

# Section C-5A Conclave

Attending Lodge Information Packet



September 7-9, 2018

Camp Cedars

Cedar Bluff, NE

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## 1. Theme

The theme of the 2018 C-5A Section Conclave will be "Keep Moving Forward".

## 2. Patch

Three patches will be available for attending, each with a different color border. The patch design is on the cover of this guide.

Attendees will receive the attendee patch; staff will receive staff patch; COC members will receive COC patch.

## 3. Who's Who

- Attendees: Arrowmen who attend the conclave. The bulk of those in attendance will be 'attendees.' These are the most important Arrowmen at the conclave!
- Staff: Designated Arrowmen who will receive a special patch for the weekend. These Arrowmen are the Conclave Planning Committee, as well as sub members of these Committees who participate in the planning process, and will spend most of the weekend in service to others.
- COC: These will be members of the Council of Chiefs, Section C-5A officers and advisers, and (non-voting) invited guests to the conclave.

## 4. Location

All activities, lodging, and meals will take place at Camp Cedars. The 2018 Section C-5A Conclave will be held at:

Camp Cedars,  
2911 County Rd. 15,  
Cedar Bluffs, NE 68015.

## 5. Housing

Kit-Ke-Hak-O-Kut will offer one style of housing for the Section Conclave attendees – platform tent platforms. Lodges will be placed together as much as possible to facilitate lodge fellowship. Tents are the responsibility of the individual attendees and lodges. Bring extra cord to secure the tents to the platforms, please no nails or screws.

Camp Cedars has fifteen campsites providing over 250 permanent tent platforms. Campers should plan to erect their tents on the wooden platforms. Each campsite has water and a latrine facility, in addition we have 3 facilities in the main camp which house private toilets and private shower stalls. These 'shower houses' are located centrally so that they are convenient to all campsites and will be open 24 hours.

For those with mobility issues we do have the Armstrong McDonald wheelchair-accessible campsite, for Scouts and leaders. Water, latrine, and shower facilities are nearby. The platforms at this site will be allocated as needed.

Housing for Section C-5A officers, and their advisers will be provided in facilities keeping to youth protection guidelines by the host lodge or they can provide their own tents.

## 6. Risk Management

### Emergency Planning

- The 3 shower house facilities and the Haddix Trading post are F5 rated tornado shelters. If the emergent siren sounds please head to the nearest shelter. Contingent leaders take a roll call of your members and report to the host lodge staff as soon as possible after arriving in the shelter. At no time is anyone to leave a shelter until the all clear is sounded.

### Physical Forms

- Attendees, staff and all COC will be required to provide a complete and current (signed and dated within 1 year of this event) BSA medical form, parts A & B. [https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001\\_AB.pdf](https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_AB.pdf)
- One copy per attendee/staff/COC will be collected at check-in.
- One copy is to be retained during the event by the host lodge leadership in case of emergency. The on-site medical officer will review.
- In keeping with privacy laws, all medical forms will be returned to the contingent leaders at check-out.

### Accident, Sickness & Liability Insurance

Each lodge is provided with insurance by their own home council. Please contact your council service center if you have questions about coverage.

## **7. Camp Hosts/Guides**

Camp Hosts and Guides will be provided to each lodge by Kit-Ke-Hak-O-Kut Lodge. These Arrowmen will be members of the staff and will be available to assist with check-in/check-out procedures, give tours of Camp Cedars, and answer any questions visiting lodge members may have during the weekend.

## **8. Attendee Materials**

Each attendee will receive a variety of materials at check-in. This will include several small tokens of appreciation from Kit-Ke-Hak-O-Kut Lodge, and a bag to carry items. The Guidebook will contain a map of the camp, the conclave agenda, training schedule, and activity information. Changes to the guidebook will be posted in the Dining Hall, Admin Building, and Trading Post.

## **9. Preliminary Schedule**

A preliminary schedule is included in the Appendix

## **10. Training**

- Training courses will be provided through the oversight of the Section leadership, with qualified instructors coming from each member lodge. If you have anyone in your lodge willing to lead a session on the subjects please contact the section leadership ASAP.
- Session locations will be posted at the Dining Hall, Trading post, and Admin and announced at breakfast.
- The section leadership is planning to offer the following courses.

### **Leadership Development:**

- How to train
- Making meetings fun
- What is the OA
- Long Distance Outreach
- Inspiring the next generation

### **Outdoor Skills:**

- Primitive fire making
- cool camp gadgets
- Cool knots

### **Ceremony/Dance:**

- AI crafts
- Pro patch design
- How to be an Elangomat
- OA History

## 11. Activities

This is why you attend! Activities will take place in various parts of camp. Activities are subject to change.

Saturday Afternoon Activities

Archery	Gaga Ball*
Shotgun shooting	OA Trivia*
Tomahawk	Canoes and Rowboats **
Climbing Tower – Climbing and repelling	Bubble Soccer
Atladd	Lodge Ball*
Monkey Bridge	Hodag games
Cup Stacking	Silent Auction
Amazing Race*	

\*denotes competitive event

\*\*must provide proof of swimming level, test will not be performed

Fishing is available at Camp Cedars, however, a valid fishing permit for the state of Nebraska in your possession is required.

## 12. Patch Trading

We encourage attendees to bring patches to trade with members of their lodge or the other lodges represented especially from National Jamboree.

## 13. Silent Auction

Each lodge needs to bring special items for bidding for the Silent Auction. This will raise funds to help with Section C5A leadership expenses.

## 14. Lodge Competitions

Lodge competitions help to build lodge spirit and pride, and some friendly rivalry between the lodges of our section. In 2018, we will continue this tradition. Some lodge competitions already planned include:

- OA Jeopardy: Teams of 4 Arrowmen will compete in their knowledge of the Order, Scouting, and other trivia items.
- Gaga Ball: Individual Arrowmen will compete playing Gaga ball with posted rules.
- Lodge Ball: Teams will compete.
- Amazing Race: Each lodge can submit 1 (one) three person youth team to complete in a timed relay style race of events offered at summer camp. Best time takes home the glory! This event will occur late Saturday afternoon so the lodges can cheer on their favorite team. Specific details will be announced at Breakfast and lunch.

## 15. Awards and Recognition

Awards will be a great component to the 2018 conclave. Recognition will be given to individuals from several different activity areas. Lodges will be recognized for lodge competitions, as well as largest contingent percentage, and others.

## 16.Trading Post

Kit-Ke-Hak-O-Kut Lodge will operate a trading post that will feature traditional camping items and food as well as Order of the Arrow and Section items. Pre-order information for conclave T-shirts will be made available at a later date.

## 17.Registration and Payments

- Each lodge will submit a conclave registration form with an estimated arrival time and listing all of the attendees from the lodge. Registration will close September 3, 2018. We encourage lodges to use summer conclaves as well as summer camp and other lodge events to promote this event. Lodge registration should be sent in all at once.
- New Arrowmen are the lifeblood of our Order. They bring vitality to our events, spirit to our service, and are our future leaders, Kit-Ke-Hak-O-Kut recognizes the need for new Arrowmen to experience a section conclave, and to learn first-hand that the Order is not all about "work". The 2018 Conclave will offer a special discount to new members who complete their Ordeal in 2018. Lodges should encourage new members to attend.
- The fee structure for the 2018 Conclave is:

New 2018 Ordeal Members	\$40
Youth Members	\$45
Adult Members	\$45
LATE FEES (registrations received after Sept. 2):	+\$15 per person
- Please note that the late fee applies based on receipt of the registration, not postmark. Please mail your lodge registration early enough to be received on time.
- Attendee fees are transferable within a lodge, but are non-refundable from the host lodge.

## 18.Section Officer Elections

Section officer elections will be held in according with published procedures. Those interested in running for section officer should complete the form included in the appendix.

## 19.Driving and Parking

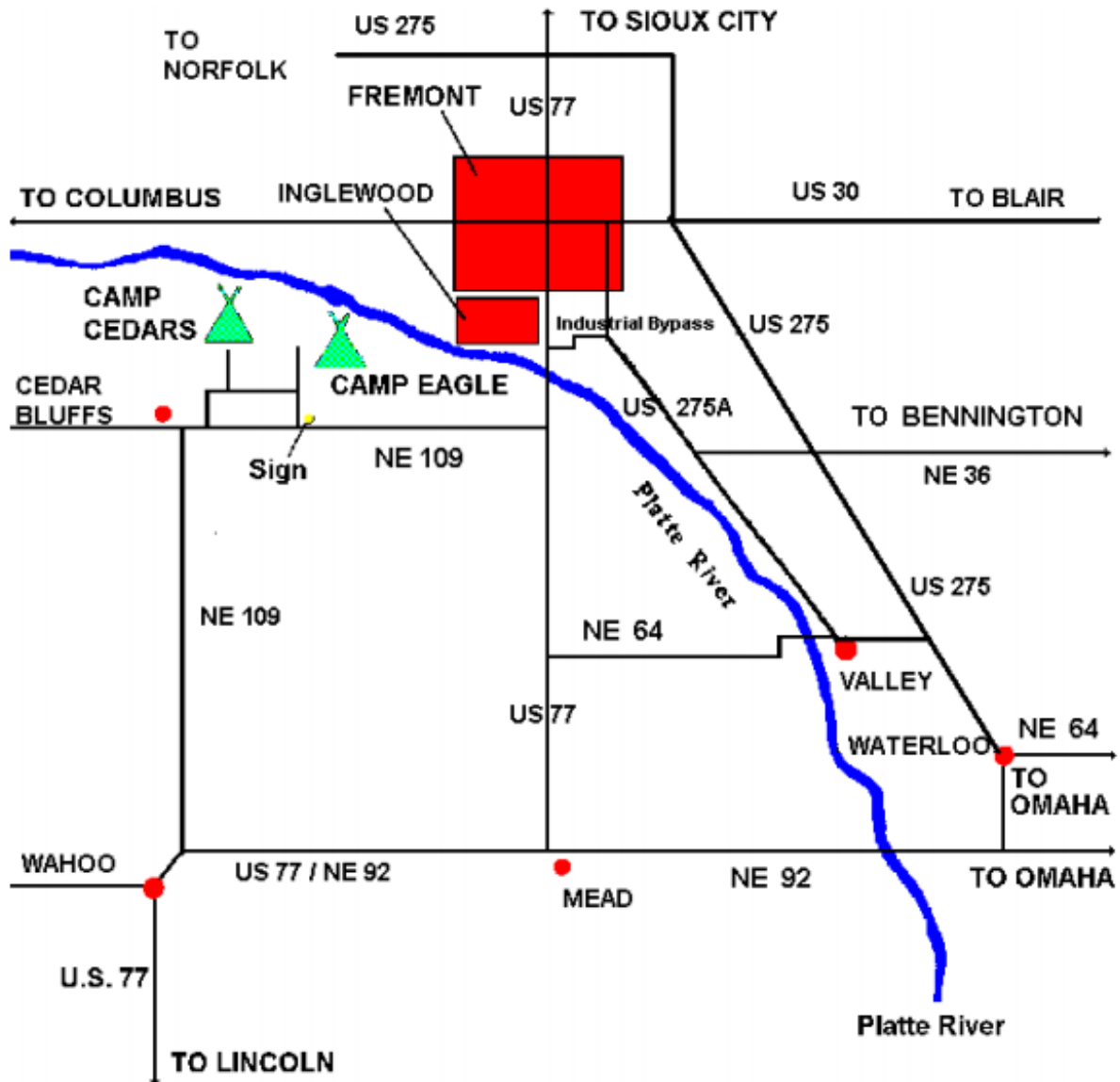
### Parking

- Most attendees will park in the main parking area of Camp Cedars. Parking passes will be issued for those with special needs. Please indicate these needs with your registration mailing.
- Lodges traveling with trailers will be given a place to park them for the weekend.

### Driving (see map)

- **From Omaha:** From US 275, turn onto NE 64 at Valley. Follow NE 64 to US 77. Turn north (right) on US 77 to NE 109 (just south of the Platte River). Turn left (west) on NE 109 and go about 5 miles. At the sign for Camps Cedars and Eagle turn right onto County Road 15. Follow signs.
- **From Lincoln:** Follow US 77 north through Wahoo and Mead to NE 109 (just south of the Platte River). Turn left (west) on NE 109 and go about 5 miles. At the sign for Camps Cedars and Eagle turn right onto County Road 15. Follow signs.
- **From North:** Follow US 77 south through Fremont to NE 109 (just south of the Platte River). Turn right (west) on NE 109 and go about 5 miles. At the sign for Camp Cedars and Eagle turn right onto County Road 15. Follow signs.

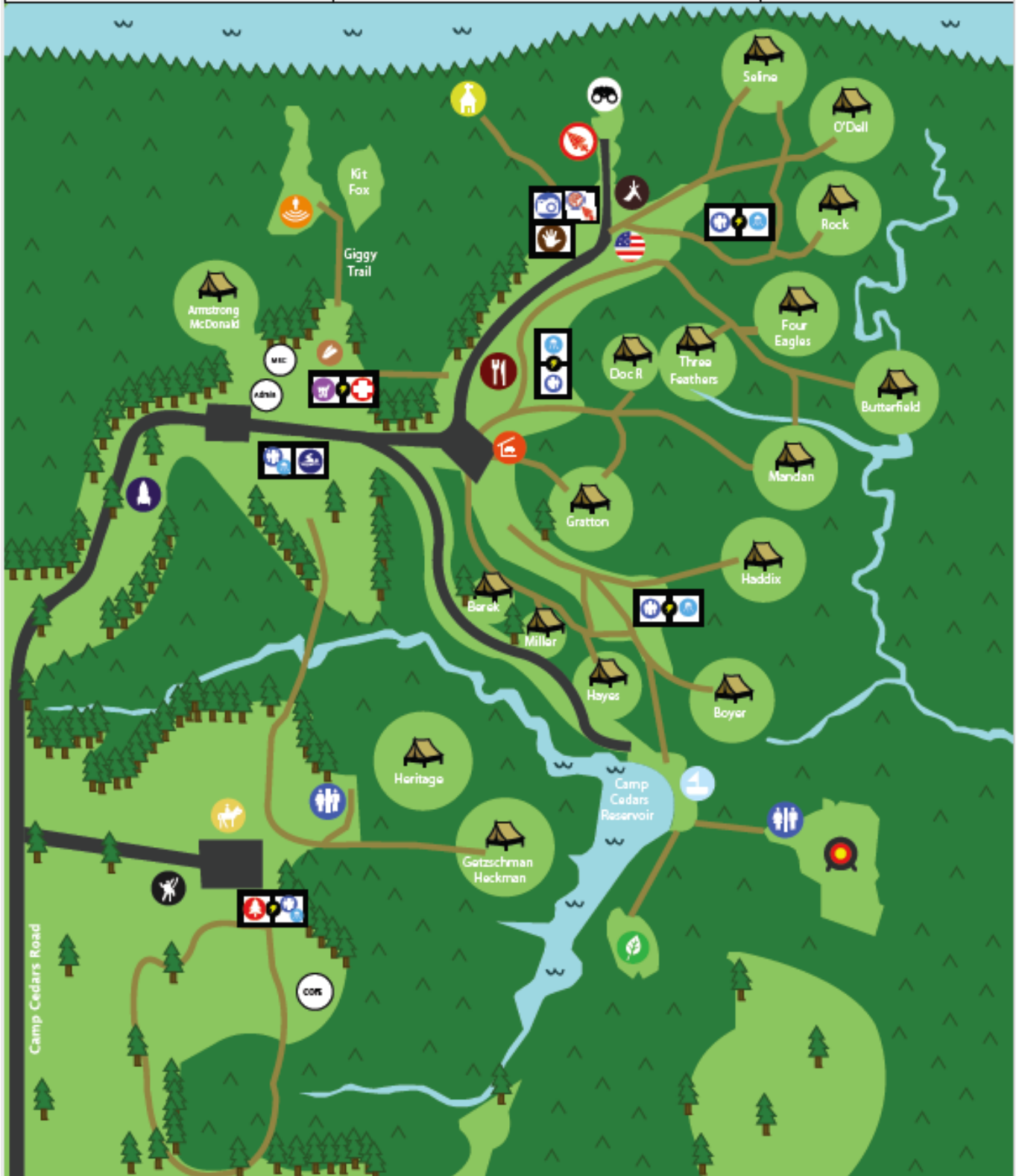
## Map to Covered Wagon Scout Reservation Camps Cedars and Eagle



### Appendix

Other materials to be included in this guide:

- Camp Cedars Map
- Tentative Schedule
- Lodge Registration Form
- Lodge Delegation Roster Form
- Special Dietary/Housing Request Form
- Section Officer Election Form
- Lodge Transmittal Checklist



Smith Admin	Millard Resource Ctr	Protzman Arena	Haddix Trading Post	OA Lodge	Boat House	Storz Tower	Trails
Scott Health	Scoutcraft	HunTel Dining Hall	Roitstein Parade Ground	Pohuk Point	Dixon Nature Ctr	Rotary Pavilion	Roads
Bakins Pool	Bates Amphitheatre	Karp Handicraft	Eastman Teepee	Scott Cops Course	Thomas Equestrian Center	Drilling Rocket Pads	Chapel
Campsite	Shower House	Bathroom	Heritage Lodge	Honor Camping	Mass Media	Storm Shelter	



# Section C5-A Conclave 2018

## Camp Cedars

### Schedule \*

#### Friday, September 8, 2018

7 – 11pm	Check-in	Admin building
	Council of Chiefs	Basement, Haddix Trading
	Cracker Barrel	Dining Hall
	Trainer’s meeting	Basement, Haddix Trading
	Lights Out	

#### Saturday, September 9, 2018

7 am	Reveille	
7:45	Flag ceremony	Parade Ground
8- 8:45	Breakfast	Dining Hall
9 – 9:50	Training Session 1	
10 – 10:50	Training Session 2	
11 – 11:50	Training Session 3	
12 – 12:45	Lunch	Dining Hall
1PM	Co C	Basement, Haddix Trading
1 – 5pm	Activities open	
5:15	Flags	
5:30 – 7	Dinner	Dining Hall
8 – 9	Closing Show / Activity	
9:30 – 10:30	Section Business	Dining Hall
	Election of Section Officers	
10:30-11:45	Cracker Barrel	Dining Hall
11:50	Lights out	

#### Sunday, September 10, 2018

7 am	Reveille	
7:45am	Flag ceremony	Parade Ground
8 - 8:45am	Breakfast	Dining Hall
9am	Chapel Service	Pohak Point
9:30am	Officer Inductions	Pohak Point
10am	Council of Chiefs	Honored Camper Building
	Break Camp	

\*subject to change. Current schedules posted in dining Hall, Admin Building, and Trading Post

# Section C5-A Conclave 2018

## Camp Cedars

### LODGE REGISTRATION FORM

Please print or type

Lodge Name \_\_\_\_\_

Council/Number \_\_\_\_\_

Lodge Adviser \_\_\_\_\_

Is the Lodge Adviser attending the conclave? Yes / No

Is someone other than the Lodge Adviser leading the delegation? Yes / No

If yes, who? \_\_\_\_\_

Cell Phone # \_\_\_\_\_  
 (Best number to reach contingent leader while travelling)

Estimated arrival time of the lodge at Camp Cedars \_\_\_\_\_

#### Guaranteed Conclave Attendance

Youth	_____			
Adult Male	_____			
Adult Male	_____			
Adult Female	_____			
FEES				
New Ordeal (2018 inductions)	@ \$40 each	\$	_____	
Youth Attendees	@ \$45 each	\$	_____	
Adult Attendees	@ \$45 each	\$	_____	
Total to be remitted		\$	_____	

Make checks payable to "Kit-Ke-Hak-O-Kut" and send to:

Mid-America Council  
 Kit-Ke-Hak-O-Kut Lodge  
 12401 West Maple Road  
 Omaha, NE 68164

\_\_\_\_\_  
 Lodge Adviser

\_\_\_\_\_  
 Scout Executive or Lodge Staff Adviser

A check or copy of a signed council purchase order must accompany this form. No refunds will be given to lodges. Please see conclave guidebook for fee structure and information. A late fee of \$15 per attendee will be charged for registrations received after September 3, 2018. The late fee must be paid prior to or at check-in.



**Section C5-A Conclave 2018**  
**Camp Cedars**  
Request for Special Housing/Dietary Needs

Attendee Name: \_\_\_\_\_

Adult/Youth \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Lodge: \_\_\_\_\_

Council/Number: \_\_\_\_\_

Description of Member's needs:

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Are the medical conditions requiring these needs included on the BSA physical form?

Yes

No

If not, why not?

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\_\_\_\_\_  
Signature of Arrowman/Parent (if Arrowman is under 21)

\_\_\_\_\_  
Lodge Adviser

\_\_\_\_\_  
Delegation Adviser  
(if Lodge Adviser Not Attending)

# SECTION OFFICERS NOMINATION FORM

2018 Section C-5A Conclave  
September 7-9, 2018  
Camp Cedars — Cedar Bluff, NE

The Field Operations Guide, which governs the administrative aspects of Section operations, contains specific requirements for Section Officers. All section officers need the backing and support of their home Lodge and Council in order to carry out their assigned duties and responsibilities. All section officers and appointees must meet the following eligibility 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 nomination, of his council's Scout Executive or designee.
2. Younger than 21 during the entire term of office.

We, the undersigned, certify that the section officer candidate named below meets all requirements as stated 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.

## NOMINEE INFORMATION

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_ Council Name \_\_\_\_\_

Phone \_\_\_\_\_ Council Number \_\_\_\_\_

Email \_\_\_\_\_

Signature of Nominee \_\_\_\_\_

## REQUIRED APPROVAL

\_\_\_\_\_  
Lodge Adviser (date)

\_\_\_\_\_  
Scout Executive (date)

Return completed nomination forms to: Russ Votava, Section C-5A Adviser, by NOON on Saturday, September 8, 2018. Forms may emailed to [russ.votava@gmail.com](mailto:russ.votava@gmail.com) prior to the event or hand delivered at the event. Scout Executive approvals may also be sent by email but must originate from your Scout Executive's email address.

**Section C5-A Conclave 2018**  
**Camp Cedars**  
**LODGE TRANSMITTAL CHECKLIST**

Lodge: \_\_\_\_\_

Council Name and Number: \_\_\_\_\_

Dear Section Conclave Registration Committee,

Enclosed please find the following forms:

- \_\_\_\_\_ Lodge Registration Form
- \_\_\_\_\_ Lodge Delegation Roster
- \_\_\_\_\_ Special Housing/Dietary Needs Form(s)
- \_\_\_\_\_ Section Officer Nomination Form(s)
- \_\_\_\_\_ Check/Copy of Purchase Order

In service,

\_\_\_\_\_  
Lodge Adviser

\_\_\_\_\_  
Delegation Adviser  
(if different from Lodge Adviser)

Please remit all forms to:

Mid-America Council  
Kit-Ke-Hak-O-Kut Lodge  
12401 West Maple Road  
Omaha, NE 68164