Pack 216 Cary NC

Committee Meeting Minutes

FINAL

07 April 2014

7:00-8:30 pm

St. Michael’s Archangel Conference Room #3

Meeting started at 7:05 pm

Attendees

Rachel Sandman – Membership, Den 6

Mihai Ibanescu - former Training Officer, Den 8

Tim Haley – Den 7

Valo Endara – Den 10

David Gurecki – Den 13

David Ramlal – Treasurer, Den 13

Steve Thomas – Popcorn Kernel, Den 4

Cerelisa Burr – PR/Communications, Den 14

Chris Nack – former Popcorn, Den 6

Laura Kehn - Den 6

Barbara Dalberth – Advancement, Den 14

Danielle Brezina – Cubmaster, Den 7

1. **Big Trip Planning**
	1. **Finalize schedule of activities** – Jim described the schedule used from previous trip to Camp McNeill. Committee suggested increasing time that scouts get to shoot BB guns and Archery, and reduce/eliminate previous afternoon activities (water relay, belt loop). ACTION: Jim will contact Camp to determine if/when extra BB gun and Archery sessions can be added, revise the schedule of activities and send around to committee for review.
	2. **Determine how each activity will be supported, and by whom** – Most activities will be run/coordinated by Den leaders as the groups rotate. Some activities, for example leather craft and lanyard, may benefit from a dedicated adult leader. This will be determined based on final craft projects complexity

ACTION: Jim will confirm the supplies for leather and lanyard in the scout shed. If more supplies needed, Laura will contact council for recommendations on suppliers

* 1. **Determine Sat Dinner menu** – Confirmed that pizza, salad, and lemonade will be served at Sat Dinner, assuming 3 people per pizza and standard toppings (cheese and pepperoni). No dessert, Dens will provide supplies for smores.

ACTION: Jim will get pizza costs/location information. Cerelisa will purchase salad, paper products, dressing and ice.

* 1. **Budget/Cost estimate per participant determination** – Final trip cost will be determined after dinner costs factored in and additional shooting range instructors added. Committee agrees that per participant cost of up to $20 will be reasonable.

ACTION: Jim will modify cost estimate spreadsheet and circulate to committee

* 1. **Outline Saturday evening program** – All dens will put on at least one skit or song at the Saturday evening program. Agreed that performing a flag retirement ceremony will be good. David G volunteered to MC the program. Mihai suggested a sign-up for dens to bring firewood. Question on if there is power at the amphitheater for PA system

ACTION: All Den Leaders to prepare dens for program. Jim to get old flag, retirement ceremony script, contact den leaders for firewood, contact camp for info on power at amphitheater.

* 1. **Sunday morning service program** – Agreed that a brief morning service would be good. Reminded that scouts should wear Class A uniform home and makes sense to just put on in morning at wake up. Jim to conduct service.

ACTION: Jim to get script/info for service.

* 1. **List items that the pack will provide (from supplies or purchase)** – Will also need PA system, old flag, new flag, salad bowl and tongs, drink coolers
	2. **Patches?** – Committee indicated that patches were preferred, Jim indicated that this will increase trip cost. Will likely use same design as last trip and possibly same vendor.

ACTION: Jim to use info on previous invoice to order patches

Other items: Cerelisa needs to know when sign needs to be complete. ACTION: Jim to get info and let her know if a few days.

1. **Recent Pack Activities**
	1. **Rock Climbing (Den 6)** – Rachel and Chris provided feedback/info on activity. 21 scouts and 2 siblings participated. Total cost was $230, Pack budgeted $150. Overall the location is great and accommodating. This activity is a good annual on, but may be better when older scouts (Webelos II) are still in Pack (before B&G). In addition to Triangle Rock Club waiver, parents completed Pack waiver as well.

ACTION: Jim to discuss purpose/background on why additional waiver needed with Mike Lopez.

1. **Upcoming Pack Activities**
	1. **Defy Gravity (17May; Den 13)** – David provided info below ahead of meeting. It was decided during the meeting to reserve 60 slots for 10-11am. Waiver for activity is online. Advised that it is best to collect money from participants ahead of activity, even though that will mean having to do this during Den meetings. Possible cost scenario to have scouts free and adults/siblings pay at least full cost. For website, will need to contact Dave M to get website set up.

ACTION: David G to reserve facility can use credit card for reservation and get reimbursed, to determine final cost, and contact Dave to put on website.

*Normal Rates per-person:
1/2 hour   $8; 1 hour      $12; 1.5 hour   $16; 2 hour      $20
Group Discounts
10+  $1 off; 20+  $2 off; 30+  $3 off; 40+  $4 off  (max)*

*Deposit needed:  $100 to reserve space*

*Total capacity: 80, some time slots already have 20 filled for May 17*

*Head-count must be confirmed 1 week before*

*Open Hours: 9 am - 9 pm*

*recommend we try for a 10 am - 12 pm slot.*

* 1. **Bridging (20May; Den 11)** – Jim asked about set up at North Cary shelter since previously it was hard to hear program, however Danielle informed that this was resolved as last with a modified set up.

ACTION: Cerelisa to get cookies, Danielle to arrange to get bridge, flags, Barbara to take care of advancement materials.

* 1. **Summer Sports events (21Jun, Cerelisa)**
		1. Durham Bulls night – Cerelisa confirmed the pricing ($20 for game, concession, overnight stay and breakfast; $8 for game only). To get seats in terrace section, but need to reserve soon.

ACTION: Cerelisa to reserve spot, get info posted to website. Jim to confirm budget amount for activity, if any.

1. **Committee Member reports**
	1. **Treasurer (David R)** – Jim asked David to prep overall budget status/acct summary at May meeting in preparation for Jun planning meeting.
		1. **Update on two returned checks reported at last meeting** – no info. ACTION: Jim to follow up with Jennifer.
		2. **Recharter deposit status** – confirmed that recharter payments have been deposited
		3. **Question about tax exempt status and sales tax** – Keith informed me that this issue has been discussed previously. “The Knights (and by extension - the Pack) do have a tax id number as a qualified non-profit organization. However, NC law does not permit anyone from being exempt at the time of a sale. The best that you can do is track all sales tax actually paid and then apply to the state at the end of the year to get it back. This is the same procedure that our BSA Council does as well but of course on a large scale. Our Knights Council does not do it as it is believed to be not worth it.”
		4. **Outstanding deposits/reimbursements** – Danielle provided receipts for her and Erica to David R.
	2. **Membership (Rachel)** – working on paperwork for Asst Den leader for Den 10. Update on rechartering for family from Virginia. Scout that signed up on myScouting has not responded to inquiries.
	3. **Advancement (Barbara)** – Only a few beltloops for this month’s pack meeting
	4. **Training (Chuck/Mihai)** – Mihai to work with Chuck on transition of Packmaster acct.
	5. **Website –** As follow up to brief discussion about posting pictures to website for PR purposes, Cerelisa talked to Keith. As long as there are no personal identifying info on the picture to match name/pic, then we can post pictures. Will consider options/proposals for next year, including evaluating what BSA troops use on their websites.
	6. **Public Relations (Cerelisa)** – April Newsletter to go out focusing on Big trip info. ACTION: Jim to get sign up date to Cerelisa.
	7. **Popcorn (Chris N/Steve Thomas)**
		1. Transfer info/training update? – Chris passed along materials to Steve after meeting.
	8. **Cubmaster (Danielle) –** We may need to help clean up from previous event at Parish Center ahead of our meeting on April due to a back-to-back event. This month’s scout law theme is “Friendly”.
	9. **Committee Chair (Jim)**
		1. Start thinking about Jun planning meeting
2. **Den Leader reports –** David G reported that his den had a successful and enjoyable visit to the planetarium. Noted that the Pack did this in the past. Possibly consider again as a Pack activity.
3. **All other business.**
	1. David Yeh, through his volunteer work and a program at his employer (Texas Instruments), had $500 contributed to the Pack 216 acct at the Council on Nov2013. Additionally, there is $350 in the acct as well from a previous transfer from Troop 216 for a total of $850. To be determined on if/how we can utilize these funds for purchases at the Scout Shop.

-Noted that Amazon Smile program will make small contributions to Occoneechee Council for purchases.

-Reminded that we need to make sure that Tour Permits are completed when appropriate.

Meeting adjourned at 8:45 pm