

## Brooklyn Scout Group Committee – Agenda

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Date/Time:	Wed 20 February 2013 19:00
Location	Brooklyn Scout Hall, Harrison Street, Brooklyn

<b>Agenda</b>	
Welcome	Chair
Apologies	Chair
General Business <ul style="list-style-type: none"> <li>• Hall Upgrade – Phase 1 Scope &amp; Process</li> <li>• Group Fundraising for Jamboree 2014</li> <li>• ANZAC Day Organisation</li> <li>• Discussion on Subs of Leaders Youth (?)</li> <li>• Financial Assistance Policy – low key version for website</li> <li>• Secretary Role</li> <li>• Communications Officer Role</li> <li>• Stadium Fundraiser Role</li> </ul>	<ul style="list-style-type: none"> <li>• Chris</li> <li>• Denise/Bob/Andrew</li> <li>• ?</li> <li>• Leaders</li> <li>• Denise</li> <li>• Chair</li> <li>• Chair</li> <li>• Chair</li> </ul>
Minutes of Previous Meeting	Chair
Matters Arising (see table on next page)	Chair
Correspondence (Transpower Community Fund)	Chair
Temperature Check /Section Activity Summary	Leaders
Treasurers report (including Venturer funds)	Treasurer
Quartermasters Report	Quartermaster
Set date for next meeting	20 Mar 13?
Finish	21:00

Number	Date	Action	By whom	By when	Current status	Comment
12/14	12/19/2012	Send power invoices to Chris to examine the rate and bills	Mel	2/15/2013	Open	
12/13	12/19/2012	Investigate easy options for timed control of the Zip water heater	Terry	2/15/2013	Open	
'12/12	12/19/2012	Send attendance registers to Jenny to allow updating of membership details	Duane / Denise	1/31/2013	Open	
'12/11	12/19/2012	Trawl forms for potential new parents to help work on Jamboree 2014	Jenny	1/31/2013	Open	
'12/10	12/19/2012	A sub-group to prepare a paper on at Jamboree 2014 - what's involved, costs, timings, options for support.	Denise, Bob and Andrew and 1 or 2 new parents	2/20/2013	Open	
'12/9	12/19/2012	Add new 'tagged' line in the accounts "Jamboree 2014"	Mel	2/20/2013	Open	
'12/8	12/19/2012	re-examine the uptake of the scheme in July 2013	Committee	2/20/2013	Open	
'12/7	12/19/2012	Draft a short Financial Assistance policy based on the submitted discussion document including policy, process, criteria and limits as appropriate	Denise	1/31/2013	Open	
'12/6	12/19/2012	Maintain a register of grants submitted (including success / fail information)	Erina	1/31/2013	Open	
'12/5	12/19/2012	Letter of thanks to RSA with receipts or both the ANZAC and Hall Capital donations,	Gavin	1/31/2013	Open	
'12/4	12/19/2012	Letter to SpringFree thanking them for the donation,	Donald	1/31/2013	Open	
'12/3	12/19/2012	get RSA capital works donation to the Treasurer and Treasurer to record as new line item in Budget "Hall Capital Works"	Gavin / Mel	12/30/2012	Open	
'12/2	12/19/2012	Draft the application KBCC Trust during January with the support of Sue	Erina	1/31/2013	Open	
'12/1	12/19/2012	Draft the application to Transpower Community grants, with Richard, Rex and Chris supporting	Ernia	12/24/2012	Open	
'11/1	11/21/2012	Explore current insurance situation in detail to uncover lower cost options	Andrew	2/20/2013	Open	

'10/9	10/12/2012	Distribute slideshow from regional forum	Denise	10/30/2012	Open	
'10/5	10/12/2012	Post Leaders' expenditure policy online - and notify community for any comment	Donald	12/15/2012	Open	
'10/4	10/12/2012	Report to Committee with, ideally a consensus view, on a policy for discounted subs for youth of Leaders	Leaders	12/15/2012	Open	
'10/3	10/12/2012	Draft a hardship policy for recommendation	Denise, Chris, Erina	12/15/2012	Open	
'9/14	9/12/2012	Bring a costed proposal for improving the visual attractiveness of the hall to the October meeting	Donald	10/24/2012	Open	
'9/6	9/12/2012	Get Rex to get fire-rating information for the Hall	Erina	10/20/2012	Open	
'9/3	9/12/2012	Fresh update on Gaps between register and subscriptions to find Gaps	Mel with Jenny		On-going	
'8/8	8/22/2012	Use the attendance forms when provided by Jenny and place any returned membership forms into the blue folder	All leaders	on-going	On-going	
'8/7	8/22/2012	Proactively fill in the holes between membership list and where we don't have signed consent forms	Jenny	on-going	On-going	Getting out prior to the school holidays
'8/3	8/22/2012	Liaise with Richard to progress A/P 3/21	Chris	9/19/2012	Open	Richard will send previous draft to cmte list - seek online feedback
'3/6	3/7/2012	Ensure Briana [new Kea Leader] Henry and Joe are warranted	Gavin	asap	In progress	In progress for Brianna and Andrew
'3/21	3/7/2012	Draft a set of principles on fundraising that address group vs section vs individual equity issues, and control of allocation issues	Richard	4/1/2012	Open	Richard provided draft - carried to August meeting