

OUTPOST RULES

MARIPOSA, CALIFORNIA

MAY 27, 1995

6000

REVISED

ANTIOCH, CALIFORNIA

MAY 24, 1997

6002

REVISED

SONORA, CALIFORNIA

MAY 18, 2013

6018

OUTPOST RULES

PAGE 1

The following rules will be employed by the Proctors to the Grand Council of E Clampus Vitus (Clamproctors) in governing non-chapter groups and evaluating applications for new chapters.

The Grand Council does not recognize any entity of E Clampus Vitus except legally chartered chapters or other special purpose groups that it may designate. Splinter groups of any kind forming within the assigned or protected territory of any chapter (or chapters) will be the sole responsibility of the chapter(s); may exist only with the expressed permission of the sponsoring chapter(s); and are subject to annual review by the Clamproctors. A proctor liaison shall be appointed by the Clamproctorate for each case in question and shall be copied with all correspondence between outpost, sponsoring chapter(s), and any other entity within or outside E Clampus Vitus.

“It is strongly emphasized that just because a non-chartered group (Outpost) is allowed to exist, does not mean that it will be there in perpetuity.”

Applicants for new chapters within an existing chapter’s territory will have the sponsorship of the chapter(s) whose territory the intended new group will occupy “and” the written approval of all recognized chapters adjoining the new territory. In some cases a large assigned territory may be divided due to the administrative distances involved. A group of Clampers in good standing in their home chapter but residing in an open or non-assigned area of a continental state may be sponsored by a parent chapter that is in good standing with the Clamproctorate. Applications for new outposts within an open or non-assigned area must originate within an area that is contiguous to a recognized chartered chapter(s). An outpost that would become the only chapter in a state must be contiguous to a state with two or more chapters or contiguous to two states with chapters in each state at the time of its chartering. This requirement can only be waived by review and vote of the Clamproctors. A sponsoring chapter must notify the Clamproctors, through the Sublime Noble Grand Recorder, within sixty days of the official sponsorship of an outpost. The sponsoring chapter will annually, at the meeting of the Proctors, advise the Clamproctors as to the status of this outpost or more often if deemed necessary.

Applications for new outpost and the possible advancement to provisional, probationary, and chapter status must be submitted in writing by the Noble Grand Humbug(s) of the sponsoring chapter(s) to the Sublime Noble Grand Humbug (through the Sublime Noble Grand Recorder) at least 90 days in advance of the annual meeting of the Clamproctors. This must be accompanied with written approval from the Noble Grand Humbugs of all chapters adjoining and sponsoring the intended new territory.

Applications to the Clamproctors requesting Fledging, Provisional or Probationary status, must be made by the sponsoring chapter(s), *not by the applicant.*

Applications for new chapters will undergo close examination by the Clamproctors in the following areas: **Need, Organization, Leadership, and Historical Involvement.**

1. Need: The need for a new chapter shall be based upon the proximity to existing chapters; the number of Clampers in the area and the degree of their deprivation; the potential impact on the Order; and any other consideration that may come under discussion.

OUTPOST RULES

PAGE 2

2. Organization: Applicants will be required to demonstrate to the Clamproctors the potential for an organization that will have strong local membership, be efficient, self-sustaining, and independent of continuing support from the sponsoring chapter(s). The exact number of “active” members is not fixed at this time, but a minimum of at least 50 to 100 should be a general target.

3. Leadership: Strong leadership and the potential for a continuing chain of leadership must be evident. Leadership qualities of individuals to be judged by the Clamproctors will specifically include experience and motivation.

4. Historical Involvement: Applicants must display a basic interest in western history, some knowledge of regional history in their own area, and must outline the historical activities in which the new chapter intends to participate.

**A sponsoring chapter(s) shall use the following rules, guidelines
And suggestions in its administration and guidance of an outpost.**

OUTPOST – FLEDGLING

- ❖ All communication between an outpost and any other Clamper entity will be after review and permission of the sponsoring chapter.
- ❖ An outpost may be assigned specific tasks by the sponsoring chapter as a condition of its formation and continued existence.
- ❖ The sponsoring chapter will review and approve an outpost’s organizational plan, proposed territory to be served, and the proposed outpost name.
- ❖ An outpost may hold functions with the “approval,; “guidance,;” and “presence” of the sponsoring chapter. However, “only” the sponsoring chapter is authorized to conduct initiations and issue certificates. All PBC’s will be members of the sponsoring chapter.
- ❖ All outpost officers will be full or associate members of the sponsoring chapter. It is recommended that all outpost members become associate members of the sponsoring chapter.
- ❖ A sponsoring chapter shall insist that the outpost comply with all insurance and other legal requirements to insulate the sponsoring chapter from legal action against it.
- ❖ At the discretion of the sponsoring chapter, the outpost may or may not operate financially independent of the sponsoring chapter. If the outpost is operating financially independent of the sponsoring chapter, the sponsoring chapter shall request a financial report quarterly. This report should include an accounting of monies received, expenses, and proposed future expenditures. Bank statements should be presented and verified by a responsible outpost member.
- ❖ An outpost shall, at the discretion of the sponsoring chapter, provide an inventory and value of all property held at the end of each year.
- ❖ An outpost will present to the sponsoring chapter an annual plan outlining the intended historical undertakings for the upcoming year.
- ❖ An outpost checkbook should require two signatures.
- ❖ A recognized Outpost **Must Incorporate as an entity not bearing reference to E Clampus Vitus** until it has achieved full chapter status, at which time it may rename itself as a recognized Chapter of ECV.
- ❖ A recognized Outpost Must Purchase and Carry Active General Liability Insurance at all times.

- ❖ Outpost officers “**Will Not**” have **ECV** titles, **nor** use items containing the **ECV** logos without the review and approval of the sponsoring chapter and possibly the Clamproctors.

OUTPOST RULES

PAGE 3

- ❖ If any kind of **ECV** designation is used, you must include your sponsoring chapter’s name in **all the places** that the **ECV** designation appears.
- ❖ The organizational plan of an outpost should include some provision of officer rotation to develop depth in leadership. If a charter is eventually granted, these same people may then serve as Humbugs.
- ❖ If requested, an outpost will provide the sponsoring chapter a copy of the minutes of every business meeting. These minutes will include a Gold Dust Report and should be sent to the Humbug, Recorder, and any other designated person.
- ❖ If a member of the outpost creates a problem that reflects poorly on the sponsoring chapter of E Clampus Vitus, the outpost status may be revoked immediately pending review of the problem. **The sponsoring chapter is responsible for all the actions of its outpost.**
- ❖ An outpost must support the sponsoring chapter by helping to insure the success of the sponsoring chapter’s functions. This would include attending and helping at sponsoring functions and the bringing of PBC’s.
- ❖ It is suggested that an outpost be represented by a member of its board at all meetings of the board of directors of the sponsoring chapter. This representative could make the report on finances and activities if requested.
- ❖ The sponsoring chapter may elect to have at least one representative at all outpost functions and meetings to insure correct guidance and communication.
- ❖ A sponsoring chapter should ensure that all communication with its outpost is conducted in writing as well as orally.
- ❖ It is suggested that communication between chapter and outpost be directed to more than just one individual on both the outpost and sponsoring chapter’s boards. While communication between a NGH and his counterpart on the outpost board is indispensable as a method of conducting business, it is important that there be additional liaisons on both boards that hopefully will remain in that position through chapter status. Thus the sponsoring liaison, probably in XNGH, would then be in communication with someone in addition to the outpost chairman ensuring that communication does not pass through only one individual on each side.
- ❖ A sponsoring chapter is encouraged to contact other chapters that have previously sponsored outposts as a resource, for successful outpost guidance.
- ❖ The goal of a Fledgling should be to build its membership over a period of two to four years and to demonstrate strength and stability to the sponsoring chapter.

Upon its annual review by the sponsoring chapter and lack of any response from the Clamproctors, a Fledgling status Outpost may be proposed for advancement to the next level (Provisional), kept at the Fledgling level, or it may be dissolved by the sponsoring chapter.

OUTPOST RULES

PAGE 4

OUTPOST – PROVISIONAL

A group that has existed as a Fledgling and has shown indications of becoming a viable chapter, may be granted Provisional status by the sponsoring chapter. This provisional status group will continue to adhere to “**all**” fledgling guidelines. Additional obligations may be assigned by the sponsoring chapter. These tasks may include historical research, historical preservation, and erection of plaques. A provisional should at this point operate financially independent of the sponsoring chapter. The sponsoring chapter will continue to monitor the group and afford direction. The provisional must continue to build a strong membership with rotation of leadership for depth. Provisional status may last from one to five years.

Upon its annual review by the sponsoring chapter and lack of any response from the Clamproctors, a Provisional status Outpost may be proposed for advancement to the next level (Probationary), kept at the Provisional level, or it may be dissolved by the sponsoring chapter.

OUTPOST – PROBATIONARY

A group that has progressed through both Fledgling and Provisional status and has shown the organizational skills and interest in history to become a full chapter in E Clampus Vitus may be granted Probationary status by the sponsoring chapter with the approval of the Clamproctors. The probationary group will continue to adhere to “**all**” Fledgling and Provisional Outpost guidelines. Initiations will continue to be conducted under the strong supervision of the sponsoring chapter. The issuance of membership certificates in the group’s own name will only be done “**after**” receiving full chapter status from the Clamproctors. “**Not Before**” Additional obligations, tasks, and historical participation may be required by the sponsoring chapter and or the Clamproctors. The sponsoring chapter will continue to monitor this group during this period and should be prepared to give a full report to the Clamproctors when requested. The probationary group will continue to build a strong, “**active**” membership with good depth of leadership.

After one to two years the probationary group may, through the sponsoring chapter, petition the Clamproctors for full chapter status. Tradition has been to deny this petition on the first appearance, while at the same time encouraging the group to return the following year for another try. There is a reason for this and most existing chapters have had to go through this process. It is extremely important that a potential chapter demonstrate to the Clamproctors the ability to survive on its own.

If the Probationary group is not approved for full chapter status it may be left on Probation for a specified period, returned to Provisional status, or dissolved by the sponsoring chapter, after an in depth review of the Clamproctors.