Thank you for your continued Scouting leadership. Your efforts are greatly appreciated. Annually, Scouting units complete the charter renewal process by updating their roster and selecting the unit leadership with the assistance of the Chartered Organization.

Unit rechartering can appear difficult, but it doesn’t have to be. Your commissioner team, unit serving executive and our staff are prepared to assist you in the charter renewal process. Please be aware there are changes that are in effect for this coming year.

- The safety of our members is the most important part of the Scouting experience. All registered adult volunteers and Venturing members over the age of 18 must submit the “Additional Disclosures & Background Check Authorization” form. The BSA perform periodic rechecks of criminal backgrounds to support the continued safety of youth in our programs.
  - We ask unit leaders to submit the signed “Additional Disclosures & Background Check Authorization” to the leader responsible for charter renewal by November 15.
- Insurance costs have been subsidized up till, but with annual insurance costs in excess of $150,000 dollars, the Council can no longer continue to remain fiscally strong. In the 2020 chartering cycle, insurance premiums will be one dollar ($1) per month per registered member to equal an annual fee of $12 per registrant.
- The National Council, Boy Scouts of America, is considering a fee increase for 2020. While the fee increase will affect this charter process, unfortunately, the amount of any increase will not be known until approximately November 1. We recognize the timing of this likely fee increase creates challenges. As soon as we know more, we will share it.

To ensure a smooth turn-in process, utilize the Audit Checklist to ensure all the necessary steps are completed; then submit your charter packet NO LATER THAN DECEMBER 13th at one of the locations listed on the back of this letter. In order to be prepared for you arrival, please schedule your rechartering turn-in at: https://bit.ly/2lxsWUw. Units that do not submit the charter renewal packet by December 30 will incur a $75 late fee.

Unit Charter Renewal System (UCRS)
To access the Unit Charter Renewal System visit lecba.org/resources/charter-renewal. Click on the link for Online Rechartering System. Once the unit charter is officially processed, membership cards, and the charter certificate will be available online for printing by your unit at my.scouting.org.

*** UNIT ACCESS CODE ***
Access Code: «Access_Code»
District (Service Area): «District_Name»
Charter Organization: «Sponsoring_Org»
Unit: «Unit_Type» «Unit_No»

Do not hesitate to reach out to a member of our team or any of our commissioners for charter renewal assistance. Thank you for taking the time to volunteer in Scouting!
Charter Renewal Turn-in Dates & Locations

**Thursday, December 5**
Garfield Hts. Public Library
7:00 - 8:30 PM
5409 Turney Rd
Garfield Heights, OH 44125

**Monday, December 9**
8:00 AM - 4:30 PM
LEC BSA Unit Service Center
2241 Woodland Ave
Cleveland, OH 44115

**Wednesday, December 11**
7:00 - 8:30 PM (Roundtable)
Firelands Scout Reservation
13782 Gore Orphanage Road
Wakeman, OH 44889

**Tuesday, December 10**
8:00 AM - 4:30 PM
LEC BSA Unit Service Center
2241 Woodland Ave
Cleveland, OH 44115

**Thursday, December 12**
7:00 - 8:30 PM (Roundtable)
Berea United Methodist Church
170 Seminary Street
Berea, OH 44017

**Wednesday, December 11**
8:00 AM - 4:30 PM
LEC BSA Unit Service Center
2241 Woodland Ave
Cleveland, OH 44115

**Thursday, December 12**
7:00 - 8:30 PM (Roundtable)
Geneva United Methodist Church
89 S Broadway
Geneva, OH 44041

**Thursday, December 12**
8:00 AM - 4:30 PM
LEC BSA Unit Service Center
2241 Woodland Ave
Cleveland, OH 44115

**Friday, December 13**
8:00 AM - 4:30 PM
LEC BSA Unit Service Center
2241 Woodland Ave
Cleveland, OH 44115

**Venturing Units only**

**November 22-24**
Venturing Weekend (Venturing only)
Beaumont Scout Reservation
R 45 N
Rock Creek, Ohio 44084

**Tuesday, November 26**
Venturing Officers Association & Roundtable
Lake Erie Council Unit Service Center
2241 Woodland Ave
Cleveland, Ohio 44115