

## Troop 455 Committee Meeting Minutes

### 12 April 2021

- Roll Call

Brady Lum, Dylan Miyake, Jody Brooks, Jeremy Ackerman, Todd Sharp, Laurel Miyake, Jonathan Lathbury, Lissa Smith Cote, Chad Polk, Mickey Smith, Michael Baer, Thomas Brooks, Pierce Pape, Jack Murlin, Sue Anthony

- Approval of [Minutes from 01 March 2021 Meeting](#)

No concerns or comments. Minutes approved by all. JL motioned. Seconded by Jody

- Scoutmaster Minute

March Scout Olympics Outing went well. Extraordinarily positive feedback from Scouts. April Outing looks good for safety.

- 2021 Planning -

- PLC Annual Planning

- Robust discussion around annual planning process, and the extent to which we can help the boys plan in advance.
  - Dylan offers to get involved with the planning process to understand more and to help out. Dylan asks if Todd can defer training so they can jointly deliver it?
- Todd proposes the process won't change due to council's program planning guide. Plans to give timeline and overview to PLC tmw night. They can ask questions. Dylan and Todd, etc. can offer training before the May PLC meeting.
- Dylan offers to teach scouts how to plan a troop calendar by giving scouts tools to compile calendars, involve Brady for advancement goals, and involve David for outings.
- Brady asks how the troop is evaluating the scouting year. Are we replicating the calendar without evaluating? What is the best method for Scouts to evaluate troop activities?
- **ACTION Item: ALL, send annual planning suggestions to Todd**

- PLC Annual Planning Training / Pre-Meeting

- Todd introduces process to PLC tmw. Look into more robust training in the future.

TS conducting planning training at tmw's PLC meeting to gather scout input. Data will be gathered and scouts will plan a calendar. Process works well. TS will make spreadsheet including all significant outings. Barrier Island/Sapelo outing for service.

- Dylan suggests using robust training to show them what planning looks like. Todd says too much detail. Each group can work separately on components. Dylan wants to include program features and outing goals in order to teach scouts about troop goals and how to plan strategically, according to BSA recommendations. It encourages scouts to build executive functions by creating a plan.
    - Mickey wants a well defined, well executed plan but it's more important to get dates on the calendar and to learn what the scouts want to do. Asking too much of Scouts. Better to plan outing objectives later.
    - Michael asked us to be better at delegating tasks. Todd shouldn't do all the calendar work and spreadsheets.
    - **ACTION Item: Brady, Todd, Dylan, Lissa, Mickey Jointly work to evaluate the planning process and roll it out with PLC**
  - Calendaring
    - Atlanta Council publishing the annual program planning guide this Saturday. Hoping calendar will be clearly set.
    - Laurel asks for all religious holidays to be on the calendar. Need to be inclusive. Todd agrees.
- Leadership and Succession Planning
  - Parent Involvement
    - Michael B. says the group should work together to get more parents involved by providing job descriptions, and keeping roles simple. District recommends having high active parent participation. Troop 455 has struggled with getting parents involved. Need parents to step in and get involved for the troop. Troop 455 should strive for better succession planning.
    - Transparency and succession backups, recruiting new families into leadership
    - Jonathan agrees to widen the net and get more people involved.
    - Dylan suggests we be more active in recruiting new adults. In order to safeguard the troop. Chad asks if there is a succession process for TC Chair. Jonathan and Mickey agree. Laurel points out that the Treasurer role is still available.
    - Laurel asks Michael how other troops get parents involved.
      - Michael thinks we may make it look too hard. No one wants to follow an adult who does too much. Need to get parents to go on 2-3 outings, take on 1-2 roles, etc. 455 hasn't always made it welcoming for parents.
      - Mickey says Family Resource Guide could be helpful.
      - Brady says David and Brady are examples of parents joining outings, getting acquainted, and then naturally taking on roles.

- Michael offers to help get parents approved for MB counselors.
    - RECOMMENDED BSA TOOL: Troop Resource Survey  
[http://www.scoutingbsa.org/Forms\\_and\\_Publications/Forms\\_PDF/Troop\\_Resource\\_Survey\\_34437.pdf](http://www.scoutingbsa.org/Forms_and_Publications/Forms_PDF/Troop_Resource_Survey_34437.pdf)
    - ACTION: Pierce will identify adults who are interested and qualified in volunteering with the troop.
    - ACTION: Pierce will inform new families about volunteering opportunities and bridge the new scouting families into troop roles.
  - Succession Planning / Role Changeover / Approval Process
    - Suggest a process. Identify who is available and who is qualified. When we have major changes, inform troop first and ask for interested individuals to consider roles.
    - Brady heard 1. Transition/Transparency is important and 2. Is the approval process for making selections in place? Mickey is concerned there may be interested adults who are never aware that positions are available.
    - Dylan comments on Pierce and himself doing this for Pack 17. We should do this for Troop 455.
    - RECOMMENDED ARTICLE: Next in line: Why succession planning is a must in every Scouting unit  
<https://blog.scoutingmagazine.org/2017/01/06/next-up-why-succession-planning-is-a-must-in-every-scouting-unit/>
- Old Business
  - Treasurer's Report -- Shelly Hart
    - PayPal Integration: 95% achieved
    - Outstanding Invoices / Payments:
    - Popcorn Fundraiser Fall 2020: 4 scouts, Troop got \$575, Prizes at COH
    - TROOP DRIVE
    - ACTION: Chad will ask Philmont group to make payments.
    - ACTION: Sue provides link to Treasurer report in May Newsletter
  - Summer Camp (Bert Adams: June 6 - 12) -- Laurel Miyake
    - Current Registration Count: 9 Scouts and 1 AOL/ Usu. 15-20
    - Final Signup date: April 15th for forms and payment and google sign up
    - Registration starts for classes on 4/19 for all those confirmed & paid
  - Pack 17 Crossover Update -- Laurel Miyake
    - Laurel expects about 8 AOLs to crossover. They loved the March outing.
    - Crossover Ceremony -- May 13th

- Communications / Newsletter
  - Regular Contributors vs. Occasional Contributors
    - Mickey doesn't need/want to contribute monthly.
    - Brady asks Sue to plan an editorial calendar.
  - Publication Schedule
    - Remains monthly (vs. change to quarterly)
    - Chad suggests youth won't interact with it unless it's video
    - Sue reminds us this is a valuable resources for parents
    - Laurel mentioned she forwarded it to crossing over parents
    - Can be integrated in with editorial calendar
    - Dylan suggests 8-10 issues per year
    - **ACTION: Sue will plan editorial calendar for troop newsletter**
  - Troop Website:
    - Dylan is willing to build scaffolding and then have Webmaster POR
    - **ACTION: Dylan will look into setting up the troop website**
- Advancement Update
  - Advancement
    - Brady Lum is attending upcoming PLC and troop meetings to talk to scouts about advancement. Talking with Pierce about encouraging 2 Scouts to complete final requirements and schedule Scoutmaster conference.
  - Count of Honor
    - May will be a celebratory COH, lots of merit badges awarded, several scouts to rank up
    - Jody asks about the 5/25 COH event, can we have food? What are the appropriate Covid-19 protocols?
    - Mickey informed TC that there is a Chik-fil-a franchise owner who will provide free food to any scout event.
    - Dylan asked about Haygood Fellowship Room availability, Chad said it was probably doable with enough advance notice.
    - **ACTION: Mickey will follow up with Jody on Chik-fil-a .**
    - **ACTION: Jody will plan COH event including food options.**
    - **ACTION: Jody will work with Chad to determine COH venue.**
  - Tracking Camping Nights, Service Hours, Hiking Miles
    - Brady working to get tracking in place in Internet Advancement.

- Training

- Adult Training Update

- 5 leaders not fully trained, waiting for responses. Goal is 100 percent. Michael says please remember the goal is better training for better leading and better scouts. He encourages more training
- Dylan asks anyone on the call who has not yet completed training to respond to Mickey's emails and get training completed.
- Brady suggests including blurb about Wilderness First Aid Training through BSA in Newsletter.
- **ACTION: Sue will ask Brady and Dylan to contribute May newsletter items on Adult training options and personal experience**

- ISLT -- Incoming PLC

- Laurel says scouts need to learn leadership through training, NYLT and ILST
- Lissa says Scouts get asked to take NYLT and ISLT on the POR request form handed to scouts prior to election.
- RECOMMENDED ARTICLE: All about ILST: the Introduction to Leadership Skills for Troops  
<https://blog.scoutingmagazine.org/2017/02/07/what-is-the-introduction-to-leadership-skills-for-troops-or-ilst/>

- Outings

- Review [Wilderness Skills / Survival Plan](#) (April 23-25)

- Jack Murlin / Thomas Brooks: Reviewed plan. Making an inclusive environment while challenging for older Scouts.
- Laurel asked about tenting and COVID requirements for "buddy team" tenting. Thomas said that since the buddy teams would be working together all day, they should be okay to tent together.
- Lissa asked about 2-year YPT age difference for buddy tenting. Thomas assured her that it was part of standard outing protocol.
- Thomas asked for Medical Officer to be at outing in order to provide emergency first aid and shuttle injured scouts to hospital (BASC medical tent closed). Brady volunteered.
- Thomas also mentioned that additional volunteers are needed for the outing. Chad said he was tentative and Sue said she could reach out the adults to ask for more participation.
- Laurel mentioned that without consequences for not volunteering, the same 4-5 people would always volunteer, and we would continue to run into issues like this.
- Laurel asked about food requirements. Thomas outlined meal plans for basic meals on the outline.

- Thomas has asked New York Butcher shop to prepare “roadkill” of rough shredded meat, individually packaged, for buddy teams.
- **ACTION: Sue to request 3 adult volunteers for April outing via ScoutBook**

- Closing

- Michael is trying to make the Phoenix District more inclusive. Inviting district liaison, Fontaine Kohler, to attend Troop 455 Committee meetings. Recruiting for District Commissioner Corp.
- Next TC Meeting is May 3, 2021