

## Brooklyn Scout Group Committee – Agenda

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Date/Time:	Wed 19 Jun 2013 19:00
Location	Brooklyn Scout Hall, 24 Harrison Street, Brooklyn

<b>Agenda</b>	
Welcome	Chair
Apologies (Denise)	Chair
General Business <ul style="list-style-type: none"> <li>• Hall Hire Policy &amp; Rental Agreement</li> <li>• Pride &amp; Prejudice Update</li> <li>• WCC Land Lease</li> <li>• Hall Upgrade – Update on progress &amp; next steps</li> <li>• Term 2 &amp; 3 Activity Plan</li> <li>• Grant Applications</li> <li>• Jamboree Fundraising Progress</li> <li>• General Business               <ul style="list-style-type: none"> <li>○ Piano</li> <li>○ Mailbox – 24 Harrison St</li> <li>○ Subs Update</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Gillian</li> <li>• Gillian</li> <li>• Rex</li> <li>• Rex/Chris</li> <li>• Leaders</li> <li>• Erina</li> <li>• Jenny</li>   <li>• Chris</li> <li>• Chris</li> <li>• Jenny</li> </ul>
Minutes of Previous Meeting	Chair
Matters Arising (see table on next page)	Chair
Correspondence (WCC Lease \$81.65)	Chair
Temperature Check /Section Activity Summary	Leaders
Treasurers report (including Venturer funds)	Treasurer
Quartermasters Report	Quartermaster
Set date for next meeting	Wed 31 Jul 13?
Finish	21:00

13/23	22/05/2013	Prepare standard terms and conditions for hall hire	Gillian	19/06/2013	Open	
13/22	22/05/2013	Oliver to work with Mel to reconcile Venturer funds accurately, based on past and current records (in preparation for expanded unit)	Oliver / Mel	31/07/2013	Open	
13/21	22/05/2013	Andrew to work with Erina to co-ordinate a grant application (for tent and gear replacement)	Andrew / Erina	30/06/2013	Open	
13/20	22/05/2013	Organise next Group Leaders meeting (to ensure co-ordination of activities)	Gavin	30/06/2013	Open	
13/19	17/04/2013	Put together a costed list of full gear inventory required to hold a full group camp	Andrew	30/06/2013	Open	
13/18	17/04/2013	Ask leaders planning activities that require payments to drop an email to Mel alerting her that payments will be coming in – just needs to be ‘Kaitoke cub camp, \$30 EOM’ etc, and to ask parents to code on their bank payments too.	Gavin	22/05/2013	Closed	Move to leaders meeting to follow-up
13/17	17/04/2013	Followup with children who decide not to stay (particularly those who have paid for the full year) and see if there are other ways we can improve the experience so they are more likely to remain.	Jenny	6/06/2013	Open	Denise already does a call to Mum or Dad of scouts to see why they aren't coming
13/16	17/04/2013	Remind leaders about the various tools now available (welcome pack, website etc) and discuss how parents and their children who are new can be made to feel welcome.	Gavin	22/05/2013	Closed	Move to leaders meeting to follow-up
13/15	17/04/2013	Remind parents who haven't paid of the outstanding amounts. A welfare fund is available for those who struggle to pay.	Jenny	29/05/2013	Open	
13/14	17/04/2013	Work with Sue who takes the roll at cubs to determine whose payment is still outstanding.	Jenny	19/06/2013	Open	
13/13	17/04/2013	Ask Louise (Harriet and Frances' mum) to organise a hall cleaning rota starting with Scout parents, then Cub parents	Jenny	22/05/2013	Closed	Denise/Jenny will sort this out
13/12	17/04/2013	Update the leaders council on the idea to use the calendar and encourage the behaviour of regularly checking and updating events and activities	Bob or Andrew	22/05/2013	Closed	Move to leaders meeting to follow-up

13/11	17/04/2013	Teach Gillian, Bob, Chris how to load items on the calendar	Donald	22/05/2013	Open	Oliver also doing and can show Bob
13/10	17/04/2013	List Bob's TV box on Trademe	Gavin	30/04/2013	Closed	Sold for \$280
13/7	17/04/2013	Follow-up Duane who had alerted us to a potential funding offer from the local Masonic Lodge	Erina	22/05/2013	Open	
136	17/04/2013	Email committee a list of potential funding sources to approach them for funding	Erina	22/05/2013	Closed	
13/5	20/02/2013	Scan records for a parent volunteers for Treasurer role	Jenny	30/03/2013	Closed	Three approached. All turned down. Oliver can do it if stuck.
13/4	20/02/2013	Advertise stadium fundraiser co-ordination	Chris	30/03/2013	Open	Still no volunteer
13/1	20/02/2013	present paper to the committee on size of cub group and leader/ adult to cub ratio	Duane / Richard	30/04/2013	Open	
12/5	19/12/2012	Letter of thanks to RSA with receipts or both the ANZAC and Hall Capital donations,	Gavin	31/01/2013	Closed	Completed
12/4	19/12/2012	Letter to SpringFree thanking them for the donation,	Donald	31/01/2013	Open	
12/8	19/12/2012	Re-examine the uptake of the (welfare) scheme in July 2013	Committee	31/07/2013	Open	
12/2	19/12/2012	Draft the application KBCC Trust during January with the support of Sue	Erina	31/01/2013	Open	Erina to check if fund still open
10/4	12/10/2012	Report to Committee with, ideally a consensus view, on a policy for discounted subs for youth of Leaders	Leaders	15/12/2012	Open	
9/6	12/09/2012	Get Rex to get fire-rating information for the Hall	Andrew	19/06/2013	Open	Renewed insurance in the mean time

