



Ahoalan Nachpikin Unit Leaders Guidebook



Function of Lodge
Lodge Events
Programs
Cub Scouts
Mobile Camp



BOY SCOUTS OF AMERICA®

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“Let us realize the significance of the Order in the unit – for the unit is our best hope in Scouting.”

- E. Urner Goodman
Founder, Order of the Arrow



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FORWARD

LETTER FROM THE LODGE CHIEF

Fellow Scouters,

This manual is written with you in mind – the Unit Leader. Knowing that your job is the most time-consuming and important job in all of Scouting, our desire is to assist you in any way possible in helping you achieve the primary goal of every unit leader – **to instill a sense of character and value in the life of each boy in your unit.**

Many of you may not be familiar with the Order of the Arrow, except for a call-out ceremony or two – for you, we hope this manual will introduce you to what the can offer your unit and your boys. For those of you who are familiar with the OA, whether your experience was within this council or elsewhere, we hope you will learn how the Ahoalan-Nachpikin Lodge and its particular programs can be of service to you. One of the main purposes of our Order is simply that – to serve you, the units and scouts of our Council. By becoming familiar with this manual, we trust you will better understand where the OA fits in the Chickasaw Council’s program, and take advantage of the opportunities that the Ahoalan-Nachpikin Lodge provides.

If at any time you have questions about the Order of the Arrow in the Chickasaw Council, please feel free to contact me or any of the other officers of the Lodge.

Yours in Scouting,



Adam Carr

Lodge Chief – W. W. W.
Ahoalan-Nachpikin Lodge #558
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PURPOSE OF THE ORDER

The Order of the Arrow's Purpose is fourfold:

To recognize those campers – Scouts and Scouters – who best exemplify the Scout Oath and Law in their daily lives, and by such recognition, cause other campers to conduct themselves in such manner as to warrant recognition.

Recognition is an important part of the Scout program, and helps build character values by rewarding a Scout's drive for achievement and self-esteem. As Scouting's National Honor Society, the Order of the Arrow recognizes those in scouting who are active examples of the Scouting principles of cheerfulness, helpfulness, trustworthiness – all the central virtues of Scouting. Furthermore, the OA challenges each of its members to continue to live up to these ideals, thereby promoting these ideals back to those in your unit.

To develop and maintain camping traditions and spirit.

The Order of the Arrow was founded at a Scout summer camp, and believes in the outdoor method as an integral part of the Scouting goal of building character, citizenship and fitness in its participants. In camp, Scouts interact toward a common goal, and in doing so, exercise skills that are important in the maturation of boys into valuable members of society. As such, the OA embraces the camping traditions that have stood the test of time with the Scouting program, and serves to keep the spirit of the outdoor program alive.

To promote Scout camping, which reaches its greatest effectiveness as a part of the unit's camping program, both year-round and in the summer camp, as directed by the camping committee of the council.

Under the direction of the Chickasaw Council's Camping Committee, the Ahoalan-Nachpikin Lodge of the Order of the Arrow is committed to promote Scout camping. The OA believes that the goals of Scouting can be best achieved by a year-round program of unit camping, and the programs of the Ahoalan-Nachpikin Lodge reflect the desire to be helpful to your Unit in meeting these goals.



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To crystallize the Scout habit of helpfulness into a life purpose of leadership in cheerful service to others.

As adult leaders in the Scout program, our goal is to help you in your goal of molding your Scouts into responsible leaders. The Order of the Arrow program emphasizes service to others as a central theme of leadership and provides a framework through which to experience service as a building block in shaping the character of our youth.

The Ahoalan-Nachpikin Lodge also believes that youth membership retention is another benefit of the Order of the Arrow program. As a youth in Scouting matures and completes individual advancement goals, he can turn to the OA as a source of further opportunity to experience Scouting. Youth members who stay with the Scouting program longer typically achieve higher ranks of advancement, serve as camp staff, and ultimately choose to give back to Scouting in adulthood.

MISSION OF THE LODGE

The mission of the Ahoalan-Nachpikin Lodge is to achieve the purpose of the Order of the Arrow as an integral part of the Boy Scouts of America in the Chickasaw Council through positive youth leadership under the guidance of selected capable adults.

HISTORY OF THE ORDER

The Order of the Arrow was founded by Dr. E. Urner Goodman and Carroll A. Edson in 1915 at the Treasure Island Camp of the Philadelphia Council, Boy Scouts of America. It became an official program experiment in 1922 and was approved as part of the Scouting program in 1934. In 1948 the OA, recognized as the BSA's national brotherhood of honor campers, became an official part of the Boy Scouts of America. That same year the Chickasaw Council adopted the Order of the Arrow program. In 1998, the Order of the Arrow became recognized as Scouting's National Honor Society when it expanded its reach beyond camping to include broader service to Scouting and the community.



STRUCTURE OF AHOALAN-NACHPIKIN LODGE

The **Ahoalan-Nachpikin Lodge** consists of 5 Chapters:

Lippoe Blaknik	- serving the Wolf River District
Macheu Machque	-serving the Thunderbird, Twin Banks, Southeast, and Scoutreach Districts
Nashoba Tohbi	- serving the Tallaha, Washington, and Malmaison Districts
Okla Kamassa	- serving the NW Mississippi District
Sakima Machque	- serving the Eastern District

Each chapter is responsible for carrying out the prescribed lodge program within its district, and answers to the **Lodge Executive Committee (LEC)**, which oversees the program in the council. For more information on each chapter, please visit the Lodge website.

The Lodge is governed by the Lodge Executive Committee (LEC). The voting members of the LEC consist of the elected Lodge Officers, the Chapter Chiefs, and the Lodge operating committee chairmen. The advisers to all of these youth and the Scout Executive also give input during LEC meetings. The LEC is responsible for planning the overall lodge program, which will be established and fine-tuned at the LEC meetings. The Lodge Chief and Advisers attend the LEC meetings and help establish the program plan, then the Chapter Chiefs carry this plan back to their respective chapters, who are then responsible for implementing this plan through their chapters.

Through this framework, each chapter has a unique and important responsibility - ***it is the interface between the OA Lodge program and the units within its district.*** Without the chapter carrying out its function, the lodge program cannot be effective – particularly at the troop level, which is the Order’s primary responsibility.



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TROOP REPRESENTATIVE

To help facilitate this interface between the OA and the unit, the **Troop Representative** program was established. This program establishes a youth liaison in each unit to serve between the OA lodge or chapter and his unit. In his unit, he will serve as a communication and programmatic link to and from Arrowmen, adult leaders and Scouts who are not presently members of the Order. The Troop Representative is a recognized leadership position that counts toward rank advancement, including Eagle. More detailed information on this program may be found at the National OA website at <http://www.oa-bsa.org/programs/ttr/>.



To improve communications between the lodge and your unit, you are encouraged to support the Troop Representative program by asking your Senior Patrol Leader to appoint one for your unit. Each Troop Representative may wear a special leadership patch on their uniform, which is available at each Scout Shop. Troop Representatives are encouraged to participate within their designated chapter to be able to provide information to their fellow troop arrowmen.

TROOP REPRESENTATIVE ADVISER

The Troop Representative Adviser is a unit assistant leader or committee member that is at least 21 years old, an OA member, and appointed by the Scoutmaster with the approval of the Committee Chairman. Their role is to assist the youth Representative so that he might succeed in his role as the communication and programmatic link between the unit and the Lodge or Chapter. They promote the incorporation of the Order of the Arrow ideals and programs into the Troop and into the advancement and recognition programs. They attend lodge or chapter meetings with the youth and insure that the information is getting back to the Troop.



FUNCTIONS OF AHOALAN-NACHPIKIN LODGE

Ahoalan-Nachpikin has many events and functions throughout the year. This guide focuses on the specific functions that affect units. For more information on the other functions, you can view the Lodge website and the Lodge Planbook (digital versions of the Planbook are available on the website). The functions covered in this guidebook are Unit Elections, Summer Camp/Camporee events, Summer Camp Promotions, District Events, and Cub Scout Programs.

ELECTION PROCEDURES

Elections are usually held in the spring by an OA Elections Team from your chapter. A chapter officer or member of the Elections Team should contact you to schedule a visit to one of your troop meetings to hold the election; if you have not been contacted by April 1st, please contact the Chapter Adviser in your district. Troops are not allowed to conduct elections without a lodge representative present. This would be a violation of the Order's guidelines. Ahoalan-Nachpikin recommends holding elections between January 1st and April 30th of each year. A **Unit Elections Report Form** will be made available if your troop does not print one from the Troop Master program. **We highly encourage troops to make use of the OA Election Reports in Troop Master.**

Once elected, a "candidate" must participate in and complete the "Ordeal" within one year of his election to become a member of the Order of the Arrow, however he does NOT have to go through a Call Out Ceremony. If he misses the camporee or summer camp where he was Called Out, he can still go through his Ordeal. While the Call-Out Ceremony is an impressive and meaningful way for the boys to learn of their election and is highly recommended, it is actually up to the Scoutmaster whether he would like to wait until the Call-Out for the results to be announced or just to announce them at the meeting. For more information on the induction process, see "Lodge Ordeals" under the heading "Events of the Ahoalan-Nachpikin Lodge" in this Guidebook. Information for Ordeal candidates (registration forms, what to bring, etc.) may be found on the Lodge website.



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YOUTH ELECTIONS

To become a member of the Ahoalan-Nachpikin Lodge of the Order of the Arrow, each youth must be elected by the fellow members of his unit. To be eligible for election, a Scout must:

- ◆ Be a First Class Scout
- ◆ In the last 2 years, have camped at least 15 nights under the auspices of the BSA. Five of those nights must be in a row, in a long-term camp (summer camp, Philmont, etc), and the remaining 9 nights must not be a part of a long-term camp.
- ◆ Have Scoutmaster approval

If a Scout meets these requirements, he may be considered for election by the fellow Scouts in his troop. He must receive 50% or more of the votes of his unit to be elected.

For an election to occur, 50% of the registered active youth must be present. Elections are generally conducted by a secret ballot. Troop Master can print ballots for you, or these can be made by hand. Each youth (the OA considers Youth to be under the age of 21, so a Scouter in the Troop under the age of 21 can still vote in the election, but Scouters over the age of 21 cannot vote) then votes "Yes" or "No" for each person. Therefore they can vote "Yes" for as many of the candidates as they choose. They can also choose to abstain from the voting. If they abstain they do not vote and it does not hurt the candidate's chances the candidate has to receive 50% of the votes turned in. Once the ballots have been turned in, they are counted secretly by the Unit Election team with the Scoutmaster and the Arrowmen fill out the necessary paperwork to turn in to the Lodge.

ADULT NOMINATIONS

Adults are nominated based on their potential to enhance the Order of the Arrow program within the Council. This nomination should not be based on merit, but on what they can offer the program and its purposes as outlined above.

Effective January 1, 2013, each year, upon holding a troop or team election for youth candidates that result in at least one youth candidate being elected, the unit committee may nominate adults to the lodge adult selection committee. The number of adults nominated can be no more than one-third of the number of youth candidates elected, rounded up where the number of youth candidates is not a multiple of



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three. In addition to the one-third limit, the unit committee may nominate the currently-serving unit leader (but not assistant leaders), as long as he or she has served as unit leader for at least the previous twelve months.

Recommendations of the adult selection committee, which consists of the lodge adviser, the chairman of the council committee on which the lodge adviser serves, and the lodge staff adviser, with the approval of the Scout executive, serving as Supreme Chief of the Fire, will be candidates for induction, provided the following conditions are fulfilled:

- Selection of the adult is based on the ability to perform the necessary functions to help the Order fulfill its purpose, and not for recognition of service, including current or prior achievement and positions.
- The individual will be an asset to the Order because of demonstrated abilities that fulfill the purpose of the Order.
- The camping requirements set forth for youth members are fulfilled.
- The adult leader's membership will provide a positive example for the growth and development of the youth members of the lodge.

Nominations for adults may be by a unit leader / committee, or by a district / council committee. An **Adult Candidate Nomination Form** must be completed and submitted according to the instructions on the form; you will find this form on the Lodge website listed under "Forms and Info".

ANNUAL DUES

Many times you will see the phrase "a member in good standing with the Lodge" when looking at different programs of the Order. This means a member who is current on his Lodge Dues. To stay as an active member (and be able to wear the Lodge flap) you must pay yearly dues of \$10. These can be paid online, at the Council Office, or at the OA Trading Post. These dues are a vital way for the Lodge to have funds to be able to support the camp and operate throughout the year. The Ordeal fee for new members covers the first year of dues. Lodge members serving in the Armed Forces will remain as active members without having to pay dues throughout their term of service. For all other members, nonpayment of dues by Spring Ordeal disqualifies them as active members until they pay their dues.



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SEASON PASS

When paying dues, you will be given the option to purchase a Season Pass. This is a program that allows Arrowmen to pay for all their Lodge events at the beginning of the year at a discounted rate. For \$75 it covers the fees for LOAC, Spring Ordeal, Fall Ordeal, Fall Fellowship, Family Banquet, Lodge dues, and the patches for LOAC and Fall Fellowship. Purchased separately this would normally cost \$95. You will also receive a one-time coupon for \$1 off for every \$10 spent at the Trading Post.

TRANSFERRING MEMBERSHIP

Many times adult leaders were inducted into a different Lodge when they were a youth and would like to transfer their membership to our Lodge. To transfer their membership they only have to pay the dues for the current year. When paying dues they will be prompted for contact information and also information on their inductions. According to National policy, an Arrowman may not maintain membership within multiple Lodges and instead should be a member of the Lodge where their primary Scouting registration is.

SUMMER CAMP AND CAMPOREE EVENTS - CALL-OUT PROCEDURES

The Lodge has four primary functions at summer camp: Unit Elections, Brotherhood Conversion, Summer Fellowship, and Call Out ceremonies. If your troop was unable to conduct a Unit Election before camp, it is possible to hold the election at Kia Kima, however it is preferred if this was done beforehand. During the week Ahoalan-Nachpikin also provides an opportunity for Arrowmen to complete their Brotherhood conversion and more information about this is provided later in this guide. Generally on Fridays during summer camp the Lodge also hosts a Summer Fellowship where Arrowmen can come and meet other people from the Lodge and enjoy good food. Finally after the campfire is the Call Out Ceremony.

The Lodge conducts call-out ceremonies during the family campfires at Kia Kima and at District Camporees. It is to publicly recognize those Scouts who have been elected by their unit. Please bring to summer camp or camporee the names of those in your unit who are to be called-out during the campfire – the camp Program Director or OA Camp Chief (or at a Camporee, the OA Chapter Chief) will need this list for the ceremony.



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After the ceremony, each new candidate should receive an **Ordeal Candidate Registration Form** and a sheet entitled **Instructions for Ordeal Candidates** to instruct them on what to do next to become a member of the Ahoalan-Nachpikin Lodge. If he does not receive them, please refer him to the Ahoalan-Nachpikin Lodge website, where he can download these documents. These forms are not mailed to each candidate, so please make sure your elected candidates receive them in time to submit the registration form by the deadline.

If your unit does not attend Camp in-council, you may choose to recognize the newly elected candidates at a unit function, such as a court of honor, in lieu of their call-out at summer camp or camporee. If so, please provide each candidate with a copy of the **Ordeal Candidate Registration Form** and the **Instructions for Ordeal Candidates** found on the Lodge website.

It is important to note that if your unit does not attend Camp in-council you unfortunately cannot hold Unit Elections nor participate in Brotherhood conversions at the out-of-council camp. This is not an Ahoalan-Nachpikin policy, but instead a National policy. Unit Elections and Brotherhood conversion must take place with your home Lodge.

SUMMER CAMP PROMOTION

One of the primary purposes of the Order of the Arrow is promotion of the Scout year-round outdoor experience. The Ahoalan-Nachpikin Lodge believes that the summer camp experience is the highlight of the camping year, and therefore encourages each unit to take advantage of the program opportunities offered at our own Kia Kima Scout Reservation. Each year at KKSR, the lodge also conducts a weekly fellowship on Friday nights before the closing campfire. This is an opportunity for OA members to visit with other members from within our lodge and other lodges who might be represented during that camp week.

Each OA chapter is a part of the District Camp Promotion Team, and helps with the planning of unit visits for the purpose of promoting Kia Kima Scout Reservation to your unit. If you would like to request a visit, please contact the OA Chapter Chief in your district.



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DISTRICT EVENTS

Ahoalan-Nachpikin Lodge has five chapters, which are responsible for carrying out the Lodge program within its districts. While the primary functions of the chapter are membership elections and summer camp promotion, the chapter also functions as a service arm to assist in the program of district events, and should be called upon to help if needed. While service to the district is an important part of the chapter's responsibility, the chapter understands that each member's primary responsibility is to his unit. Examples of this service is building campfires, helping staff events, and delivering food. Some Chapters choose to have small fellowships at Camporees and other functions similar to the Summer Fellowships at Kia Kima. Talk to your Chapter Chief about everything chapter is doing to support district events!

CUB SCOUT PROGRAM

While membership in the Order of the Arrow is not offered to Cub Scouts, the Lodge still actively supports the Cub Scout program. There are several ways for the Lodge to actively assist your Pack. Part of the traditions of the Order is to follow and help preserve American Indian culture. As such we can help by performing American Indian Crossover and Arrow of Light ceremonies. The Lodge also has American Indian Dance and Drum teams that can visit Pack meetings, camp outs, and Cub Scout Day Camps to give demonstration Pow Wows. Contact the Chapter Chief of your District for more information.

MOBILE CAMP

Mobile Camp was created as a way for Troops and Packs to receive assistance with teaching Scout skills and First Class Advancement. Its purpose is to provide the Summer Camp experience, knowledge, and material year-round as part of our Camping Promotions program. Arrowmen from the Mobile Camp committee can come to Troop/Pack meetings or even camp-outs depending on the location to help instruct. Most of our committee members have worked on Kia Kima staff and have knowledge and experience instructing Scouts. They instruct using hands-on demonstrations that utilize the EDGE method so the Scouts will be able to fully master the skills. Contact the Committee Chairman at mobilecamp@chickasawoa.org to schedule a visit. Different things that he will need to know are location, time, how many people are requested, and the skills they will be teaching. Previous visits have included teaching Orienteering skills, knots, backpacking, and Arrow of Light advancement. If you have any ideas or questions about what they can instruct please feel free to ask!



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EVENTS OF THE AHOALAN-NACHPIKIN LODGE

LODGE CALENDAR

Below is the Lodge Calendar for **2014-2015**. These dates were approved during a Lodge Executive Committee Meeting. Please make note of these dates as you plan your unit's calendar, to allow the OA members in your unit maximum opportunity to participate in the Lodge's events.

2014-2015 CALENDAR

September 12-14, 2014	Fall Ordeal	Camp Currier
September 19-21, 2014	OA Mississippi Gathering	Camp Yocona, Randolph, MS
October 10-12, 2014	Fall Fellowship/Elections	Camp Currier
October 17-19, 2014	ScoutBase ServiceCorps	Tunica, MS
December 6, 2014	Family Banquet	TBA
January 1 - April 30, 2015	Unit Elections	Individual Units
January 30 - February 1, 2015	LOAC	Camp Currier
April 17-19, 2015	Section Conclave	Camp Buck Toms, Knoxville, TN
May 15-17, 2015	Spring Ordeal	KKSR
August 3-7, 2015	NOAC	Michigan State University, E. Lansing, MI



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CONCLAVE

The Ahoalan-Nachpikin Lodge belongs to Section SR6, along with eight other OA lodges from Tennessee, Kentucky and Mississippi. Every year, these lodges meet for fellowship and competition during a weekend at one of the Scout camps in the Area. Called a conclave, this event is always enjoyed by all that attend.

The 2015 Section SR6 Conclave is on the weekend of April 17-19 at Camp Buck Toms near Knoxville, TN. Pellissippi Lodge will host this event, and this will be a great opportunity for your OA members to meet and interact with OA members from throughout the Section. More information on how members in your unit may register will be available on the Lodge website (www.chickasawoa.org).

LODGE ORDEALS

To become a member of the Order of the Arrow, an elected candidate must attend and complete the “Ordeal” within one year of his election. The Ahoalan-Nachpikin Lodge holds two Ordeal weekends each year to allow every candidate several opportunities to attend one after their election.

Each candidate must register for the Ordeal that he intends to attend by completing the **online registration through the Chickasaw Council DoubleKnot calendar**.

All lodge members are invited to participate in the Ordeal weekend. The Ordeal is typically finished by 10 AM Sunday morning.



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BROTHERHOOD MEMBERSHIP

The Ahoalan-Nachpikin Lodge encourages every Ordeal member to seal their membership in the OA by becoming a Brotherhood member. Ordeal members that have been a member for at least 10 months are eligible for Brotherhood membership. Brotherhood Conversion involves learning more about the symbols and traditions of the Order. The Brotherhood is represented on the OA sash by two bars on either end of the arrow.

The Brotherhood ceremony is offered at LOAC, Fall Fellowship, KKS Summer Camp and the Ordeals. Further requirements for Brotherhood membership are described in the Order of the Arrow Handbook.

NATIONAL OA EVENTS AND OPPORTUNITIES

Every 2 to 3 years, the National Order of the Arrow Conference (NOAC) is held for one week on a major university campus in the late summer. The NOAC is similar in scope to a National Jamboree, in that lodges from across the country send delegates for training, fellowship, competition, and fun. All OA members in the Lodge are eligible and encouraged to become a part of the Ahoalan-Nachpikin Lodge Contingent – it will be a trip to remember! Contact the Lodge Adviser or check the website if your members are interested. The next NOAC will be in 2015 at Michigan State University, and it is also the Centennial Year for the Order of the Arrow!

ORDER OF THE ARROW HIGH ADVENTURE

Order of the Arrow High Adventure is another summer program for older Scouts. It is a two week program offered at each of Scouting's High Adventure bases. OA Trail Crew is at Philmont Scout Ranch, OA Wilderness Voyage and Canadian Odyssey are at Northern Tier and OA Ocean Adventure is at Sea Base. This program allows participants to provide service for the bases in the form of trail building for the first week, and then plan their own personalized trek for the second week. This all comes at a much cheaper rate than visiting with a unit and is a great opportunity for older scouts who want to go back to the bases. If any of your Scouts are interested in OA High Adventure, you can contact the Lodge Adviser or visit <http://adventure.oa-bsa.org>.

The Lodge also operates an OA High Adventure Scholarship for those wishing to attend one of the OA High Adventure programs. The scholarship is based on financial need however there are a few other requirements. More information can be found on our website.



PUBLICATIONS OF THE AHOALAN-NACHPIKIN LODGE

LODGE WEB SITE

The Lodge maintains a web page, found at www.chickasawoa.org, which contains up-to-date information on Lodge events and programs, as well as all of the forms mentioned in this guidebook (and many other useful items!). We also encourage all members to sign up for the Lodge email list on the website, which will provide email reminders and breaking news to the list. Youth members maintain this web page, and the web team is always interested in hearing from members who have an interest in helping with this service.



LODGE ONLINE CALENDAR

The Lodge has a planning calendar on the web, found at the Chickasaw Council Calendar web page. This calendar can be very helpful in incorporating Ahoalan-Nachpikin Lodge functions into your unit calendar. It is a Doubleknot calendar that also allows you to register and pay for events using it.

SOCIAL MEDIA

The Lodge operates an official Facebook page at www.facebook.com/lodge558. Here the Lodge also provides updates and information regarding events and activities of the Lodge. You are also able to sign up for the mailing list from the Facebook Page and view the Planbook.



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LODGE NEWSLETTER

The official newsletter of the Ahoalan-Nachpikin Lodge is *The Dancing Bear*, which is published quarterly. News on past events, along with pertinent details on upcoming events, is included in each issue. This newsletter is edited and published by a youth staff and all members are invited to submit articles for consideration.

WHERE TO GO CAMPING GUIDE

As part of their camping promotion service, the Ahoalan-Nachpikin Lodge publishes a “Where to Go Camping Guide” and provides it to each unit in the Council. This guide is reviewed yearly, and updated as needed. The Lodge encourages you to submit your favorite camping or hiking sites for inclusion, and welcomes your comments and reviews of the sites listed.

LODGE PLANBOOK

The Lodge Planbook is a book published yearly with information on the current officers, the lodge goals, the year’s calendar, select forms, and other information. Printed copies of the Planbook are given out to new members in their packet after they complete their Ordeal. Digital copies of the Planbook can be found online at the Lodge website.





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2014 Printing