

THE SECTION C-5A CONCLAVE



September 9-11, 2011
Camp Cornhusker
Humboldt, NE

Golden Sun Lodge,
Cornhusker Council, B.S.A.

1. Theme

“Taking it Back Home”

2. Conclave Patch

COC, guests and VIA's will have gold border

Staff will have black border

Contingent will have blue border

3. Location

Camp Cornhusker

63375 703 Tr.

Dubois, NE 68345-5032

(See page 8 for map, 11 miles south of Humboldt or 8 miles east of Dubois)

Camp Cornhusker has been Cornhusker Council's resident Boy Scout camp since 1957.

4. Service Lodge Responsibilities

Golden Sun Lodge will make arrangements for physical location, administration, and financial oversight of the conclave. This will include provisions for meals, adequate sleeping and meeting facilities, program and fellowship areas, trading post, pre-conclave printing services, first aid and medical arrangements, and religious services.

5. Housing-Tent, Cots, Chairs

We will provide housing for VIP delegates and section officers. Each Lodge must provide tents for its delegates. We will assign each lodge a camp site area. Each campsite provides a pavilion and latrine.

If anyone has special housing needs they need to complete the Special Housing Needs form found in the Appendix. Housing will be provided for the Section Chief, Vice-Chief, Section Secretary, Section Adviser, Assistant Section Adviser, Section Staff Adviser, and guest speakers.

6. Risk Management

Tour Permits

Chapter four of the Field Operations Guide of the Order of the Arrow states that “Lodges must initiate and file appropriate tour permits in accordance with BSA policies and procedures.” All lodges should file a tour permit with their local council office.

Physical Forms

One copy of each participant’s health form must be given to the Health Officer at Check-in. Each Lodge’s Leadership should also keep a copy of the medial form for their own records. The health form must be a minimum of a class II. The physical form will provide the necessary information for the conclave leadership in case of illness or injury of a participant, including consent by the participant or parent/guardian of the participant for treatment.

Accident & Sickness Liability Insurance

BSA accident/sickness insurance and liability insurance is purchased by the Section through the Central Region, Boy Scouts of America for the duration of the conclave. The price incurred for this insurance is included in the conclave participation fee.

Out of council troops need to bring proof of insurance

7. Camp Hosts and Guides

Camp Hosts and Guides will be provided. They will guide delegates to campsites, escort the Lodge Chief and Lodge Adviser to Conclave Registration, and be available throughout the Conclave to provide assistance requested by Lodges. As always, the buddy system is applied when touring our camp. In case of major weather warnings Golden Sun Lodge personnel will be the ones clearing camp sites and only Camp Cornhusker personnel will be authorized to use vehicles during a weather emergency.

8. Conclave Guidebook, Information, and Communications

A guidebook for each delegate will be included in the lodge registration packet given out at check-in. It will contain the Conclave agenda, a map of the camp, code of conduct, training schedule, and activity information. Any schedule or location changes will be posted in the morning newspaper, and at the trading post, headquarters, and dining hall. In addition to the guidebook, a conclave daily newspaper will highlight events, Arrowmen and facilities, as well as this year’s theme.

9. Preliminary Schedule

Friday, September 11

Time	Event	Location
7:00 p.m. —10:00 p.m.	Lodge Contingent Registration	Orchard Room
	Golden Sun Individual Registration	Orchard Room
9:30 p.m.—12:00 a.m.	Cracker-Barrel	Dining Hall
10:30 p.m.	Trainers Meeting	Orchard Room
11:00 p.m.	Council of Chief’s Meeting (CoC)	TBD

Saturday, September 12

7:00 a.m.	Reveille	
7:45 a.m.	Flags	Parade Grounds
8:00 a.m. — 8:45 a.m.	Breakfast	Dining Hall
9:00 a.m. — 9:50 a.m.	Training Session 1	See Training Schedule
10:00 a.m. — 10:50 a.m.	Training Session 2	
11:00 a.m. — 11:50 a.m.	Training Session 3	
12:00 p.m. — 12:45 p.m.	Lunch	Dining Hall
1:00pm	CoC	TBD
1:00 p.m. — 5:00 p.m.	Afternoon Activities	See Activities Guide
5:30 p.m. — 7:00 p.m.	Dinner	Dining Hall
8:00 p.m. — 9:00 p.m.	Theme Show	Camp Fire Ring
9:00 p.m. — 10:30 p.m.	Section Business Meeting	Dining Hall
	Election of Section Officers	
10:30 p.m. — 12:00 p.m.	Conclave Happy Hour & Pie Auction	Dining Hall

Sunday, September 13

7:00 a.m.	Reveille	
7:30 a.m.	Religious and 9/11Service	Chapel
8:00 a.m. — 9:00 a.m.	Breakfast	Dining Hall
9:00 a.m. — 9:45 a.m.	Closing Program	Dining Hall
	Section Officer Induction Ceremony	
10:00a.m.	COC	TBD
10:00 a.m. — 11:00 a.m.	Clean-up and Departure	

10. Training

The section will have a Conclave Vice-Chief coordinate and oversee the training for the conclave. Provide info about what we are looking at for training ideas. Have the best lodge (most qualified) **arrowman** do the training
The trainings offered (subject to change)

1. Unit Rep Program
2. Ceremony Characters
3. How to Plan a Great Event
4. Newsletter and Website
5. Keeping Track of Your Lodge's History
6. NOAC, Jamboree and High adventure
7. Being a Good Leader
8. Extended Elangomat
9. Chapter Ideas
10. Leave No Trace
11. Planning Events
12. Adviser Roundtable

11. Saturday Afternoon Activities List (subject to change)

- Silent Auction
 - Each lodge must bring 5 items
- Competitions
 - Lodge Ball
 - Banana Relay
- Trading Post
- Zip Line
- Flying Squirrel
- Ranges
- Dunk Tank
- Silent Auction
- Patch Trading

12. Patch Trading

Patch trading is a long-standing and important tradition of Boy Scouting events. In the past some OA members have brought their patch collections to section conclave, but others have been disappointed because they were not informed that patch trading would be occurring. This year, however, we may be taking a different approach. If we go with the multi-part patch everyone is strongly encouraged to trade to get one of each lodge feather.

13. Lodge Competitions

The lodge competitions serve as an instrument to build lodge pride and enthusiasm. The idea is that large groups from each lodge can become involved in fun activities competing against other lodge teams. There will be several different competitions. Ideas include:

Lodge Ball

Dodge Ball, but Lodge vs. Lodge

This event will be bracketed

News Letter

Submitted at time of check-in

Website

Submitted by September 2, (Send link to dmiller0909@gmail.com)

14. Awards and Recognition

Awards featuring the conclave patch and recognition plate will be presented for the website, newsletter, and largest percentage contingent, etc. There will also be some very special presentations made to a number of key individuals.

15. Meals

Meals will be prepared and served by members of Golden Sun Lodge. A tentative menu appears below. If anyone has special dietary needs contact **Nick Haussler at conclave@goldensunlodge.org** August 15, 2011

MENU (subject to change)

- Friday
 - Cracker Barrel
 - Pizza, Egg Rolls, Nachos, Cake, Kool-Aid, Water
- Saturday
 - Breakfast
 - Breakfast Burritos, Oranges, Orange Juice
 - Lunch
 - TBD
 - Dinner
 - Lasagna, salad, garlic bread, Cake, Kool-Aid, Water
 - Cracker Barrel
 - Pizza, Egg Rolls, Nachos, Cake, Kool-Aid, Water
- Sunday
 - Breakfast
 - Cinnamon Rolls (Camp Cornhusker Tradition), fruit cocktail, milk, orange juice

16. Trading Post

Golden Sun Lodge will operate a Trading Post that features non-conclave items related to our lodge and our council. Section items are to be purchased in a pre-order process, very little will be available at the conclave. We are hoping to have an on-line order entry for conclave items, (*in July*). Ordered items are to be picked up during open trading post hours during Friday and Saturday.

17. Registration and Conclave Fee Payments

Each Lodge will submit a Conclave Pre-registration form with an estimated arrival time and a conclave transmittal form listing all delegates to the Cornhusker Council no later than **September 2, 2011** at

Cornhusker Council

Order of the Arrow, Section Conclave

Attn: Dave Miller, Lodge Adviser

Cornhusker Council, BSA
600 S 120th Street
PO Box 269
Walton, NE 68461

Phone: 402-488-6020

Toll Free: 800-278-7402

Fax: 402-488-6072

councilbsa@cornhuskerCouncil.org

dmiller0909@gmail.com

Make sure anything you send is sent to Dave Miller's attention

Lodges are fiscally responsible for the total fees for their guaranteed number of delegates, even if fewer attend, and payment of delegate fees prior to arrival at the conclave is requested. Fees paid in advance may be transferred to an alternate delegate, but will not be refunded. Delegates in addition to the guaranteed number may attend, however their conclave fee will be based on the following registration schedule:

Date	Youth Fee	Adult Fee
Until 9/2/11	\$40	\$40
After 9/2/11	\$50	\$50

Need submit insurance signed from Scout Exec.

Upon arrival at the conclave, the Lodge Chief or designate and Adviser of each Lodge's Contingent Leadership will formally register the entire lodge delegation. Registration will include: payment of conclave fees (if not paid in advance) and distribution of conclave materials. The Lodge Contingent Leadership must register their lodge as a group.

18. Section Officer Elections

Section officer elections will be held in accordance with the procedure outlined in the Field Operations Guide.

For those interested in running for Section Office remember to have a Section Officer Nomination filled out from the Appendix.

19. Section Officer Attending

1. Possibly Collin Huerter

20. Driving and Parking

All vehicles will remain in the parking lot. Vehicles will not be driven back and forth between campsite and parking lot. There will be tractors and trailers to haul gear to campsite.

Map



Appendix:

Special Dietary Needs Form

If you have any special dietary needs please list them below

Signature: _____

Date: _____

LODGE DELEGATION PRE-REGISTRATION FORM

2011 SECTION C-5A CONCLAVE

SEPTEMBER 9-11, 2011

Camp Cornhusker

PLEASE PRINT OR TYPE

This form must arrive before 5:00 p.m. CDT on September 2, 2011 and be accompanied by a Lodge Transmittal Form.

LODGE Name Number _____

COUNCIL Name HQ City _____

DELEGATION Chief Adviser _____

GUARANTEED ATTENDANCE AT CONCLAVE:

Youth	---
Female Adults	---
Male Adults	---
TOTAL DELEGATES	---
Conclave Fee per Delegate:	Youth \$40.00 before 9/2/11 \$50.00 after 9/2/11 Adult \$40.00 before 9/2/11 \$50.00 after 9/2/11
TOTAL GUARANTEED AMOUNT	\$

Estimated time of arrival of Lodge delegation at Conclave: _____

Cell phone number of an adult delegate traveling with the Lodge: (_____) _____

(SIGNATURE OF LODGE ADVISER OR SCOUT EXECUTIVE)

****The Lodge is financially responsible for "TOTAL" attendance fee even if fewer attend.**

Mail to: Cornhusker Council, BSA
 Order of the Arrow
 600 S 120th Street
 PO Box 269
 Walton, NE 68461

Phone: 402-488-6020
 Toll Free: 800-278-7402
 Fax: 402-488-6072
councilbsa@cornhuskercouncil.org

LODGE DELEGATION TRANSMITTAL FORM

2011 Section C-5A Conclave

September 9-11, 2011

Camp Cornhusker

Submit a copy of this form with your Conclave Pre-Registration Form. The original with additions and changes will be collected at check in. You may copy this form as necessary for additional names.

Lodge Name _____

HQ City: _____

INSTRUCTIONS: List each delegate (include the Chief and Adviser).

Name	Paid	Emergency Contact	Group Y/A	Gender M/F	O/B/V Level

Newsletter/Website Competitions

Newsletter

1. Printed and Mailed Newsletters: Each Lodge should bring the last four consecutive copies of their newsletter in the same print style as it mails to its members. For instance, if the lodge mails black and white copies of their newsletters on colored paper, then bring black and white copies on the same color of paper. Need to be turned in at check-in.

Electronic Newsletters: If the Lodge has an electronic newsletter that is only posted on its website, then print the last four consecutive newsletters on white paper so they may be viewed.

3. Website competition: To be eligible for the website competition, please clearly print or type the name of the website address in the blank below. Mail this form with the Lodge Registration Packet.

Lodge: _____

Website Address: _____

Request for Special Housing

Name: _____

Address: _____

Telephone: _____

Email Address: _____

Lodge: _____

Description of Needs: _____

Mail to: Cornhusker Council, BSA
Order of the Arrow
600 S 120th Street
PO Box 269
Walton, NE 68461

Phone: 402-488-6020
Toll Free: 800-278-7402
Fax: 402-488-6072
councilbsa@cornhuskercouncil.org
or
dmiller0909@gmail.com

SECTION OFFICER NOMINATION FORM

COUNCIL AND LODGE APPROVAL

2011 Section C-5A Section Conclave

September 9-11, 2011

Camp Cornhusker

Humboldt, NE

The Section Rules; which govern the administrative aspects of Section operations, contain specific requirements for Section Officers. Section Officers need the backing and support of their home Lodges and Councils in order to carry out their assigned duties and responsibilities. All section officers and appointees must meet the following legibility requirements

1. A registered member, in good standing, of the Order of the Arrow and the Boy Scouts of America in a council within the section who has the approval in writing and in advance of being nominated, of his council's Scout Executive designee.
2. Younger than 21 during the entire term of office.

We, the undersigned, certify that the Section Officer candidate named below meets requirements 1 and 2 above. We also certify that he will receive the backing and support he needs to carry out the assigned duties and responsibilities of the Section Office to which he may be elected.

REQUIRED APPROVAL SIGNATURES

Scout Executive: _____ Date: _____

Lodge Adviser: _____ Date: _____

Council Name: _____ Lodge Name: _____

SECTION OFFICER NOMINEE INFORMATION

Name _____ This Arrowman may be nominated for:

Address _____ Section Chief

Telephone (____) _____ Section Vice-Chief

Email Address _____ Section Secretary

Troop/Team/Crew _____ Date of Birth: _____

I agree to pay \$100 for travel related expenses to Section C-5A within 30 days of my being elected to one of the above offices.

Signature of nominee

Please return form to:

Bob Holston, C-5A Section Adviser

962 S 5th St., Salina, KS 67401

or nominations may be email to rlholston@tnnl.net via your Scout Executive's email address

By September 2, 2011

**CHALLENGE COURSE and CLIMBING/RAPPELLING
HEALTH HISTORY AND CONSENT FORM
ADULT OR CHILD**

You are about to take part in a challenge ("ropes") course experience and or climbing/rappelling ("activity") offered through the _____ Council BSA ("local council") on _____ (date).

While participating in the activity you will undertake a wide variety of physical and mental challenges that are comparable to activities with which you may be more familiar. Much of the time, you will be engaged in activity of "moderate exertion," which is comparable to normal walking, golfing on foot, raking leaves, calisthenics, or slow dancing. For short periods of time, you will be engaged in activity of "vigorous exertion," which is comparable to fast walking, slow jogging, heavy gardening, or shoveling snow.

If any of the above activities are difficult for you, discuss your participation in the activity with your physician. If these are activities in which you regularly engage without difficulty, you should be fit for participation in the program.

Following are specific medical conditions about which participants should *always* seek the advice of a physician before participating in the activity:

- Pregnancy (climbing harness can injure uterus)
- Kidney or liver transplant (climbing harness can injure transplanted organ)
- Healing fracture or joint injury (should be cleared by treating physician)
- Recent surgery (should be cleared by treating physician)
- Down syndrome (should have x-ray check for neck instability, as per recommendation of the Special Olympics)

If you or your physician has any questions about the physical requirements of the activity, feel free to contact the local council.

HEALTH HISTORY

Name:		First		Middle		Last	
Telephone:		Home		Work			
Personal physician		Name		Telephone:			
In case of emergency, please contact:		Name		Telephone:			
Special dietary considerations:							
List known allergies:							
List required medications:							
If you are allergic to insect stings, do you have an insect sting kit (e.g., EpiPen)?							
Do you wear contact lenses?				Are you pregnant?			
Have you had or do you now have (circle if yes):		Heart attack		Diabetes		Asthma	
Angina		Epilepsy		Chest pains		Drug reactions	
						High blood pressure	
						Heart murmur	
If you answered "yes" to any of the above, explain and include date:							
Do you have any other medical conditions that we should be aware of?							

HOLD HARMLESS AGREEMENT

I understand that participation in the activity involves a certain degree of risk that could result in injury or death. In consideration of the benefits to be derived, after carefully considering the risk involved, and in view of the fact that the Boy Scouts of America is an organization in which membership is voluntary, I have carefully considered the risk involved and have given consent for myself (or my son or daughter) to participate in the activity, and waive all claims I or we may have against the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity.

I am not under the influence of any chemical substance, including alcohol. Understanding that any physical activity involves a risk of injury, I understand that my participation in the activity is entirely voluntary. I release the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all claims or liability arising out of this participation. This release does not, however, apply to any harm caused by negligence or willful misconduct of the local council or its employees.

In case of emergency involving my child, I understand every effort will be made to contact me. In the event I cannot be reached, I hereby give my permission to the physician selected by the adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for my child.

Participant's signature* _____ Date _____

*If the participant is under age 18, his or her parent or guardian must also sign below:

Parent's or guardian's signature _____ Date _____