

Boy Scout Troop



336



Chesapeake City, Maryland

MEETING MINUTES

Meeting Details

Meeting:	Troop 336 Committee Meeting
Meeting Date & Time:	01/12/2009 7:00pm
Meeting Location:	Trinity United Methodist Church
Attendees:	Arnie, Brian, Gail, Patty, Linda, Mary Ellen, Kevin, Katie, Cheryl, Lule, Michelle, Mike, Al and Robyn
Not in attendance:	Kim

Meeting Notes

1. Welcome-Michelle

a. Introduction

Michelle gave a brief history her past and present experiences, including rolls and positions held within both Girls Scouting and BSA organizations. As new Committee Chair she looks forward to working with the committee and facilitating at troop committee meetings.

b. Discussion about changing future Committee Meeting Dates

There was discussion regarding the possibly of changing Committee meeting dates.

- **A vote was taken and resulted in a majority decision to maintain the current frequency and dating format going forward.**

c. Finalize Committee Members

1. Training needs

- Cheryl agreed to take on role of updating Troop Master Program with Training information for Adults in the troop.
- Al to forward spreadsheet and pertinent information that he has to Cheryl for electronic inputting.
- Recommended that all Committee members take the following on – line trainings available on the district website. BSA membership number found on your membership card is required to register on line for training. If you need your member number, Michelle can provide it through district. Some training can be obtained on line without a member number but verification of completion of training will not be recorded on a district level.

1. "This is Scouting"

2. Youth Protection Training

3. Committee Member Training

2. Roles/Responsibilities/Expectations

- A spreadsheet containing current roles within the committee and the individuals designated as responsible for those commitments was reviewed by the group and passed around for confirmation. Contact information was also verified by each individual present.
- Updated spreadsheet to be forwarded to Webmaster for Troop website Contact / Roles lists.
- A packet of print outs containing the title of each role listing a description of each role and the responsibilities was made available for each individual to review.
- We need a quartermaster immediately; Al is working on someone in particular

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- Training Chair is no longer necessary; Cheryl can keep those records in Troop master
 - We will need to identify a replacement treasurer for Nancy within this year so we can begin transition in 2011
 - Al will be transitioning into the Scoutmaster role during 2010 and will take on the role beginning in January 2011
 - Mary Ellen Sheffield will become our Public Relations Chair replacing Patty Croce immediately
 - Randy McClennan transitioned to troop 340 last year; we need to remove his name from the trailer and bank accounts
- d. Information Exchange Expectations**
1. District E-mails
 - Individuals who prefer to receive all District e-mail communications provided their names directly to be included in the district distribution
 - Michelle will filter and forward pertinent district communications to the troop committee members
 - Mike will filter and forward pertinent district communications to the Assistant Scout Masters
 - Arnie and Cheryl would like to remain on the e-mail list
- 2. Committee Reports**
- a. Treasurer's Report-Nancy**
 - Current print out was provided and followed by a review of Troop account and Scout accounts
 - Discussion regarding the need to remove Randy McLennan as a signer
 - b. Fundraising Chair Report-Mary Ellen**
 1. Update on letter to the Odd Fellowes
 - Letter has been written and sent on Jan. 11th with requested details of troop equipment and funding needs
 - They meet Thursdays so we should hear something soon
 2. Deer Hunt Fundraiser @ Fair Hill
 - Big thank you to Bill and everyone that participated by donating time, supplies and talents for pulling things together. It was a successful event and Al committed the troop for next year. Thank you Al.
 - Lots of lessons learned for next time. Bill has provided the troop Fundraising Chair with all the details required to effectively plan this event for next year.
 - c. Scout Parent Coordinator Report-Cheryl**
 1. Troop Master Software Update
 - Data entry is nearly complete
 - Information and instructions regarding the use and updating of Troop Master Program will be forwarded to everyone. Updates for individuals to be entered in as they occur for maintenance of accurate record keeping
 - A link will be added to our website for ease of access
 - d. Webmaster Report-Arnie**

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1. Website Implementation/Yahoo Group Shut Down
 - Updated Roles/Responsibilities spreadsheet to be forwarded to Webmaster for Troop website Contact / Roles lists. Contact preferences and information was reviewed by individuals present.
 - There will be four distribution lists for use in conjunction with the Troop website. Scoutmaster & Assistant Scoutmasters, Committee Members, Scouts only, and Troop 336 (encompassing everyone associated with the troop)
 - Boys working with the Webmaster on the Website update project are very engaged and participating the project.
 - Old yahoo site to be shutdown in the very near future. Our "new" website is www.bsatroop336.org .
 - Webmaster will be presenting information and regarding contact distribution lists and training on the "New" website to the Troop at Scout meeting on 011310.
 - Webmaster will also be available for a minute or two to review Website use with Adults and Parents after spending required hour with Patty.
- e. Advancement Chair Report-Tim
 - Expressed need for Court of Honor in very near future. Discussion resulted in need to schedule court of honor before March. Details to be worked out by Scout masters and Advancement chair.
 - Boards of reviews are scheduled over the next couple weeks.
 - Advancement information is being gathered and recorded in electronic spreadsheets by Assistant Scout master Sheffield and from these lists additional candidates for Board of reviews will be identified.
- f. Activities Chair Report-Katy
 1. MB Colleges
 - Middletown MB College; first session took place Jan. 9th, 14 boys were signed up. Session two on Feb. 27th.
 - Salisbury MB College; first session is Feb. 6th. Due to early start, group is planning to go down to Salisbury Friday evening and staying near Salisbury Campus. Accommodation details and information to come. Schedule begins @ 7:40. 6 boys are registered to participate.
 2. Klondike Derby
 - Event is this coming weekend. Jan .15,16 &17 at Camp Rodney
 - Troop has 15 boys and 3 Assistant Scout masters registered to participate.
 - Kevin and Dave to provide additional transportation to drop off on Friday and pick up on Sunday
 3. Ski Trip
 - Feb. 5, 6 & 7th. Only 14 people have signed up so far. Announcement to be made at Troop Meeting for the last call for scout spots. Once all scouts who are interested have had the final opportunity to sign up, the remaining openings will be offered to scout family members and siblings.

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Additional events that came up in discussion:

- Scout Sunday Feb. 7th
 1. Gail to Inquire and co-ordinate with Trinity.
 2. Michelle to Inquire and co –ordinate with St. Rose
- Feb. 8th – officially the 100th Anniversary of Scouting
- Summer Camp Deposits due 2/7/10

g. Quartermaster Report-Al

- Requesting approximately \$150.00 for repairs and tires for Troop equipment trailer. Several estimates were acquired for new tires in the range of \$90. Supplies for other repairs include sealant for the roof and wood for flooring.
- **A vote was taken and resulted in a majority decision to approve the request for funding to purchase new tires and supplies for repairs for the Troop trailer**

h. Community Service Report-Kim

1. Trinity rotating Homeless Shelter Dinner Mar. 3rd-Terri
 - Request for side dishes to accompany meal. Sign up sheets will be presented at future Troop Meetings prior to event date
2. Request for sanding and painting Handicapped Ramp at trinity-Terri
 - Terri is point of contact for sign ups to help with ramp service project

3. Round Table Recap-Mike

- Scout Week – Feb. 7th – 14th
- District Diner –Apr. –New Date to be determined
- District Pinewood Derby – Apr. 23rd
- Training – Title : [This Is Scouting](#) “New leader essentials” training should be taken by all direct contact leaders
- Wood Badge training will be available Apr.30 to May.1st and May. 21st to May. 23rd
- New OA rep. Bill Wiser will be contacting troops in the next few months

4. Miscellaneous

i. Scout Master and Assistant Scout Master Leaders meeting Update- Kevin

- Discussion from meeting resulted in review of parent involvement in scouting events and training requirements.
- Proposal presented to require registration with BSA if parents/adults want to participate in scout outings. Reviewed with Rob Billings and there is agreement with proposal.
- Parents are guests on troop outings. The Intention is educate and outline that the program is a boy run program. Giving Adults/Parents a better understanding and allowing the boys to have more of a growth opportunity to follow and to lead.

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- The proposal is to require both Fast Start and Youth protection training. The training is available on line on the Delmarva council website. Membership @ from BSA membership card is required to register, or print out completion information to provide copy of completion to be recorded in Troop Master Program. On line training takes approximately 1/2 hour to hour for both topics.
 - **A vote was taken and resulted in a majority decision to approve the requirement that any adult/parent who wishes to participate in a Troop Scout outing will be required to be registered with BSA and be trained in the "Fast Start" Training program and the "Youth Protection" training program.**
 - Kevin to work with Scout Masters to develop communication regarding requirements to present to parents and scouts.
 - We should designate two scouts to report to Mike when school event take place-one for middle school and one for high school
- j.** CPR Class Update-Patty
- No update, waiting to hear from point of contact, will follow up again next week.
- k.** Charter Correction Update-Gail
- Corrections have been made to reflect Michelle as committee chair on current charter
- l.** National Camping Award Update-Patty & Gail
- Provided what records and information that has been kept pertaining to number of nights camped for scouts in troop 336. And forwarded to Katie with recommendations for future record keeping.
 - Cheryl to add information to Troop Master for record keeping.
 - Clarifications regarding point of contact at district.
- m.** Troop Booklet Update-Mike/Arnie
- The requirement that any adult/parent who wishes to participate in a Troop Scout outing will be required to be registered with BSA and be trained in the " Fast Start" Training program and the "Youth Protection" training program will be added to the troop booklet
- n.** Trailer Title Update-Al
- Title signatures have been taken care of, remaining process of changes being taken care of.
- o.** Trailer Registration Update-Michelle
- Title signatures have been taken care of, remaining process of changes being taken care of.
- p.** Christmas Dinner Recap-Michelle
- A thank you to all you helped, with time talents and donations. Learning's will be helpful for next dinner function
 - Noted for future reference to take into consideration any dietary restrictions that participants may have. Request input from scouts **regarding this subject** to make sure that inclusion of special needs be considered at future events.
5. Thank you for everything you do for Troop 336!!!
- Those in attendance received choice of a scout calendar or a BSA tote bag as tokens of appreciation
6. Take aways

Take Aways	Assignee	Target Date
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Send Cheryl Training Spread sheet	Al	1/31/10
Update troop master with training taken by committee	Cheryl	2/9/10
Complete on-line Training: This is Scouting, Youth Protection, and Troop Committee	All Committee Members	2/9/2010
Update Committee Contact List	Michelle	1/31/10
Forward Committee Contact List to Arnie for posting to the website	Michelle	2/9/10
Update District Contact List	Michelle	2/9/10
Remove Randy McLennan as a signer on the Checking account and add Mary Ellen Sheffield	Gail & Nancy & Mary Ellen	2/9/10
Add Deer Hunt to the calendar with a January TBD date	Katy	2/9/10
Forward Troop Master instructions and passwords to committee	Cheryl	2/9/10
Implement troop 336 website	Arnie	1/31/10
Provide training for website e-mail usage	Arnie	1/31/10
Shut down Yahoo Site	Michelle	1/31/10
Schedule COH with PLC	Mike	1/31/10
Send out final arrangements for Salisbury MB College	Michelle	1/31/10
Arrange Scout Sunday Proceedings @ Trinity	Gail	ASAP
Arrange Scout Sunday Proceedings @ St. Rose	Michelle	ASAP
Repair Troop Trailer	Al	2/9/10
Update Troop By Laws with training requirements for outings	Arnie & Brian	2/9/10
Put together communication to the parents about the new training requirements for outings	Kevin	1/31/10
Arrange CPR Class for Troop Committee	Patty	1/31/10
Propose Troop Booklet Updates at the next committee meeting	Mike, Arnie, and Brian	2/9/10
Change title for troop trailer to remove Randy McClennan	Al & Michelle	1/31/10
Re-register troop trailer	Michelle	1/31/10
Select scouts (1 from MS and 1 from HS) to inform troop when school activities take place	Mike	2/9/10
Identify new Adult Quartermaster	Al	3/9/10

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Add link to Troop Master on the troop website	Arnie	1/31/10
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Tabled items to be discussed at next meeting:

- Discuss adult registration with the troop and financial responsibilities for registration fees
- Troop Booklet/By-Law Discussion

Next Meeting: Tuesday, February 19th @ 7:00pm @ Trinity United Methodist Church