



Troop Committee Meeting Mountain View Methodist July 14, 2008

Troop 714
Marietta, Georgia



What does Troop Committee do?

- Ensures that quality adult leadership is recruited and trained. In case the SM is absent, a qualified ASM is assigned. If SM is unable to serve a replacement is recruited
- Provides adequate meeting facilities
- Advises SM on policies relating to Boy Scouting and chartered organization
- Supports leaders in carrying out program
- Responsible for finances, adequate funds, and disbursements in line with approved budget plan
- Obtains, maintains, and properly cares for troop property

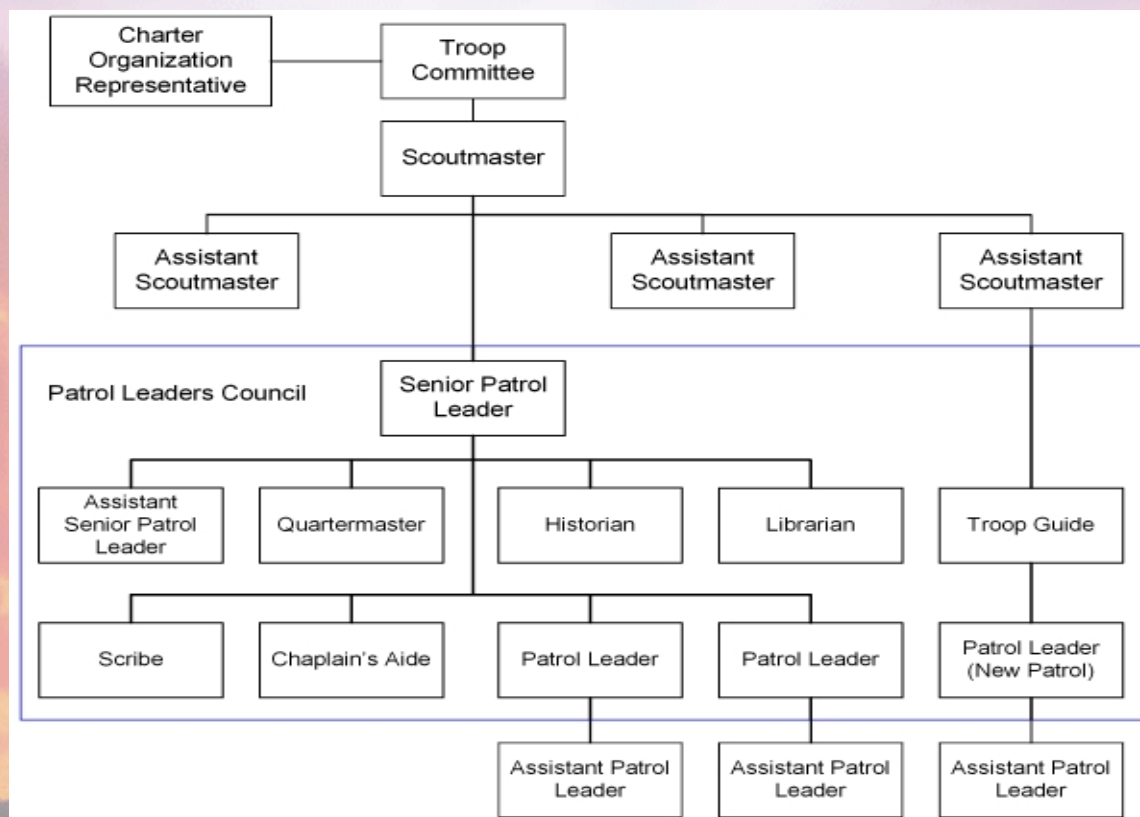


Committee responsibilities continued

- Ensures troop has an outdoor program
- Servers on boards of review and courts of honor
- Supports the SM in working with individual boys and problems that may affect overall troop program
- Provides for the special needs and assistance some boys may require
- Helps with Friends of Scouting campaign
- Assist the SM with handling boy behavioral problems



The Troop Organization



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Committee Chair – Tim Watkins committee@troop714.org

- Organize committee to see all functions are delegated, coordinated, and completed
- Maintain a close relationship with chartered organization rep and SM
- Interpret national and local policies to the troop
- Prepare troop committee meeting agendas
- Call, preside over, and promote attendance at monthly troop committee meetings
- Ensure troop representation at monthly roundtables
- Secure top notch, trained individuals for camp leadership
- Arrange for charter review and charter annually



Secretary – Marsha Egbert

- Keep minutes of meetings and send out committee meeting notices
- Handle publicity
- Prepare a family newsletter or Web page of troop events and activities
- Conduct the troop resource survey
- Plan for family night programs and family activities
- At each meeting, report the minutes of previous meeting



Treasurer (Finance/Records) Barbara Jacquet

- Handle all troop funds. Pay bills on recommendation of the SM and authorization of troop committee
- Maintain checking and savings accounts
- Train and supervise records in the Troop/Team record book
- Supervise money-earning projects, including obtaining proper authorizations
- Supervise the camp savings plan
- Lead in preparation of the annual troop budget
- Lead the Friends of Scouting campaign
- Report to troop committee at each meeting



Popcorn Chair

Jacqui Hunt Contact:

popcorn@troop714.org

- Explain program to Troop, set unit's sales goal, plan unit sales activities, prepare timetables, and set up sales coverage plan
- Attend District Kick-off/Popcorn Training
- Contact local stores) to make arrangements for Popcorn Show & Sells
- Arrange for popcorn pick-ups at the warehouse distribution site
- Ensure all leaders and families understand the importance of selling popcorn.
- Ensure all popcorn information is filtered down to each family
- Ensure the entire Troop orders and prizes is inputted into the popcorn system
- Give list of participants and amounts earned toward Scout accounts to Treasurer
- Will prepare and submit an after action review or lessons learned report to the Troop Committee after the sale



Summer Camp Coordinator

Jacqui Hunt

- Handles communications between the Scout Reservation, the Troop's families, Troop Leaders and the Boy Scouts.
- Responsible for registering Troop 714 for summer camp at an approved camp, collecting all fees, supervising collection of medical forms and all other aspects of attending camp.
- The Summer Camp Coordinator assists Scouts with using their escrow funds to help fund the cost of summer camp.
- Will attend or have representation to all pre-camp coordination meetings.
- Will advertise the camping opportunity to all members of the troop to ensure maximum attendance.
- Recruit sufficient Adult Leadership (1 Adult for 5 Scouts) through the week.
- Meets with the Senior Patrol Leader to establish camping procedures, duty rosters, color guard, required equipment etc.
- Meets with the Advancement Chairman to determine the needs of the scouts who will be attending to ensure that they are registered for proper classes in support of their advancement.
- Will attend or have representation to all pre-camp coordination meetings.
- Will advertise the camping opportunity to all members of the troop to ensure maximum attendance.
- Arrange adequate transportation to and from summer camp.
- Will prepare and submit an after action review or lessons learned report to the Troop Committee at the first opportunity after summer camp.

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Outdoor/Activities Coordinator
Lisa Anderson Activites@troop714.org

- Help in securing permission to use camping sites
- Serve as transportation coordinator
- Ensure a monthly outdoor program
- Promote, through family meetings, attendance at troop campouts, compares, and summer camp to reach the goal of on outing per month
- Report to troop committee at each meeting



Advancement Coordinator Jerry Richstein

advancement@troop714.org

- Encourage Scouts to advance in rank
- Maintain all Scout advancement records
- Arrange boards of review and quarterly courts of honor.
- Develop and maintain merit badge counselor list
- Make a prompt report on the correct form to the council service center when a troop board of review is held.
- Secure badges and certificates
- Work with the troop librarian to build and maintain a troop library of merit badge pamphlets and other advancement literature
- Maintain list of Committee members that are trained and qualified to sit on BOR and train new members
- Report to the troop committee at each meeting



Chaplain Jeanette George

- Provide a spiritual tone for troop meetings and activities
- Give guidance to the chaplain aide
- Promote regular participation of each member in the activities of the religious organization of choice
- Visit homes of Scouts in time of sickness or need
- Give spiritual counseling service when needed or requested
- Encourage Boys to earn their appropriate religious emblems
- Report to troop committee at each meeting



Training Coordinator Brian Jacquet training@troop714.org

- Ensure troop leaders and committee members have opportunities for training
- Maintain an inventory of up-to-date training materials, videotapes, and other training resources
- Work with district training team in scheduling Fast Start training for all new leaders
- Be responsible for BSA Youth Protection training within the troop
- Encourage periodic youth leader training within the troop and at council and national events
- Report to the troop committee at each meeting
- Assist in orientation of new parents
- Be watchful that the troop is taking all steps to ensure the boy's safety



Equipment Coordinator Open

- Supervise and help the troop procure camping equipment
- Work with the quartermaster on inventory and proper storage and maintenance of all troop equipment
- Make periodic safety checks on all camping gear, and encourage troops in the safe use of all outdoor equipment
- Report to troop committee at each meeting



Where are you going to plug in?

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