

BSA Troop 777
Committee Meeting Agenda
November 17th, 2003

- 1.) Call to Order: 6:45 PM
- 2.) Approval of the previous meetings minutes: Bill Arnold, Acting Secretary
- 4.) Chairman's comments
 - Wordsmithing on 'minimum sales policy'
 - Chapman donation (\$50)
 - Veterans History Project
- 5.) Old Business:
 - A.) Bylaws/Policy's (Shultz)
 - B.) Troop Annual Plan ("TAP") / new draft. To be finalized at 11/21 Campout.
 - C.) Forms (see handouts)
 - Checklist (Scout and Adult)
 - Trip/Activity Form
 - Outdoor Rules/Permission (moved to Troop Guidebook)
 - Parental Informed consent/hold harmless
 - Vehicle Registration Info.
 - Troop Resource Survey (Adult)
 - Patrol Campout / Sign up Roster
 - Membership Contract
 - Tour Permit Questionnaire
 - Trip Activity Form
- 6.) New Business:
 - A.) Scoutmaster Discipline Form
 - B.) Mayfield Florist Fundraiser Cards??? ('04)
- 7.) Subcommittee Reports
 - A.) Treasurers Report - Eric Thomsen (finalize '03 budget)
 - B.) Fundraising Chair Report - Dawn Daniel/Debbie Faulkenbery
 - Tierra Del Sol Block party report
 - Fundraising plan / tied to TAP
 - C.) Advancement Chair Report - Mr. Rubendall
 - D.) Membership/Registration Chair Report - Bill Morse
 - E.) Activities Chair - Chris Levrenz
 - F.) Publicity/Newsletter Chair Report - Terri Morse
 - G.) Quartermaster Advisor Report - Keith Rollinson
 - H.) Eagle Advisor Report - Keith Rollinson
 - I.) Webmaster Advisor Report - ???/None
 - J.) SPL Report - Billy Arnold (regular monthly meeting only)
 - K.) Scoutmasters Report - Todd Clodfelter (regular monthly meeting only)
- 7.) Other/Misc.
 - A.) Announcements:
 - B.) Next Committee meeting: 11/24/03

Minutes of the 11/3/03 meeting of the Parent Committee Meeting
Troop 777 - Boy Scouts of America
Pantano Baptist Church

The meeting was called to order at 7:00 PM by the Chairman

Those in attendance were: Bill Arnold, Dawn Daniel, Eric Thomsen, Debbie Faulkenbery, Rich Rubendall and Bill Morse.

The minutes of the previous meeting were approved.

The Committee agreed to not meet next Monday (11/10). The next meeting will be 11/17.

The Chairman reported on the progress made with Council on correcting and updating the membership records and finalized all of the outstanding transfers. Additionally, he reported on the popcorn accounting and presented receipts to the Fundraising Chairs and the Treasurer for the \$1006 and \$58 which were deposited.

The Chairman reviewed the progress made under 'old business.' Suggested changes were made to the Checklist (including creating an "Adult" version of same) and the parental informed consent. The Trip/Activity Form, Troop Resource Survey Form and Automobile information Form were approved as submitted.

The Chairman asked the Committee to review and provide additional feedback on the Forms noted under 'New business.' These are to be reviewed, consolidated and reformatted for Troop 777 use and will be on the 11/17/03 agenda as an action item. These forms (or similar) are necessary before we can conduct an outing or campout. Suggested changes were made to the Patrol/Campout Sign Up Roster and the Contract for Membership (to be referred to the Scoutmaster for his input and review).

The Treasurer presented a draft '03 budget, fielded questions and received input. Corrections will be made to the Pizza Card category, a date will be placed on the budget document each month, the Quartermaster report ("Preliminary Camping Supplies") will be included (\$1,037), some provision will be made for 'assets' (e.g., See's candy) which are in our possession, but not yet converted to cash, 35% of the popcorn income, and projected income from scheduled fundraisers will be included. A final '03 budget will be presented at the next meeting. Current balances are \$1,551.64 (Troop Account) and \$363.87 (Venture Crew). These balances do not reflect any checks received from T129, the VC CD sales checks, or any fundraiser checks received tonight. A draft '04 budget will be available by December's regular Committee meeting (12/8/03).

The Fundraising Chairs updated the Committee on scheduled fundraisers, etc.:

- The Fundraising Chairs presented the '03 'fundraising plan' to the Committee to be used in conjunction with the '03 Budget. These events include the Pizza Hut cards, the Evening of Giving, the 11/15 Block Party and the 12/6 Craft Show.
- The projected gross income from the Craft Show was estimated at \$780 and the Pizza Hut and Evening of Giving at \$140 each for a grand total of \$1,060. ('03\$)
- The projected net income to the Troop for Candy Bar sales is \$270 as well as the Boys accounts (\$540 gross after the Venture Crew account is repaid). Candy Bar money will be booked in the year of sale.

- The fundraising participation policy was approved:

“If a Scout chooses not to do all or any of the individual sales (as approved by the Committee), the portion of profit from sales not participated in will be deducted from other sales until all Troop donations are met by each Scout. All Scouts must participate in Troop fundraising at least to the minimum required in these regards. For the ‘03 budget cycle this amount equals \$19.50 in funds ‘earned’ by each Scout so as to help fund the Troop budget.”

- A draft ‘04 fundraising plan will be included with the finalized TAP and ‘04 Troop Budget. (the target date for this is the regularly scheduled Committee meeting on 12/8/03). Tentative ‘04 dates for Craft shows were approved on 3/13/04 and 11/04.

- 12/6 Craft show @ PBC. (INSERT TEXT HERE). Each Troop family is expected to donate 2 items (or cause 2 items to be donated) for the silent auction.

The Membership Chair reported that three files (Nick Rollinson, Dawn Daniel and Debbie Faulkenbery) were still unaccounted for. He indicated that he would continue to try and locate them.

Additionally, the Membership Chair requested that a draft ‘expectation form” (both scout and adult) be included in the Troop Guidebook for review and signature by new (and renewing) Scouts and their parents. The Committee acknowledged that there would be benefit from such a document and asked the now beleaguered Chairman to draft one up for review as soon as possible. The Chairman had a heart attack on the spot.

Next meeting: 11/17/03.

The Committee adjourned at 8:40 PM.

Respectfully submitted by William Arnold as acting Secretary.