

## **Troop Committee Minutes**

### **September 21, 2011**

**Members Present:** Chairperson Dee Archer, Scoutmaster Jack Stevens, Treasurer Steve Feist, Advancement Chair Mark Duff, Outdoor Chair Tricia Moore, Equipment Co-Chair Marianne Gallivan, Equipment Co-Chair Ann Bak, Bryan Gallivan, Russ Bowman, Krysti Barnhill, Regina Bajorek, Steve Miller, Mark Moore, Luke Palmer, Deacon Michael Thomas, and Secretary Shari Duff

**Guests Present:** None

**Call to order:** Mrs. Archer at 7:11 pm

**Approval of Minutes:** Motion to approve August 16, 2011 minutes by Mr. Palmer. Second by Mr. Feist. All Approved, Motion Carried.

**Scoutmaster Report:** Mr. Stevens reported on the following:

- The Shooting Campout scheduled for September will not occur due to the changes in BSA requirements for events of this nature. Training sessions for the new requirements are being conducted, but could not be satisfied in time for this month.
- The Campout in October is in Chilo as the District Fall Camporee. This campout is the weekend of October 21<sup>st</sup> and will be attended by our troop.
- The Father Willig Retreat is scheduled for October 7-9, 2011. This is typically made available in August, but was delayed this year. Boys/Adults working on Catholic Religious Emblems must attend a religious retreat. This event qualifies. Mrs. Moore indicated her son, Kurtis, had completed the Protestant Religious Emblem Paperwork and asked about next steps. Mr. Stevens indicated that their church pastor would need to sign the booklet and then submit it to the appropriate national organization (listed in the booklet). Mr. Stevens indicated that the religious emblems are awarded through their church, not at a Troop Court of Honor or Function.
- There will be a November Thanksgiving Cookout for the Troop with families invited to the Saturday night Thanksgiving dinner. This event will most likely occur at Stonelick Park.
- Mrs. Archer thanked the Troop for attending and helping with the Cub Scout Pack's Welcome Back Picnic. She thanked Rob Duff for saying a "Boy Scout" Grace and engaging the parents and Cubs in a fun "repeating" grace.
- The Troop will participate with the Pack two additional times during the year – on 1/27/12 at the Pack's Pinewood Derby event, and on 2/21/12 at the Pack's Blue and Gold Cross-Over.
- The Court of Honor is scheduled for next Tuesday, September 27, 2011. The troop will provide the main dish. It was decided that Mr. Feist would order chicken from Kroger for that evening.

**Secretary's Report:** Mrs. Archer had previously mentioned a Troop Code of Conduct document, that Mrs. Duff was unaware existed. Mrs. Archer provided a copy which will be updated, revised, and approved at a future meeting.

Mrs. Duff indicated that she and Mr. Stevens had discussed a "new parent/scout" folder with helpful and necessary information be available when new scouts transition over from various

Cub Scout Packs starting in February. It was suggested that a Troop Organization Chart be included with that packet of information, and make it available to existing troop parents as well. All agreed this was a good idea. Mr. Feist suggested putting the Troop Manual in this packet of information as well. Mr. Feist asked about the progress of the Troop Committee Responsibilities and Manual, which has been under review by committee chairs. Mrs. Duff indicated that only two sections had been returned to her with suggested revisions. It was suggested that the Troop Committee work on the manual at a Saturday work session to get everyone's input at one time and finalize the project. Some other examples of documents to be included in the folder follow:

- Youth Application
- Adult/Parent Application
- Uniform Requirements/Boy Scout equipment needed/Boy Scout Book needed
- What to Expect now that your son is a Boy Scout
- Contact information list

Mrs. Duff indicated the newsletter would go out the first part of October. Deacon Thomas asked how frequently the newsletter was published. Mrs. Duff indicated approximately every other month currently.

**Treasurer's Report:** Mr. Feist indicated there is \$4,240.01 in the account, of which \$1152.06 is allocated to various boys.

Expenditures include \$171.00 for supplies, \$46.87 for License Plate renewal for the Trailer, and \$750.09 for the August Campout/Zipline.

Donations were received in memorial of Mr. Fehn's passing - \$50 for Training, and \$100 without restriction.

Popcorn Sales – There were two boys who turned in popcorn orders for the early turn in date. Those orders are available for pickup this coming weekend. The second and final order must be turned in with money by October 25<sup>th</sup>. This is the only fundraiser benefiting the troop, so everyone was encouraged to sell popcorn.

Mr. Feist was asked about "Show N Sells" at the church right after Mass. Deacon Thomas indicated that with STM School sales currently going on, he would need to check with Father Bill to secure a date. There are parents/boys willing to do this sale if approved. Additionally, Mr. Bowman (District Popcorn Kernel) indicated that he could get us popcorn for the sale, if approved by Father Bill.

Mr. Bryan Gallivan requested reimbursement of \$50 toward his Wood Badge Cost from the donated Training Funds. He has applied for a campership toward the cost and is still awaiting a response. Mrs. Bak made a motion to approve the expenditure upon receipt of his cost up to the \$50. Seconded by Mr. Feist. All approved, motion carried.

Buy It In Clermont Books are still available for \$20 Each, with \$8 of each sale going to the boys' account.

**Outdoor Chair Report:** Mrs. Moore indicated that all medicals are now entered into Troopmaster. There are two outdated physicals and she has notified those families. Boys/Adults

will be unable to participate in campouts or other overnight troop activities, if physicals are not up to date.

**Advancement Chair Report:**

- Mr. Duff indicated that a number of boys are advancing, and he is gently reminding or pushing boys who are ready or almost ready for advancement. He and Mr. Stevens reminded the committee that ultimately, it is up to the boys to get with their Patrol Leader, the Assistant Senior Patrol Leader, or Senior Patrol Leader – or the Adults if they need anything for their advancement. Mr. Duff also indicated that many boys were just waiting out their “time” for rank advancement.
- Mr. Duff said he was still receiving Blue Cards and did not have a final count that would need to be purchased for the Court of Honor, however, he believed he would be purchasing at least 130 Merit Badges, along with Rank Cards, Historic Trails Awards, and a Boy Scout World Conservation Award.
- Mr. Duff reminded the committee that Boy Scouts of America would like all boys to attain First Class within their first year.
- Court of Honor is scheduled for next Tuesday night.
- University of Scouting is scheduled for November 5, 2011. This event is an all day training session offering training for adults and boys in one location. Mr. Duff would like to encourage all boys to get Den Chief Trained and start getting them out to the various Packs to help with recruitment, etc. These boys will need to be youth protection trained as well, although there is some question on this requirement. There is also some concern about the content of the Youth Protection Training with regard to the age of the boys. Mr. Stevens and Mr. Duff will try to get clarification on this issue.

**Training Chair Report:** Mr. Stegmann was unavailable for this meeting due to an illness within his family. Mrs. Archer passed out Training Pamphlets to those in attendance, which lists the required “classes” needed for various positions within the Troop and Troop Committee. If any of these are completed, please print your certificate, make copies, and get a copy to Mr. Stegmann for record-keeping.

**Equipment Chair Report:** No Official Report.

Mr. Duff indicated that some of the critical items on the “wish” list had been purchased already.

Mrs. Archer indicated the Insurance Renewal Binder and Declarations Page for the Trailer had been received. She will make a copy and get both to Mrs. Duff as Secretary. The copy will go into the trailer with the original in the Troop records.

**Chaplain Report:** Deacon Thomas notified the committee that the Merit Badge Challenge would occur at STM this winter/spring.

Deacon Thomas will check the church calendar to determine when Scout Sunday will occur.

Deacon Thomas indicated that a Representative from the Troop Committee become involved on the Catholic Committee, this would help by making the committee informed earlier on items that affect the Troop – without a sufficient amount of time to prepare and plan.

**Old/New Business:**

- Mr. Gallivan suggested to the committee some “outings” for consideration. The Cincinnati Observatory (Astronomy MB), The CAD/CAM Department through the University of Cincinnati (Architecture or other MB), and City Gospel Mission for Service to Community. The suggestions were referred to the Patrol Leader Council for their consideration.
- A question arose regarding boys attending campouts who miss their mass or other religious service. Deacon Thomas indicated that it would be appropriate for the Troop Chaplain Aide to have a reverence service on Sunday mornings prior to coming back to the Troop Hall. It was noted that at most Council or District Sponsored events, a non-denominational service (and sometimes a Catholic Mass) is already offered, which can be acceptable to the Church (if the boys take Mass). If it is just a non-denominational or reverence service; this does not count toward the required Catholic Mass.
- The Sewing Equipment will be moved in the next 6 weeks. The china closet will remain in the Blue Room, but may be used by the scouts. It was suggested that the Librarian be able to move the Merit Badge books into this space and manage the procedures of borrowing books a little better than the current format.
- The Troop Awards/Plaques will be put back up on the walls in the next six weeks as well.
- Mr. Stevens will conduct CPR Training for our Troop. Look for information soon on this training. It will occur on a Saturday and the cost will be \$10.00 per person. Boys may also be able to attend.
- Mrs. Archer indicated she was looking for a used Cub Scout Shirt for her grandson, if anyone has one available or no longer in use.
- Discussion ensued regarding setting up a Mr. Fehn Award (“Fehntastic Award”) – it was suggested that an Adult Award be presented on Scout Sunday based primarily on Commitment and Volunteerism within Boy Scouts. Additionally, it was suggested that a Boy Campership be offered in Mr. Fehn’s name as well. Sources of funding could include the “troop” portion of the mulch sale. Committee meeting attendees were asked to send Mrs. Duff suggestions for criteria for each of the awards.
- Mr. Stevens suggested that a nice “legacy” for Mr. Fehn could be helping to get the “Magic Merit Badge” formalized and submitted to National. He has a contact he is working on to help write the actual book, and Mr. Fehn had worked out most of the requirements already.

**Closing Prayer:** Deacon Thomas offered our closing prayer.

**Next Troop Committee Meeting:**

- Tuesday, October 19, 2011 at 7pm at More Martyr Hall (Troop Hall).

Motion to adjourn at 8:34 pm by Mrs. Gallivan.

Respectfully Submitted,  
Shari Duff, Committee Secretary