

Minutes of Grafton Scout Group – Parent Support Committee meeting

Meeting held at Grafton Scout Hall, North Street – 28 August 2014

Present: Shirley Kelly, Reece Luxton, Mike Gibson, Kylie Dixon

Meeting opened: 6:15pm

Welcome from Chair Reece

Apologies: Julie Kearns, Dianne Luxton, Amenda Gilmore

1. Minutes of last meeting

Read by Reece – moved SK seconded MG – with amendment at 6(a)v. – remove *to completed and given to Regional Commissioner at Regional ARP 24 May* – carried.

2. Business arising

- a. Motions - done
- b. Fundraising –
 - i. Cadbury Chocolate Drive – action done – second order in;
 - ii. Gem Show – help from Rotary Club at BBQ – help also required from parents; Kirsty to do money for BBQ; Shirley to get info to Mike on website; MG to do tickets
 - iii. Garage Sale – date set for 20 September – details on to the web
- c. Canoe Regatta – application submitted to CVC by Shirley; also to discuss MOU for long term usage
- d. Trailer – Amenda to do (carry forward)
- e. Sailing Boats – ongoing (carry forward)

3. Correspondance

- a. In -
 - i. Bunnings – thanks for being involved
 - ii. CVC – Community Incentives grant – application declined
 - iii. CVC – re: sign (roadside) to directions to den
- b. Out
 - i. CVC – paperwork for canoe race
 - ii. CVC – painting fire hydrant (following prompt from fire station visit)

4. Treasurers Report

Shirley presented the Treasurers Report in Julie's absence – up to 30 June 2014 – balanced Account balance - \$15930 – with money transferred to fundraising account Accounts to be paid – Caldwells Electrical (to go to Sydney office); Scout badges.

5. Reports

- a. Group Leaders Report

Shirley gave verbal report in Amenda's absence - Group Council meeting held 18 August

 - Website doesn't have Joey or Scout meeting nights – MG noted that a training plan needs to be sent through

- Betty unable to discuss trailer as she is overseas
- Ben Hottes – Ray White Grafton – happy to help out
- Chocolate fundraising – underway
- Sailing boats – ongoing
- Christmas Party – 29 and 30 November - ideas for activities sought
- Bullying currently an issue in Scouts - training
- Report from Heather – Disability Conference – tabled and noted
- Reports from each section tabled
- Actions noted and agreed
- Memorial Wall – **Action: Shirley to follow up Memorial Wall and determine outcomes**

b. Fundraising Report

- Cadbury chocolate drive – proceeds go to Aust Jamboree fund for each child; MG would like his funds to go towards Amenda
Action: SK suggested \$2 to go to leaders attending Jamboree (getting \$20/box) – defer decision to next meeting
- Fundraising levy – issue raised by committee members as a means of covering costs of maintenance
- Bunnings BBQ – currently raising around \$210-240 per BBQ for World Jamboree; meeting to be held at Bunnings on 24 September to advise organisations on setting up BBQs standards - questions? –egg and bacon rolls, standard sausage?
- Car Wash - \$254 to go to World Jamboree (Amenda)
- Trivia Night – postponed
- Garage Sale – 20 September – group fundraiser (general funds for hall etc); call Shirley and Kirsty to arrange drop off; drop off points at Dave’s shed; no rubbish allowed; book a table (\$15) or outside – profits to the member

c. Website Report

- MG looking to train people involved in managing group to add/upload content; content includes writing articles and updating events on website – goes to Facebook and email; **Action: suggest website training night on 9 September at 5-30pm – bring laptops and usb stick**

6. General Business

a. Badges

Need check/spreadsheet of badges given out – IN/OUT to keep track; concern; \$4/scout each week – if they get a badge each week – then only \$2-50 into accounts

Action: - Amenda and Julie to work on budget to keep track of costs – check off from Sue and David books (badges come out of equipment)

b. Smoking Policy

Query regarding policy – need to check Scouts Policy and other – no smoking around children and hall premises? **Action: Reece to follow up on smoking policy**

c. Thank you certificates

A lot of assistance from organisation through fundraising and other assistance;

Action: Di to arrange production of thank you certificates with Shirley to do up list

- d. Parent participation
How to increase? – ask Scouts NSW for resources – email out notifications
- e. Honour Board for award winners (Grey Wolf)
Kylie wants to donate one and get it installed for Grey Wolf; **Action: Sue to look into current standards and check on costs for honour board**

7. Meeting close

- a. There being no further business the meeting closed at 8:00pm.
- b. Next meeting – 18 September 2014 (Group Council to be held 15 September)

Action Summary

From meeting:	Action	Who	Completed	Notes
28/8/2014	Shirley to follow up Memorial Wall and determine outcomes	SK		
28/8/2014	SK suggested \$2 to go to leaders attending Jamboree (getting \$20/box)	SK		– defer decision to next meeting
28/8/2014	Action: suggest website training night on 9 September at 5-30pm – bring laptops and usb stick	MG		
28/8/2014	Action: Reece to follow up on smoking policy	RL		
28/8/2014	Amenda and Julie to work on budget to keep track of costs – check off from Sue and David books (badges come out of equipment)	AG/JK		
28/8/2014	Di to arrange production of thank you certificates with Shirley to do up list	Di Luxton		
28/8/2014	Sue to look into current standards and check on costs for honour board	Sue Day		