



## Malibu Lodge Guidance For Virtual Chapter Meetings

### Zoom:

<https://zoom.us/home?zcid=2478>

**NOTE:** This will require a computer with audio capability, (video not required, but recommended), capacity to download zoom zip/plug in, and WiFi. Due to increase in demand, zoom no longer has dial-by-phone capabilities for basic(free) accounts.

**How to Host a meeting:** (Includes step by step w/pictures)

[How Do I Host A Video Meeting? – Zoom Help Center](#)

### How to Join a Meeting:

Joining the meeting is relatively straight forward. A. Copy Paste Link into a Browser. B. Sign in & Join Meeting. C. If you don't have a zoom account or don't wish to sign in use the meeting ID. D. If you require more instruction than that, here is a link with a video that is good. Link is here:

[Joining a Meeting – Zoom Help Center](#)

### Tips for Hosting:

[Best Practices for Hosting a Digital Event](#)

## Free Conference Call (.com)

[FreeConferenceCall.com: Free Audio Conferencing](#)

[How It Works](#)

## Netflix Party

[Netflix Party](#)

**How to use/How it works:**

[How to use Netflix Party - how to remotely share Netflix movies](#)

**NOTE:** When choosing a movie, remember to keep it PG13 or below.

## Skribbl.io

<https://skribbl.io/>

**How to use:** [How to Create a Private Room in Skribbl.io](#)

## Other Ideas

1. Virtual Scavenger Hunt. Ex: 1 person calls out an item, say, something yellow. Everyone playing has [\_\_\_\_ time] to find said item. Point goes to the person w/most unique item. Eliminate Last person to appear.

**When operating virtually, please remember to adhere to the YPT Guidelines.**

General YPT from Guide to Scouting: <https://www.scouting.org/health-and-safety/gss/gss01/>

BSA Social Media/Online Guidelines: <https://scoutingwire.org/social-media-guidelines/>



# Guidance For Virtual Troop Elections

## National Guidelines Overview

1. “The National OA Director has approved lodges to hold virtual unit elections through July 1, 2020.”
2. “Due to the cancellation of many induction events, candidates that were elected February 1, 2019 through July 1, 2020 will have 24 months from the date of election to complete their ordeal”.

Link to full announcement: [Virtual Unit Elections and Induction Date Extension](#)

## Guidelines

The following guidelines should be followed in order to conduct virtual unit elections.

1. The Lodge and Council leadership must approve of units holding virtual unit elections.
2. The unit leader must agree to a virtual election.
3. The Lodge Unit election team and the appropriate forms/videos must be able to be presented to unit members. (Use of some type of online meeting technology required.)
4. The unit leader should continue to validate those eligible for elections.
5. A means to confidentially collect votes for eligible unit members must be available and used. **NO OPEN VOTE COUNTING IS TO BE ALLOWED.**
6. Conduct your election in accordance with the Election to Ordeal process outlined on page 23 of the Guide for Officers and Advisers which can be found here: [Guide for Officers and Advisers](#)

## Resources

National’s How To: <https://docs.ou-bsa.org/display/OATECH/Zoom+For+Unit+Elections>  
**UNIT ELECTIONS RULES AND PROCEDURES**

Unit Election Video: <https://youtu.be/IHI81b1m41Q>

Virtual Unit Election form [https://docs.google.com/forms/d/1yw6YWzOhZAmUrau1D1RNze\\_x2XAzEVzIc\\_YJ3NF1ojmg/edit?usp=sharing](https://docs.google.com/forms/d/1yw6YWzOhZAmUrau1D1RNze_x2XAzEVzIc_YJ3NF1ojmg/edit?usp=sharing) (**NOTE: DO NOT EDIT THIS FORM DIRECTLY, COPY THEN EDIT**)

## Other Notes

1. To play the video during the election, screenshare the video. Note: Video does become a bit choppy when played over zoom. Still playable/understandable.
2. This google form is set too and requires users to sign into a gmail. (Does not record login) This is to insure users can only fill out the form once.
3. As gmails are required, I have created the following special accounts in case a youth does not have a gmail. **These are to be used for the Virtual Elections only and will be deleted come July 1st 2020.** A. [malibu566ve1@gmail.com](mailto:malibu566ve1@gmail.com) Pass: lodge566  
B. [malibu556ve2@gmail.com](mailto:malibu556ve2@gmail.com) Pass: 566Lodge C. [malibu566ve3@gmail.com](mailto:malibu566ve3@gmail.com) Pass: RBVisthebest



## Guidance For Virtual Troop Elections Cont.

4. It is possible to do the following in Google Form.
  - A. **Live Voting.** It is possible/recommended when conducting virtual elections to create accepting response windows. To do this, go into forms. Click on responses. Look for Accepting Responses and click. Once you click, your page should change color and say not accepting responses. Undue, open, and close as needed.
  - B. **Sharing results.** Should a scoutmaster/alternative question the validity of the election/wish to see the ballots and/or should you need to share data to the overseeing adviser it is possible to do that. To do so, open form. Click on responses. Click on create spreadsheet. Download and email. **Results should never be shared with a youth not on the election team. Exercise caution and common sense.**
  - How to view responses video: <https://youtu.be/SwVG9hYxQpE>
5. It is recommended that for each unit election a copy of the form is made to be unit specific. That way, responses from different units can be recorded separately.
6. Provided the scoutmaster approves, it is **highly recommended** that you announce the results of the election after the voting is completed and you have tallied up the results. (Use the time while tallying votes to finish the video, discuss opportunities in the OA more, etc).
7. Immediately following the election you should email or give the candidates the candidate letter. The lodge also recommends scheduling a pre-Induction or “OA Welcome Session” ASAP.
8. Also, **at least** 2-3 arrowmen and one adult should be on the election team. Of course this is generally speaking standard procedure, but a good note still
9. Extra caution and diligence are advised when conducting virtual elections.

### Other Recent Publications

BSA Statement on COVID-19: [COVID-19 FAQ](#)

Order of the Arrow’s Response to COVID-19: <https://oa-bsa.org/coronavirus>

Chiefly Speaking From the National Chief: [Chiefly Speaking: From the National Chief Regarding COVID-19](#)

OA Today (national newsletter): [OA Today March 2020- Pub. 3/26/20](#)

OA Communications Toolkit: [Communications Toolkit](#)

Malibu Lodge Homepage: <http://malibulodge.bsa-la.org/>