



Welcome to the 2015 AGM!

It has been a long but successful year, with Brooklyn Group continues to make good progress against its long term goals.

## Goals & Objectives - 2015



Enabling Fun, Challenge, Leadership & Adventure for the young people of Brooklyn			
Youth	Assets	Capability	Finance
<ul style="list-style-type: none"> <li>• Seek &amp; develop at least 3 leaders.</li> <li>• Grow all sections to a target of 100 youth</li> <li>• Design &amp; implement a recruitment campaign targeting Keas and Cubs</li> <li>• Investigate a second after-school cubs group</li> <li>• Continue to develop &amp; maintain clear award structures for <u>Venturers</u></li> <li>• All youth members to have at least 1 award goal for 2015</li> <li>• 50% of senior Scouts focused on Chief Scout award progress</li> <li>• Target a Brooklyn Scout Troop at Jamboree 2016.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue hall renovation project                             <ul style="list-style-type: none"> <li>– Ceiling replacement and installation of heating pre-winter</li> <li>– Finalise QM Store shelving</li> </ul> </li> <li>• Complete review &amp; replacement of section-specific and Group equipment</li> <li>• Create briefing document for Phase 2 hall upgrade to support grant applications</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain governance processes to ensure effective operation of Brooklyn Group &amp; Endeavour <u>Venturers</u></li> <li>• Develop a leader training programme to enhance leadership &amp; youth practical skills</li> <li>• Continue to develop youth-driven <u>Venturer</u> governance processes (Unit &amp; Group)</li> <li>• Develop effective relationships with key community stakeholders that support Brooklyn Scouts</li> <li>• Act as a pilot group for the new 'OSM' youth management tool</li> </ul>	<ul style="list-style-type: none"> <li>• Raise <b>\$8,000</b> for 2016 Jamboree as per Nov 2013 AGM (and shortfall from last year)</li> <li>• Complete grant applications to support planning &amp; consent for Phase 2 hall development.</li> <li>• Complete grant applications to support equipment renewal.</li> <li>• Identify and complete fundraising activities to support Group decisions in relation to Scout activities</li> <li>• Maintain finance sub-committee (GL, Chair, Treasurer) to provide effective Treasurer support</li> </ul>

### Youth

Its why we are all here. We all enjoy working with our youth members, and providing them with the wealth of experiences that Scouting can provide.

### Youth Numbers & Leaders

As of end September, we had approximately 65 members, with 12 Keas, 22 Cubs, 20 Scouts and 11 Venturers (with some further growth since September). At last year's AGM, we stated that the number of leaders provided a "cap" on our numbers – and its with great pleasure that we welcomed two new leaders to our Group this year (Josh Brown and Zoe Buxton). This will give us a solid platform to cater for existing and future numbers, in the sections that need it the most!

The expanded hall has proved to be extremely useful in managing larger numbers, and thanks to all who have helped on this large project.

We look forward to developing new leaders, enabling us to continue to grow the Group and provide more opportunities for youth members.

During April, Oliver Mander was appointed Group Leader, replacing John Saunders (Wellington Zone Leader) as acting GL. As well as new leaders, this has resulted in an increased focus on integrating activities across youth sections.

### Activities & Awards

The Group's sections ran a variety of activities during the year. These included...

- Many camps at Brookfield and other locations around Wellington region
- A flag "referendum" held by Cubs – complete with 4 finalists!
- 2 ski trips – Craigieburn (Venturers) and Turoa (Cubs & Scouts)
- Tramps in the Orongorongo Valley and around Lake Waikaremoana
- ANZAC commemorations

The Awards scheme continues to flourish, with our first Cubs "Gold" recipient in many years – Daniel Ewers (well done Daniel)!

Thomas Mander and Dawn Devereux-McGlashan both attended World Jamboree in Japan during 2015. They represented NZ and Brooklyn Scouts well – and not only did they have a great time, but the experience and relationships they formed with other members of the Scout global community have endured!

During 2015, we continued to develop relationships with the Brooklyn Community Association to help maintain the Group's relevant role in Brooklyn.

### Jamboree

This time next year, our Group will be getting ready to head off to National Jamboree in Marlborough. The committee has set aside a total of \$7,000 in existing funds to support attendance by a large Brooklyn contingent. Note that these funds have been allocated from fundraising, and are in line with achieving a \$15,000 target to be achieved by September 2016.

Funds will be allocated to Jamboree attendees in line with the effort they put in to support fundraising or scout 'working parties'. This is similar to how funding for the previous Jamboree was distributed.

Note that Jamboree funding is primarily driven by fundraising – including manning the bars at the Stadium. Your committee resolved that from July 1<sup>st</sup> 2015, 30% of fundraising receipts from the Stadium would be allocated to the Jamboree fund.

**Its worth noting that this will not by itself achieved the desired \$8,000 target** – so it mains important over the next 12 months to support additional fundraising activities.

## **Assets**

Since October 2014, we've continued to enhance the value of the Hall – but have also acted to replace and/or expand much of the Group's equipment. Again, a huge thanks for our parents, our youth members and members of our committee who all put in significant efforts – and also to our key funders who have helped us to deliver some great outcomes!

### Kitchen Upgrade

The new Kitchen was completed in time for Term 1 of this year – and has been a massive improvement to the functionality of the Hall! Thanks to the Lion Foundation and the Karori-Brooklyn Community Trust for their support, with a combined grant of \$20,000 (during the previous financial year) securing this project! The project cost was **\$20,256**, with a further **\$2,937** spent on kitchen appliances.

### Hall Upgrades

The two main activities this year were the completion of heaters for the hall (a development welcomed by many during our winter section nights) and the completion of the Quartermaster Store in the basement. A total of **\$8,400** was spent across these two areas, with some further spend (within budget) occurring since Balance Date.

As per last year's Chairperson's report, the committee has endorsed a long-term plan for the hall that will see further redevelopment occur over the next few years. In particular:

- The development of new toilet and shower facilities (male & female)
- Construction of decking surrounding the bottom floor – including a gear wash area (note that \$3,000 was allocated for this work in September, with work now underway).

The development of the hall is critical – not only to ensure compliance with modern safety standards, but also to ensure the attractiveness of the Group to new members. Last year, for the first time, the Group allowed a budget for maintenance spend of \$3,200 (approximately 1% of the Hall's value). It is telling that the actual maintenance spend this year was \$4,200 – we have increased budgets slightly for the next financial year based on this experience.

This budget allows for the long-term maintenance of the hall by allowing the group to spend money on simple maintenance tasks and put the remaining money into a “sinking fund” to reduce cost pressure on any future large-scale development.

Insurance costs reduced during 2014 – and were therefore below budget. Note that the Group remains comprehensively insured for the replacement value of the Hall.

## Equipment

Our new Quarter Master has been busy during 2015! We have created a plan to re-vitalise the equipment provided by the Group to support youth activities. This is based on an assessment of activities the Group performs, meaning that we intend to hold stocks of items that we have not traditionally had in the past – such as tramping packs and alpine-suited tents – that are better suited to our activities.

Much of the year has been focused on sorting existing gear, determining new gear requirements and securing funding. We received a grant of \$2,500 from the NZ Community Trust that was used to purchase a new dining shelter – this has already proved its worth on a few wet and windy occasions!

Late in the year, the committee set aside \$5,000 for the purchase of new general camping tents. Since balance date, we are now the proud owners of 6 modern Kathmandu 2-room and 2 'gazebo shelters'. These have the ability to be linked together to form 2 'pods of tents (3 tents attached to each central gazebo), with each pod sleeping up to 18 .

In addition, we have also purchased

- 2 personal locator beacons
- 2 new 3 burner cookers and a 2 burner cooker
- 6 "Coleman" 3 person tents
- 2 additional tents for leaders

We are also in the process of renewing the fire equipment in the Hall (extinguishers, hoses and fire blankets).

Further purchases will be required to support our activities – but this is a great start, and represents the largest ever investment made by the Group in its equipment.

## **Capability**

Brooklyn continued to operate high standards of governance throughout the year. Its worth noting the new Scouts NZ strategy was launched during the year, resulting in new scout values and a new scout law. Brooklyn has looked to create momentum around the new direction, especially in relation to youth member participation and development.

- We have encouraged youth members to take more accountability in the development and implementation of various activities.
- We have improved the quality of the Group newsletter – circulated to all parents and interested parties – via its development within a specialist mailing package.
- We have successfully implemented 'OSM' – online scout manager – as the core tool to manage scout sections, their activities and youth awards.
- We have maintained the governance and operational policies established in previous years, as we believe these will serve Brooklyn well into the future.

We know we need to do more in supporting our leaders – through training where required and ongoing integration of activities across section boundaries.

## **Finances**

Brooklyn Group continues to adopt a cautious approach to its funds, and remains in a prudent financial position.

At the last AGM, we reflected on total cash funds of around \$43,000 – knowing, however that \$20,000 would be paid towards the kitchen upgrade.

At this AGM, our cash balances stand at approximately \$32,000 – with approximately \$7,000 allocated to Jamboree, \$5,000 for new QM equipment and \$4,000 for hall-related projects. We also expect some bills from one of our activities – so have allowed around \$1,500 as a provision for this.

That leaves a ‘useable balance’ of around **\$14,500**.

We are expecting to pay National Fees (\$6,600) and Insurance (\$4,500) prior to the next subscription invoices, although these major expenses will be partly offset by additional Stadium fundraising at Elton John and AC/DC.

## Fee Review

At the last AGM, we discussed that the “core costs” of the Group amounted to around \$15,500, and that subscription fees only covered 55% of that figure. We stated that we intended to raise subscriptions, and take in more members to cover 75% of “core costs” within 2 years. During this year, we managed to cover 71% of our core costs through subscriptions (our target was 65%). In addition to the increase in fees, much of this was achieved through underlying growth – from 49 paid members to 65 paid members during the year.

The small increase proposed in subscription fees this year will take us to the original target of 75% of core costs being funded through subscriptions.

This means that we will still rely on fundraising - mainly through working at the stadium - to make up the shortfall, although this shortfall is not as much as in previous years. It is still really important to us to maintain a good relationship with the Stadium and receive parent support to help out! The good news now is that more of that fundraising effort goes directly to supporting youth in their section activities or targeted activities (like Jamboree).

Note also that the more members we have at Brooklyn – the cheaper your subscription fees can be. We look forward to receiving the floods of e-mail and telephone introductions that can help keep everyone’s fees low...

Over time, your committee feels it is prudent to move the Group to a point where it is covering its core operational costs through subscription fees, with fundraising then providing more support for activities. This is simply a prudent measure to take to ensure that we can live within our means into the long term.

For 2016, we are proposing an increase in subscriptions to cover 75% of expenses rather than 71%, as signalled during last year's AGM.

### Finance Processes

There have been two major impacts during the year:

- The move to full P&L, Balance Sheet and Cashflow reporting. The committee felt that it was only a matter of time before Scouts NZ will require all Groups to report in this format – and we have now heard that this will be a requirement during the next financial year. In any case, we now have a much better understanding of our finances as a result!
- The departure of Jenny Smith as Treasurer – we have missed her! Alevtina Lavrentieva, Jenny's replacement, is doing a great job however!

### **In Summary...**

I would like to thank all members of the parent and leader committee, who have worked hard during the last 12 months.

Alevtina Lavrentieva (Treasurer)

Gillian Boyes (Secretary)

Jo Heitger (Cleaning)

Annaleah Thornburrow (Membership)

David Thornburrow (Webmaster)

Rex Collett (Projects)

Erina Papp (Fundraiser)

Michael Veneer (QM)

**Our Fearless Leaders:** Denise Church, Sue Devereux, Zoe Buxton, Bob Bevan-Smith, Terry Poll, Duane Stewart, Josh Brown, Possum and Vic Scott

***Thanks for making it fun for our children and for us!!***

Oliver Mander

Brooklyn Group Chairman

November 2015