

MINUTES of the Brooklyn Scouts Joint Parent Leaders Committee

Wednesday October 19th 2016

Venue: Scout Hall. Meeting started at 7.05 pm

Present

Gillian, Erina, Rex, David, Bob, Duane, Lauren, Denise, Michael

Apologies:

Oliver, Andy, Terry, Jo

Minutes of previous meeting

The minutes were accepted. Actions were updated as below.

Correspondence

- To be discussed in general business

H&S discussion

- Nothing from Cubs
- One child dropped off at home after gang show. Miscommunication as parents went to hall to pick up so parents weren't at home. Leaders next to check everyone knows drop-off procedures, and brief parents. And that parent cell-phone numbers are provided to drivers. Leaders will build this messaging into the consent forms and ensure drivers are properly briefed in future.

Treasurer

- No report yet but a verbal update was given of balances and commitments.
- Cashflow is very tight and will need tight monitoring.
- Outstanding subs – Erina offered to follow-up as Chair.
- Have received \$7,700 from the next jamboree grant request. This gives us additional equipment not only for jamboree but for the Group to use in future.

General business

Jamboree fundraising

Concerns raised by three Venturer parents about the inequity of Venturer's fund raising allocation. Scouts and Venturers both have to do 60 hours but get vastly different cash allocations. Bob noted this was still equitable since Venturers pay so much less.

David suggested Venturer's could recommend that an additional \$100 be paid out of the fundraising they've got in their funds in order to make it seem more equitable. Denise suggested David informally suggest to Venturer's they could contribute more out of their funds.

Erina noted it may be helpful for parents to know how much the Venturer's have in their account.

David also recommended that in future fundraising is only for Scouts. We need to make that explicit in the policy. It was noted that seven Venturer's are going when we only anticipated two when we included Venturer's in the fundraising policy. Denise noted whoever drafts the policy needs to keep an eye on changes to it in future (and admitted a mea culpa!)

We noted there are two youth who are eligible for hardship assistance. A resolution was passed to approach funding organisations for a grant to assist.

Cubs proposal for a second group

Following concerns about the size of the group number, a proposal was raised by Oliver to investigate a second Cubs group. What would be required would be:

- Leaders
- Parental interest in a second group
- Understanding of cost implications
- An understanding of what would happen if the groups shrunk again
- Looking at a recruitment drive to get the members

The committee noted we would need more of an appetite for a second group to give it a go or rather than having a waiting list? Denise noted giving a second group a go would be in line with Better Prepared Strategy.

An action was agreed for Oliver to lead a group to assess the viability of a second cub group and bring a developed view to the next meeting. Duane noted evenings are the best time for Oliver to reach him to discuss.

In the mean time we need to organise for the older Cubs to get experience working with the Cubs. Denise noted last year when she visited the Cub group to introduce Scouts they transitioned quite easily.

Bob also raised that the Scouts group is getting bigger and we need to keep an eye on that. Duane – Keas are now at 15 and there are new enquiries – ok for now but another group to watch.

Quiz night update

Sonia did an amazing job to get gifts ready, we had an MC in place etc but we didn't have enough numbers to run it. Plan was to defer it to the New Year. Feedback that \$5 was too low.

If Oliver could hand over to Erina she can pick this up in terms of following up on the quiz packs having been printed etc. Dated items – could be auctioned at the AGM.

AGM

- 30 Nov
- Denise can help with info for subs
- Oliver, Erina and Gillian to organise the AGM evening

Subs notice needs to go with the notice of the AGM. So we need to meet as a committee 2 November

Date for Chief Scout Award presentation and end of year celebration

- Tues 20 Dec is the proposed date – Chief Scouts are checking with their parents
- Denise asked if the Committee is happy to invite Justin Lester to present – yes. Denise will ask him.

Newsletter items

- Richie Macaw movie night
- Any more stadiums coming up? (Gillian to check)
- AGM
- National Cub day 5th Nov. 100 years of Cubs. Duane is planning to overnight camp at Brookfield.
- Medieval night – Andy has photos. Skits, sword fights etc

Ridgway has a gala on 6 November. Scouts could go along and do some games and activities to raise visibility. (David will raise at next Scouts night and ask for volunteers).

Meeting closed 8:05 pm

Next meeting

=====

2 November 2016

Record of actions discussed and closed at or since last meeting (see comments), and still open or new as at 19/10/2016.

Red = overdue actions Grey = closed at meeting.

No	Date	Action	Who	Due date	Status	Notes
16/249	19/10/2016	Denise and Duane to discuss Scout help with Keas and Cubs	Denise / Duane	02/11/2016	Open	
16/248	19/10/2016	Arrange AGM	Oliver/Erina/Gillian	02/11/2016	Open	
16/247	19/10/2016	Arrange next steps for quiz night including formal thank you to Sonya, followup re new date with the pub and decision about any short-dated auction items (could be auctioned at AGM)	Erina	15/11/2016	Open	
16/246	19/10/2016	Arrange for a project group to assess the viability of a second Cub group and provide a recommendation to the next Committee meeting	Oliver	02/11/2016	Open	
16/245	19/10/2016	Talk to Possum about Venturer's about concerns from parents and the Committee's suggestion Venturer's could top up fundraising contribution	David	25/10/2016	Open	
16/244	19/10/2016	Brief Erina on who is still outstanding on subs and discussions to date so she can follow-up as Chair	Oliver / Erina	30/10/2016	Open	
16/243	10/08/2016	Investigate pricing to add acoustic ceiling tiles and insulation to the hall	John	30/11/2016	Open	
16/241	10/08/2016	Send a copy of the risk management framework tool to David	Denise	31/08/2016	Open	
16/240	10/08/2016	Analyse what the shortfall would be with running costs if we didn't have fundraising so we can discuss and determine the impact on subs recommendations at the pre-AGM meeting.	Oliver	10/10/2016	Open	
16/239	07/06/2016	Get parent names to put on thank you wall and make a sign acknowledging contribution	Gillian	31/07/2016	Open	Treasurer will be able to help with names of parents

16/237	07/06/2016	Price up civil defence buckets and provide recommendation to committee	Julia	10/09/2016	Open	
16/226	11/05/2016	Reconcile Zealandia attendees and payments	Denise / Sonia	06/07/2016	Open	Underway - Denise has requested list for reconciliation
16/218	24/02/2016	Follow-up who at Zone is dealing with the common lease and pass on our significant concerns that this has still not been resolved	Oliver	31/03/2016	Open	Talked to Renaldo who was surprised it has been going on as long as three years. 10/8 Discussions are scheduled to take place with WCC in the enxt few weeks. Zone declined Michael's offer of assistance.
15/210	29/11/2015	Discuss with Jason how Scouts could help with the community emergency work	Oliver	30/04/2016	Ongoing	Had an initial chat. Awaiting response
15/198	05/08/2015	Fix smoke alarms in basement	Terry	30/04/2016	Open	Deadline extended. Rex has followed up with the suppliers a number of times. Terry is also now following up. 11/5 Erina suggested we install battery operated smoke alarms in the meantime. 10/8 Terry advised he has a new quote underway and this should be resolved soon. 19/10. Rex will install a battery operated alarm until this is fixed.

Record of resolutions from 19 October 2016

No	Date	Resolution	Moved	Seconded	Vote
16/197	19/10/2106	THAT, we apply to the <Infinity / Pub Charities> for up to \$2,000 to enable to youth who could not otherwise afford to attend Jamboree to attend	Erina	David	CARRIED U
16/196	19/10/2016	THAT, the minutes of the previous meeting be accepted	David	Bob	CARRIED U