

Troop 66 Committee Meeting Minutes

BSA Troop 66

Chairperson _____

Meeting Date: _____, 20__

1. Meeting called to order: Time: _____ Present: _____

2. Welcome and introduction of new members and guests: _____

3. Secretary distributes previous Meeting Minutes. Approval of previous meeting's minutes: _____

4. Reports

Secretary (*Newsletter, additional resource surveys*): _____

Treasurer (*Report on current financial standing, money-earning projects, FOS*): _____

Chaplain (*Upcoming scout religious events, boys participation in the religious emblems program*): _____

Activities Chair (*Outdoor activity plans, special activities, district/council activities, summer camp update*): _____

Advancements Chair (*New advancement materials, opportunities for training, advancement needs*): _____

Life to Eagle Advisor (*Status of Life scouts progress to complete rank of Eagle*): _____

Equipment Coordinator (*Status of new and existing troop equipment, new troop needs, safety procedures*): _____

Training Chair (*Status of YP Training and opportunities for event required training.*): _____

Scoutmaster (*Troop's progress, PLC progress, disciplinary problems, attendance, monthly outing plans, other troop meets*): _____

5. **Old business** (*Reports on task assignments from previous meeting*): _____

6. **New business** (*Assign tasks as issues are discussed*): _____

7. **Adjournment: Time:** _____

Date/Place of next Month's Meeting: _____