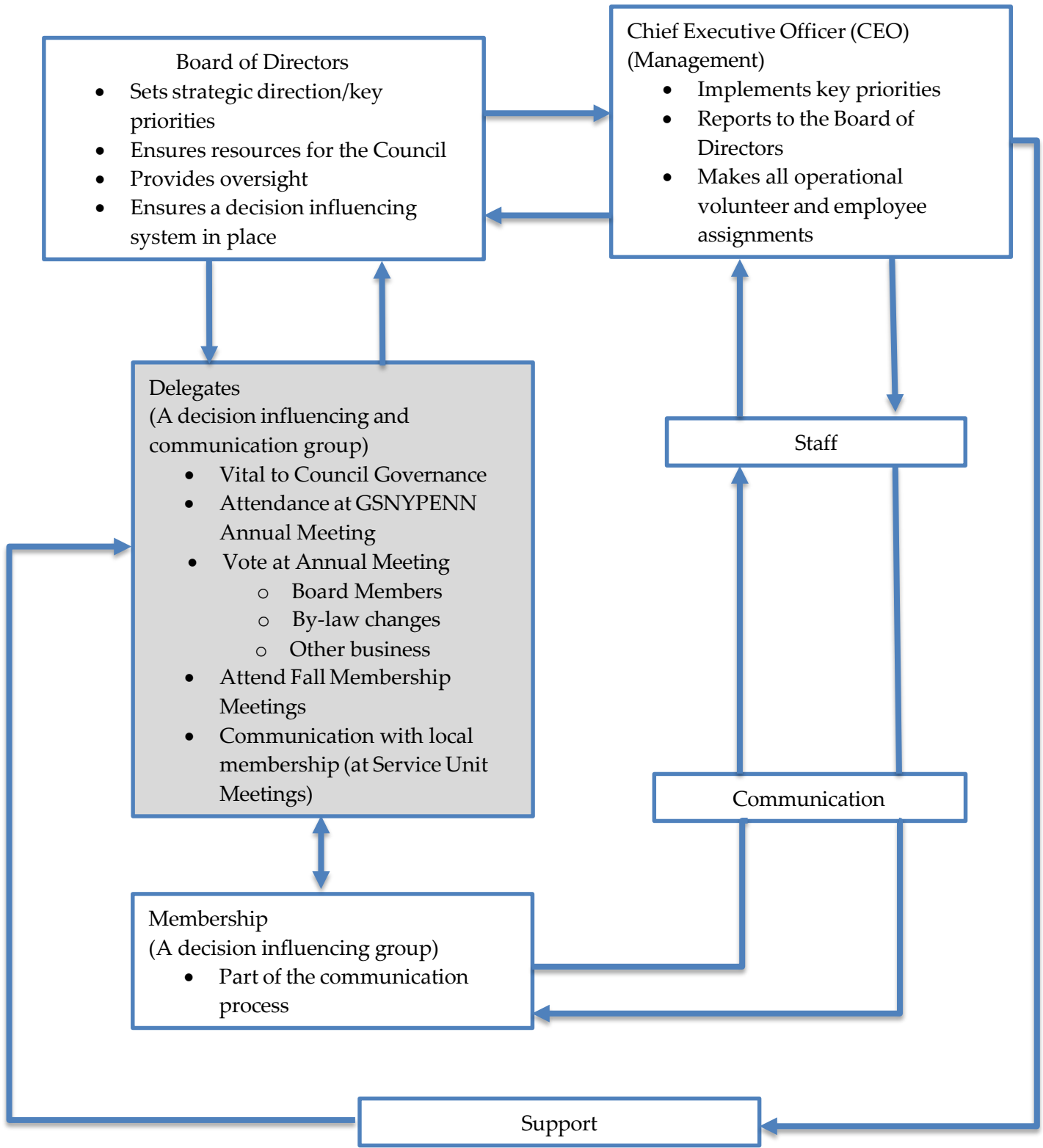
The **Policy influencing** responsibility is shared by the following:

- Council Delegates
- Board Development Committee
- Board Committees & Task Groups

POLICY IMPLEMENTING

The **Policy implementing** responsibility is shared by both volunteers and employed staff who perform the day-to-day work of the Council, under the direction of the Chief Executive Officer, toward achieving the Council's goals and objectives. The Chief Executive Officer is accountable to the Board of Directors for administering the total operation.

GSNYPENN Governance/Management Flow Chart



Roles and Responsibilities in Governance & Management

- Governance and policy decisions are the responsibility of the Board of Directors.
- Management and operational decisions are the responsibility of the Chief Executive Officer.
- The chart below gives specific examples of governance and management responsibilities.

Responsibility	Stakeholder				
	Delegates	Girl Scout Members (Operational Volunteers)	Board of Directors	Chief Executive Officer (CEO)	Operational Staff
Adopts policies that govern all GSNYPENN activities	Input	Input	Decision	Implements	Supports
Develops operating procedures	Input	Input	Input	Decision	Develops
Selects and appoints the CEO			Decision		Input
Hires the staff				Decision	Supports
Formulates GSNYPENN strategic goals			Decision	Input	Input
Creates annual operating goals that align with the strategic plan			Input	Decision	Develops/Supports
Develops the annual operating budget			Input	Develops/ Implements	Develops/ Implements
Adopts the annual operating budget			Decision	Implements	Supports
Plans a fund development campaign			Input/Decision	Develops/ Implements	Supports
Adopts council bylaws	Decision	Input to Delegates	Decision	Implements	Supports
Suggests changes to bylaws	Proposes	Input to Delegates	Decision to add to Annual Meeting	Input	Input
Submits proposals to change policy and bylaws	Responsible	Input to Delegates	Input	Input	Input
Acquires or divests of property	Input	Input	Decision	Supports	Supports
Elects officers, board members, and National Council Delegates	Decision	Input to Delegates	Decision	Supports	Supports

Major Functions of the Board of Directors

Fulfilling Charter Obligations and Corporate Responsibilities

The Board is responsible for the Council to meet charter obligations. In addition, state law provides for certain powers that are outlined in the Council's articles of incorporation and bylaws. Amending the bylaws can only be done by action of the delegates. The Board is responsible for initiating the necessary action for revision. The Board must also be familiar with federal and state legislation and regulations affecting not-for-profit organizations.

Policymaking

It is the responsibility of the Board of Directors to establish policies that are consistent with policies of GSUSA and to make the policy-level decisions that govern all of the activities of GSNYPENN. Through Board Committees, the Board hears diverse views before acting on a matter that will have significant impact.

Selection & Performance Evaluation of the CEO

The search process and hiring/evaluation of the Chief Executive Officer are arguably the most important decisions a Board is called upon to make. An evaluation of the Chief Executive Officer is conducted annually and is based on agreed-upon personal performance goals that support the council's corporate goals.

Strategic Planning

The strategic planning process establishes corporate goals that give direction to a long-term integrated strategy for the acquisition, development and disposition of critical resources (human, fiscal and property) and to the development of annual operating objectives and budgets that support corporate goals.

Fund Development

Fund development is the ongoing process of generating public support and enables board members to fulfill their responsibility for securing adequate funding for Girl Scouts within the council jurisdiction.

Fiduciary Oversight

It is the Board's responsibility to maintain the fiscal assets of the organization in such a way as to be able to sustain and grow Girl Scouting throughout the jurisdiction. This is done in a variety of ways including providing adequate insurance, dependable outside legal counsel, a qualified accounting firm to perform an annual audit, approving an annual operating budget, guidelines for accepting all gifts including cash and non-cash contributions and investment policies.

Interaction with the Community

Board members can help create broader awareness of the relevance and quality of the Girl Scout program through their own participation in community networks.

Oversight of the Management Function

The Chief Executive Officer manages the day-to-day work of the Council, making all operational decisions, including the appointment and release of operational volunteers and employed staff. One important way in which the Board monitors the work of the Chief Executive Officer is by reviewing regular financial and management reports.

Sample Proposal



SAMPLE PROPOSAL

Service Unit Number: 123

WE PROPOSE THAT:

Girl Scout cookies are sold in the fall.

REASON(S) FOR THE PROPOSAL:

Would make it easier for troops, as cookies now are sold in the winter.

ADDITIONAL INFORMATION:

Super Girl Scout Leader

10/1/2018

Name of Service Unit Lead

Date of Service Unit Meeting

Sally Troop Leader

Phone#: 555-555-5555

Name of Resource Person for the Proposal at Annual Meeting

Email: _____

E-mail, with the subject line, **Member Proposal** to boardofdirectors@gsnypenn.org

SUBMISSION DEADLINE:
Submitted in writing by December 31st

Annual Meeting of the Council

Date: May 4, 2024

Time: 8:00 a.m. to 3:30 p.m.

Location: Camp Hoover, Tully, NY

Notice of time, place and purpose of the meeting together with the slate of nominees for all offices or positions to be filled is sent to each voting member according to the current Bylaws. (Girl Scouts of NYPENN Pathways Bylaws Article VIII, Section 1, B.).

A quorum is a majority of the total voting members of the corporation determined by January 15th present in person or via telecommunications for the transaction of business, provided that a majority of the delegates are from the Service Units (Girl Scouts of NYPENN Pathways Bylaws Article VIII, Section 1, D.).

The flow of legal authority for the Annual Meeting is federal and state law and GSNYPENN Bylaws. The parliamentary authority shall be Robert's Rules of Order Newly Revised. After Robert's Rules if a registered parliamentarian is retained by the Council, s/he will assist the presiding officer of the meeting to ensure that discussion and debate are conducted in manner which is orderly and fair for all concerned.

The Voting Members of the Council are as follows:

- Delegates selected by each Service Unit
- Members of the Board of Directors
- Members of the Board Development Committee who are not otherwise members of the Board of Directors
- National Council Delegates who are not otherwise members of the Board of Directors

Visitors

Any registered member of Girl Scouts of NYPENN Pathways is welcome to attend the Annual Meeting.

Annual Business Meeting

The Bylaws of Girl Scouts of NYPENN Pathways (Article VIII, Section 1, C) specify the following items of business that shall be conducted at the Annual Meeting:

- Elect the officers of the council
- Elect the members at large of the Board of Directors
- Elect members of the Board Development Committee
- Elect the Delegates (and alternates) to the national Council meeting of GSUSA every three years
- Consider and vote on any proposed amendments to the Corporation bylaws
- Provide input on key policy issues affecting the corporation and the movement
- Consider any other business appropriate to come before the Corporation in accordance with the process established by the Board of Directors

Voting Procedures and Elections

- Each member of the Corporation shall be entitled to one (1) vote
- No member shall vote in more than one capacity
- Unless otherwise designated by statute, the Articles of Incorporation or the Council Bylaws, all matters shall be determined by majority vote
- Voting occurs through one of the two methods, in person or via proxy (Article VII, Section 1, B.)

The Board Development Committee shall present a single slate of nominees. Nominations may be made from the floor following the procedures outlined in the Council Bylaws.

Parliamentary Reference at a Glance

QUORUM: A quorum is the minimum number of members who must be present at a meeting for business to be legally transacted.

PARLIAMENTARY PROCEDURE: The parliamentary rules followed by Girl Scouts of NYPENN Pathways are Robert’s Rules of Order Newly Revised.

PARLIAMENTARY REFERENCE AT A GLANCE:

To do This	You Say This	May You Interrupt Speaker?	Must You be Seconded?	Is This Motion Debatable?	What Vote is Required?
Obtain the floor	“Madame President”	No	No	No	No Vote
Make a main motion	“I move to/that (state what you want to do)”	No	Yes	Yes	Majority
Second a motion (not needed if motion comes from committee)	“I second the motion”	No	No	NO	No Vote
Amend a motion	“I move to amend the motion by (inserting, add, striking, or striking and inserting)”	No	Yes	Yes	Majority
“Nominate from the floor”	“I nominate (person’s name)”	No	Yes	Yes	Majority
“Withdraw motion/nominee”	“I ask permission to withdraw the motion”	No	No	NO	Majority
Have something studied further	“I move to refer the question to (state time) name the committee/person to study it.	No	Yes	Yes	Majority
Limit or extend limits of debate	“I move to limit debate to (state unit of time or number of speakers)	No	Yes	No	2/3 Vote
*Close debate	“I move the previous question”	No	Yes	No	2/3 Vote
*Postpone consideration of something	“I move to postpone the question to (state time)”	No	Yes	Yes	Majority
*Suspend further consideration of something	“I move to table the motion”	No	Yes	No	Majority
*Postpone indefinitely	“I move that the question be postponed indefinitely”	No	Yes	Yes	Majority
*Take up a matter previously tabled	“I move to take from the table”	No	Yes	No	Majority
*Reconsider something already voted on	“I move to reconsider the vote on (state the motion on which the vote was	No	Yes	Yes	Majority

	taken)”				
*Consider something out of its scheduled order	“I move to suspend the rules and consider....”	No	Yes	No	2/3 Vote
Parliamentary inquiry	“I rise to a parliamentary inquiry”	Yes	No	NO	Majority
*Object to a procedure or a personal affront	“Point of Order”	Yes	No	No	No Vote
*Ask for a vote by actual count to verify a voice vote or inclusive show of hands	“I call for a division of the house”	No	No	No	No Vote
*Request information not related to parliamentary procedure about pending business	“Point of Information”	Yes	No	No	No Vote
*Appeal the chair’s ruling	“I appeal the chair’s decision”	Yes	Yes	Yes	Majority
*Recess the meeting	“I move the meeting be recessed until....”	No	Yes	Yes	Majority
*Adjourn the meeting	“I move the meeting be adjourned”	No	Yes	No	Majority

*not amendable

Check Your Knowledge

Directions: Match the correct term with the definition. (Some answers may be used more than once)

A.	Delegate	H.	Governance
B.	Decision Making Group	I.	Decision Influencing
C.	Council Charter	J.	Bylaws
D.	Policy	K.	Conflict of Interest
E.	Board of Directors	L.	Democratic Process
F.	Quorum	M.	Single Slate
G.	Annual Meeting	N.	Parliamentary Procedure

	The rules and regulations made by a corporation to manage its affairs and to define the rights and obligations of its members, directors, and officers in the corporation and among themselves.
	The process by which adult members in a council are able to make their feelings known and to influence decisions made by the Board of Directors
	Carries out the duties as specified in the Council Bylaws related to decision influencing volunteers and is directly accountable to the Board of Directors
	An established course of action which must be followed
	In governance positions, the group of people known as the Board of Directors who are responsible for making policy and financial decisions
	Experience has shown that using this nominating method results in a balanced slate, making maximum use to the talents of prospective candidates who otherwise would have to compete against one another, resulting in a loss of valuable talent.
	The number of eligible people required before a vote may be taken
	Any situation where a decision made by an individual board member in an official capacity is likely to bring person benefit.
	This group is elected by the corporate membership body and is accountable to the membership for managing the business and corporate affairs of the council; the National Board of Directors of GSUSA for compliance with charter requirements; the state in which the council is incorporated for adhering to the state corporate laws; and the federal government in matters of legislation affecting nonprofit corporations.
	The various means or avenues through which the membership can influence decisions and activities in matters of governance or management and have access to those responsible for decision-making at the individual, troop/group, service unit, council or national level.
	A credential issued by the National Board of Directors of GSUSA to a group of persons granting it the right to develop, manage, and maintain Girl Scouting in a specific area, and to call itself a Girl Scout Council
	Event held in the spring at such a time and place as may be determined by the Board of Directors. Notice of the time, place and purpose of the meeting, together with the slate of nominees for all offices or positions to be filled pursuant to the bylaws, shall be mailed to each member of the council not less than 30 days before the date of the meeting.
	Beyond the Articles of Incorporation and Bylaws, a system that is in place to ensure the rights of all members in meeting assembled to deliberate and arrive at a general will.
	The establishment of policy and the decision on or resolution of any major issue affecting the Council.

Glossary of Terms

Alternate Delegate: An Alternate Delegate is a member who has been elected through her/his Service Unit. This person is prepared to serve as a Delegate if the elected Delegate cannot continue her/his duties during their term. In addition, the Alternate may vote at the GSNYPENN Annual Meeting if the elected Delegate is unable to be present. The Alternate Delegate shall be able to perform the duties as specified in this document.

Annual Meeting of the Corporation: The required meeting held each year to elect Council officers, directors-at-large, members of the Board Development Committee and National Council Session Delegates and for the Board to present stewardship and financial reports to the membership.

Board of Directors: The ultimate governing body of the Council which is comprised of the elected voting members – Board Chair, Officers, members at large and the Chair of the Board Development Committee; and the Chief Executive Officer (CEO), an ex officio non-voting officer.

Board Committee: A group of persons appointed by the Board of Directors to accomplish a specific piece of work.

Bylaws: A blueprint or the rules of how the corporation functions.

Chair of the Board: The chief volunteer position elected by the Corporation to preside over the Board of Directors.

Chief Executive Officer (CEO): The chief staff position hired to manage the operations of the Council and report to the Board of Directors.

Board Development Committee: The committee elected by the Corporation whose responsibility is to recruit candidates and prepare and present slates of nominees for election by the Corporation.

Delegate: A member of the council who is 14 years of age or older, who has been elected through her/his Service unit. The Delegate is entitled to vote at the GSNYPENN Annual Meeting and shall be able to perform all the duties as specified in this document.

GSNYPENN: Girl Scouts of NYPENN Pathways, referred to as the Council.

GSUSA: Girl Scouts of the United States

Member: A member is a registered member of Girl Scouts of the USA and Girl Scouts of NYPENN Pathways

Members of the Corporation: A group made up of elected Delegates, elected Girl Delegates, National Council Delegates, the Board of Directors and the members of the Board Development Committee.

Delegates elected from this Council for a term of three years to attend the meetings of the National Council Session of GSUSA. The Session meets every three years.

Operating Procedure: An established course of action for managing council operations.

Policy: An established, binding course of action to be followed and the guiding principle of council operations.

Policy Influencing: The capacity to affect the determination of a definite course of action.

Policy Implementing: Operational carrying out of determined courses of action.

Policy Making: The establishing of a definite, binding course of action by the Board of Directors.

Program: A leadership experience providing activities based on the interests and needs of girls that will help them to discover themselves, connect with others and take action to make the world a better place.

Robert's Rules of Order: Parliamentary procedures that are accepted methods of conducting business in an orderly fashion.

Service Unit: A geographic service delivery subdivision within the Council.

Task Group: A group established by the Board of Directors, which has the charge to study a particular subject in a specific amount of time and make recommendations to the Board of Directors.

Appendix

[Council Fact Sheet and Map](#)

[Council Bylaws – updated 5/2018](#)

National Delegate Application – applications will open after May 4, 2024

[Proposal Form](#)

[Compliments, Comments & Concerns](#)

[GSUSA Bluebook](#)



MEMBER PROPOSAL

Service Unit Number: _____

WE PROPOSE THAT:

REASON(S) FOR THE PROPOSAL:

ADDITIONAL INFORMATION:

Name of Service Unit Lead

Date of Service Unit Meeting

Phone#:

Name of Resource Person for the Proposal at Annual Meeting

Email: _____

E-mail, with the subject line, **Member Proposal**, to boardofdirectors@gsnypenn.org

SUBMISSION DEADLINE:

Submitted in writing by December 31st

If additional space is needed, please attach a separate page.



Compliments, Comments & Concerns

Working together means communicating, and willing to be a part of the solution. Please feel free to complete this form so that we can work together to prove the BEST program for the GIRLS.

Item of Interest:

Thoughts and Concerns:

Name: _____
Address: _____
Phone #: _____
Email: _____
Service Unit: _____ Troop: _____

Please submit to boardofdirectors@gsnypenn.org

Or drop off at/mail to GSNYPENN, Attn: Board of Directors, 960 James St., Fl. 2, Syracuse NY 13203

Office Use Only

Date Submitted: _____ Tracking #: _____ Follow-Up Date: _____

Board Chair _____ CEO _____ Person Handling _____

Action Taken:

Date: _____