

## Brooklyn Scout Group Committee – Agenda

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Date/Time:	Wed 7 August 2013 19:00
Location	Brooklyn Scout Hall, 24 Harrison Street, Brooklyn

<b>Agenda</b>	
Welcome	Chair
Apologies (Donald)	Chair
General Business <ul style="list-style-type: none"> <li>• Jamboree Fundraising – status and where to from here</li> <li>• Toilet Block Update</li> <li>• WCC Land Lease</li> <li>• Basement Update</li> <li>• Spouting Claim and Replacement</li> <li>• Grant Applications – success! And next steps</li> <li>• Hall Hire – insurance and lease agreement</li> <li>• Outstanding Subs</li> <li>• General Business               <ul style="list-style-type: none"> <li>○ Activity Plans</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>• Rex</li> <li>• Rex</li> <li>• Rex</li> <li>• Rex/Chris</li> <li>• Erina</li> <li>• Donald</li> <li>• Jenny</li> <li>•</li> </ul>
Minutes of Previous Meeting	Chair
Matters Arising (see table on next page)	Chair
Correspondence (Grant Success, Transpower Application)	Chair
Temperature Check /Section Activity Summary	Leaders
Treasurers report (including Venturer funds)	Treasurer
Quartermasters Report	Quartermaster
Set date for next meeting	
Finish	21:00

13/33	19/06/2013	Prepare treasurers report	Chris	30/06/2013	Open	
13/32	19/06/2013	Finalise the amount to be put into the new venturer account, email this amount to committee, then organise with Mel to set up the account	Oliver / Mel	31/07/2013	Open	
13/31	19/06/2013	Send list of all those who have not paid to leaders to review before following up (by phone) those who haven't paid	Jenny	21/07/2013	Open	
13/30	19/06/2013	Jamboree fundraising subcommittee to consider additional fundraising idea as there is concern without continued focus we will not raise sufficient funds	Jenny	31/07/2013	Open	
13/29	19/06/2013	Put term 3 activity plans on site before start of term three	Leaders	21/07/2013	Open	
13/28	19/06/2013	Advise dates of any activities to any of Chris, Oliver, David or Andrew	All	Ongoing	Open	
13/27	19/06/2013	Subgroup to draw up a policy around hall hire and use and seek Andrew's help with checking out insurance implications if there appear to be any	Erina and Donald	31/07/2013	Open	
13/26	19/06/2013	Seek Michael's (Property Lawyer) advice on liabilities associated with hireage	Denise	30/06/2013	Open	
13/25	19/06/2013	Email list of requirements from scouts for P&P night to the leaders and leaders to return names to Gillian by 26 June	Gillian	21/06/2013	Open	
13/24	19/06/2013	Write up story about basement refurb and get David to publish on website	Gillian	19/07/2013	OPEN	
13/23	22/05/2013	Prepare standard terms and conditions for hall hire	Gillian	20/08/2013	OPEN	See new action 13/27 - to be completed before T&Cs

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	
13/17	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
13/15	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	
13/11	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
13/4	20/02/2013	Advertise stadium fundraiser co-ordination	Chris	30/03/2013	Open	Still no volunteer - Gavin in meantime
12/4	19/12/2012	Letter to SpringFree thanking them for the donation,	Gavin	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	31/07/2013	Open	Being done - tents
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	Bob will put together a proposal to consider
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