

## **Troop Committee Minutes**

### **November 15, 2011**

**Members Present:** Chairperson Dee Archer, Scoutmaster Jack Stevens, ASM Lee Stegmann, Steve Feist, Mark Duff, Shari Duff, Eric Locher, Marianne Gallivan, Russ Bowman, Deacon Michael Thomas, Steve Lowe, Steve Miller, Tricia Moore, and Ann Bak.

**Guests Present:** None

**Call to order:** Mrs. Archer at 7:00 pm

**Opening Prayer:** None given.

**Approval of Minutes:** Motion to approve October 18, 2011 minutes by Mrs. Marianne Gallivan. Second by Mr. Steve Lowe. All Approved, Motion Carried.

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

- Everything going well with the boys and the troop.
- Luke Palmer finished the required adult trainings needed to remain active with the Troop.
- Attendance by scouts at the weekly meetings are down. It is suspected that homework and sporting events are the culprit, as the ones missing are different from week to week. It was suggested that the SPL, ASPL, or PL's make a peer-to-peer contact with those boys who miss a meeting, to encourage and keep scouting "top of mind".
- Thanksgiving Campout is scheduled for November 18-20, 2011. Numbers of participants are needed tonight. Also, any parents/siblings of the boys who will be attending the Saturday night Thanksgiving feast need to RSVP this evening.
- Chilo Fall Camporee went well. Troop didn't participate in everything. Did participate in tug-of-war and took 3<sup>rd</sup> place. Thirteen boys registered, one boy became sick prior to the trip and was unable to attend.
- Boys voted and summer camp next year will definitely be at Camp Falling Rock near Newark, OH. Discussion by the committee regarding which particular week of attendance – general consensus was that the week of July 4<sup>th</sup> was acceptable. There are only 3 troops registered for that week, so that should be a good week to attend with good counselor/boy ratios for success in completing Merit Badges.
- CPR training will be offered on November 30, 2011 at the STM campus. Actual location will be sent in an email later. CPR training is good for 2 years. Cash is acceptable for payment at the training. Checks for the training may be made payable to Great Oaks for \$10.00 per person. This covers the cost of the card and processing. Four of Cassie Anderson's American Heritage Girls are also in need of training and may join us that evening. Approximately 15 of our parents will attend the training as well.
- The Cub Scout Pinewood Derby has been changed to January 20, 2012. The troop helps entertain the cub scouts with games and such during this event.
- Scout Elections will take place in December. It was noted that our SPL will "age out" shortly after this next rotation of positions. The ASPL has not indicated that he is interested in becoming the SPL and there are other "older" scouts who do not and

cannot regularly attend. As such, there may be a young group of scouts who take on SPL and ASPL roles. These young men will need guidance.

**Secretary's Report:** Mrs. Duff asked for items to be included in the newsletter. The next newsletter is scheduled for December. Mrs. Bak will get Mrs. Duff an article for publication. Mrs. Duff would like to include pictures of some of the recent scout outings. Mr. Stevens indicated that at the last campout, the SD card for the troop camera maxed out. We'll pick up another one for the camera. Mrs. Duff requested pictures that anyone has taken at Troop events and will look into uploading those to Snapfish, Shutterfly, or Walgreens so that the parents can access troop pictures. Mr. Locher offered to put pictures on a CD as well.

Further discussion ensued regarding the need of a file cabinet (or two) for the troop. There was also discussion regarding the possibility of either purchasing or getting a donation of a laptop for use by the troop or committee.

**Treasurer's Report:**

- Mr. Feist indicated there is \$4,761.65 in the account, of which \$806.65 is allocated to various boys.
- Popcorn Sales were \$2751.00, of which \$825.00 is troop profit.
- Popcorn sale pickup is Saturday, November 19, 2011 at the Troop Hall at 2pm.
- Buy It In Clermont Books are still available for ½ price - \$10.00
- Mr. Feist provided an Income and Expense Report for this year. This will help as we plan budgeting for the future. (Income in 2011 to date – approx. \$20,000.00, Expenses in 2011 – approx. \$17,000.00).

**Outdoor Chair Report:** Mrs. Moore has permission slips available for the Turkey Bowl Campout. She needs to know how many family members will be attending the Saturday dinner.

The December Card Night was discussed and Mrs. Bak said she would be able to stay the night on December 17<sup>th</sup> if that was the night chosen for the event (providing More Martyr Hall is available as well). Mr. Stevens was out of the room, so corroboration with his schedule for this date will occur after this meeting.

There are still boys within the troop with expired medical forms.

**Advancement Chair Report:** Mr. Duff was unable to attend, but submitted a written report through Mrs. Duff on the following:

- Advancements continue with the boys
- Merit Badge Challenge upcoming – Boys need to get registered if they wish to get their first choices
- Mr. Roger Anderson, Merit Badge counselor for Personal Fitness will be meeting with our boys starting in December if they are interested in working on this MB through the winter – this is a 90 day merit badge.
- Mrs. Duff reported that Mr. Duff had been chosen as an Assistant ScoutMaster for the National Jamboree at the new Boy Scout WV Site in July 2013. The National Jamboree will be for 10 days and the cost includes transportation, meals, camping supplies (cooking and tent supplies – not personal supplies) and such. He is the only person from US Grant District for a “troop” for this Jamboree. Cassie and Roger Anderson, also from US Grant District were picked to lead a Venture Crew to the

Jamboree as well. Mr. Duff is actively recruiting scouts from US Grant District to be a part of the Dan Beard Contingency. The “troops” from Dan Beard Council will start to be filled by March, so if any of our boys are interested, they must get their applications and deposit money in to Council very soon. Approximate cost per scout/adult is \$1200.00. One hundred ninety-five dollars will be needed as a deposit upon submission of the application. Mr. Duff has spoken with the boys in our troop and has been approached by 3 or 4 that would like to attend. (Bak, Feist, Duff, and Miller to date). Please see Mr. Duff if interested or with questions.

**Training Chair Report:** Mr. Stegmann reported that he would encourage all parents to become BOR trained. He let the committee know that there are new training materials available as well. He indicated that there are Youth Leader and Adult Volunteer Opportunities available.

It was suggested as new boys come into the Troop and we have parent meetings, that parents be highly encouraged to participate in some fashion (Merit Badge Counselors, Committee Members, etc.) and become BOR trained. Mr. Stegmann reminded Committee Members that if they take any training, they get him a copy of the training certificate so he may enter the information and cross reference it with Council.

Mr. Stegmann has compiled the most up to date list of adults trained and what trainings they have completed. There are some current members with expired BSA Youth Protection Training. He reminded the Committee that this needs to be updated every two years per BSA requirements. Mrs. Duff will get that list and will send a separate email to those individuals as a reminder to retake the certification.

**Chaplain Report:** Deacon Thomas reported on the following:

- Expressed his thanks and mentioned that it had been noted that More Martyr Hall had been cleaned. He thanked Mrs. Gallivan and Mrs. Duff for their hard work.
- Will let us know if there are any church service projects upcoming which might require troop help.
- Five boys are working on their Religious Emblem and will be in need of a BOR. December 7<sup>th</sup> at 7pm at IHM (Immaculate Heart of Mary) will be the BOR. Parents and scouts will be needed for the BOR. If you are available, please contact Deacon Thomas.
- Asked the Committee to circulate a list providing the boys Church of Affiliation, so that if there became a need, the parish could contact their home church for guidance.
- The Girl Scouts are collecting pop can tabs for the Ronald McDonald house. If you would like to assist in their endeavor, please contact Mrs. Archer.
- Reminded the Committee to be aware that food drives are critically important to support this year.

**Equipment Chair Report:** Mrs. Gallivan reported on the following:

- She and Mrs. Duff had spent a number of hours cleaning the upstairs of More Martyr Hall. They would like to have another session (in conjunction with the Card Night perhaps?) to work on repairing/putting up the numerous awards currently stored in the basement. It was noted that on the “cleaning” day, the roof was leaking – with water leaking down the back wall – and that nothing should be placed along the back wall.
- There needs to be a work day for the basement as well – there is a file cabinet in the basement that could be cleaned up and used – possibly. It was suggested that this

occur December 27, 2011 as the work day. Start time 8am – end time (when finished). All hands and help greatly needed and appreciated.

- Mrs. Archer indicated she had spoken with some of the sewing ministry members who will be removing some of the sewing machines in the next month. Additionally, Mrs. Archer was going to take the sewing scraps and some art supplies found to the art teacher at school.
- She worked with the Quartermaster and they have a list of needs for the trailer. Mrs. Ann Bak will type the list and get it to the Committee.

#### **Old/New Business:**

- Mrs. Archer asked about the assignment of dates and locations for the Troop's events. Discussion ensued regarding setting dates for various activities of the Troop (Patrol Leader Council's Annual Planning Calendar of Events) per Mr. Lee Stegmann's counsel. The committee feels very strongly that they should not be the ones setting dates for the events, without the knowledge that appropriate Adult Leadership can attend during that time (ie...Adults attending the event must provide the committee with the dates they are available). As this is something very new to the group, it was suggested that close communication with the Scoutmaster would be imperative, as he attends most of the events.
- November Campout (Turkey Bowl) was discussed to see what Adult Leaders would be in attendance. Mr. Stevens had sent out an email that he would be available for part of the time, but not all. Mr. Duff is available to stay Saturday night. Mrs. Gallivan is available for both nights. The event was not cancelled due to two deep leadership concerns, as there were many in attendance who were going to adjust schedules to make sure the event would be covered with appropriate Trained Adults. Emails will confirm arrangements prior to the campout.
- Charter Renewal is due to be filed. Discussion about adding Assistant Scoutmasters to the charter, based on available trained adults. The following items were brought up for consideration:
  - If we fully fill Charter slots, then we will lose critical Committee Members
  - We need to fill the committee slots first and get more parental involvement prior to worrying about filling all the available Assistant Scoutmaster slots.
  - We need to make sure that those who are trained as Assistant Scoutmasters are fully committed to the duty before they are considered for those slots – ie:
    - Being available for most (if not all) meetings,
    - Being available for campouts, (summer camp),
    - Being available – if needed – for committee meetings.
  - We need the recommendation of the Scoutmaster for the number of Assistant Scoutmasters needed.
  - We need the approval/blessing of the Deacon and Charter Organization (Father Bill).

Chair Dee Archer is going to follow up on these issues and will make sure the charter paperwork is renewed, understanding that we can change information later. Committee action on this topic was tabled until next month.

**Next Troop Committee Meeting:**

- Tuesday, December 20, 2011 at 7pm at More Martyr Hall (Troop Hall).

Motion to adjourn at 8:44 pm by Mrs. Gallivan.

Respectfully Submitted,  
Shari Duff, Committee Secretary