

BSA Troop 236 est. 1953
Committee Agenda

Wednesday, November 5, 2025
Via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/7924685055?pwd=TURPN3JidC80d2ZKZThqR1h3RIQrUT0...>

Meeting ID: 792 468 5055
Passcode: Scouts236

Attendees:

1. Welcome - Michelle

2. Scoutmaster Update - Rob

- Upcoming elections on 12/2
- Cell phone policy for troop

3. PLC - Austin or Eric

- **Troop Membership:** are there scouts who have not attended lately. Don't want anyone to fall off the radar or we overlook missing scouts. Maybe have Patrol Leaders follow up? (Mark Sembrat)
- **Thanksgiving Feast** Nov 18- no PLC or Troop meeting before then. SUG needs to be created and sent out. Wildfires are Patrol in charge

4. Outings

- Need for more outings on the calendar. We currently have only one outing scheduled for December, none for January, one for February, none for March, one for April and none for May
- Identify Summer Camps
 - Option: Marin Sierra Currently all weeks have availability for a medium-size troop
<https://www.boyscouts-marin.org/camping-facilities/camp-marin-sierra/4056>
 - Option: Camp Oljato Stan Kwan Lead
<https://pacsky.org/camping/camp-oljato/>
- Summer camps suggestion: Limiting number of scouts to 20 (Stan Kwang)
- National Jamboree- July 22-31, West Virginia

5. Advancement Coordinator - Diana

- Schedule SB Training (virtual) or in person Advancement training
- Schedule in person training for FAQs/reminders of process and resources/Q&A

6. Recruitment Coordinator - Carlotta

7. Membership Coordinator - Perry

- Last night to register 11/18

8. Webmaster Update- Vinayak

- Needs help identifying who attended night hike
- SOAR update

9. BOR Coordinator - Lorena

10. COH Update - Jenna and/or Ainsley

- Excellent COH
- Limiting length of COH went great
- Next COH February 24

11. Committee Chair Update- Michelle

- Scouting for Food - thanks to Stan and Jayden Ma for being leads. Sign ups open on the website. Garrett to announce for more attendance needed
- Positions Update:
 - Career Nights - I am happy to plan career nights with Scout Leadership 1x month but would appreciate suggestions. Assemblymember rescheduled from 12/2 to later date
 - Eagles Nest Coordinator - mentors and guides Life Scouts towards their Eagle Rank
 - Friends of Scouting Chair
 - Outings Adult Leads
- Next Parent night trainings on conducive Troop meeting nights (12/2, 12/9, 12/16)
 - BOR and Outings training was really well attended. Adult Lead for outings training video:
https://drive.google.com/file/d/1tgKxQR4TQ4cMq2Gh8S821d2Eo_4P68T9/view?usp=sharing
 - Board of Review training video:
https://drive.google.com/file/d/1ez9ZcNsEdtzwQrOnE5B0qQ-O_vsRw07-/view?usp=sharing

- *(can we distribute the links through an email, website & leave on the troop update in a section)*
- Merit Badge Counselors training- get on schedule Question for clarity: can parents be MBC's for their own child?
- Other training suggestions?

12. Treasurer

- Brianna Read will replace Tham Tam as Treasurer.

Meeting Notes

Scoutmaster - Rob:

- Stronger cell phone policy for scouts is needed. Need to have parental support on this as well. Eric said older policy was to collect phones for campout before and then give back at the end. If we did this there would need to be enforceable consequences. Usually drives to and from a campout are ok to have phone since they can be long drives.
- Discussion included not having phones out when there are activities and at scout meetings unless there is a specific reason to be looking something up that is scout related. Downtime is okay, but not staying up late in tent after lights out.
- ILST they had a dead zone and collected phones, but then gave them back for free time.
- Idea could be a meeting dropbox
- Policy needs to come from the scoutmaster and then out in the scoutmaster minute. Hard to change a policy mid-year, so need to think about this more.
- Michelle mentioned that some time during down times are important on longer trips to stay connected with family or for older scouts a girlfriend.
- Need to put out sign ups for Tree Lighting event in Alamo in December. Garret to email Michelle and Michelle will send out.
- Needed clarification on sending announcement to troop. Need to use: announce@bsatroop236.org for this (sends to parents and scouts)

PLC:

- December 2nd assembly member for career night is post poned so we can do an election meeting instead.
- November 18th is Thanksgiving Feast which is handled by the Wildfires. Michelle creates sign up genius. Tara mentioned that there is already a template and we can reuse and tweak and update based on troop attendees.
- Michelle to reach out to Carl about past template.

- Need to make sure it's clear that people know they need to RSVP in 2 places. The troop website for a head count and then sign up genius to bring food.
- We need to keep this to only scouts and their immediate family. Our troop is too big to bring extra people.
- CPC has round tables and chairs for seating. Longer tables for buffet table.
- Mark brought up protocol on checking in on scouts that may not be coming to troop meetings. Can we have patrol leaders check on this?
- Vinayak said that he can create attendance lists and have patrol leaders use this at their weekly patrol meetings.
- Tara said that when scouts no longer pay for registration she reaches out to check in with their families to see if they are a yes or no. So this happens every year. Now that Perry is taking over membership coordinator he can submit a list to Vinayak to remove the names of scouts that leave. Note: these scouts may stay on the BSA site and troop roster for around 90 days though.

Outings:

- Stan needs to cancel the December outing. Rob is checking his schedule to see if he can lead (so hold on canceling).
- Putting on the radar: PLC needs to be more proactive in getting outings on the calendar. March through May is critical to get on the calendar early so we don't lose out on reservations. Dec/Jan are usually hard for campouts due to holidays and weather. Better for day trips.
- Day trips can be Fishing, Hiking, Rock Climbing, Quarry Park, etc.
- Will mentioned that they are looking at booking Quarry Park in January and Big Basin Feb 13-15 and will confirm next week.
- Summer Camps: Stan looking into dates for Ojato. Michelle will wait to hear from Stan about dates but Marin Sierra is another option.
- Discussion about timing of camps but overall more important to get them on the calendar asap so parents can plan the summer break.
- Discussion about number of scouts in attendance. Camp Chawanakee had 34 scouts and it was very hard to manage. Either limit the number of scouts attending or have more active adult leads. Parents who go do not always actively manage the scouts.
- This needs to be revisited and look at guiding parents in how they can help manage the scouts.

Advancement:

- Diana would like to do a training on advancement like Tara & Mark did. Looking at Dec 9th or 16th. If anyone has any ideas they would like to include, let Diana know.

- We also need to do a scoutbook training via zoom. Now that there is scoutbook plus, it's all new again. Discussed putting this on the calendar for January.

Recruitment:

- 3 out of 4 events are complete
- January event will be the last one "Night with Eagles" event. Tara to share distribution list with Carlotta to get the panel confirmed for this event. Recommended trying to get a mix for the panel: older adults, college age and then current troop eagles.
- Tara is working on Eagle Scout Reunion date 12/22 so that it's closer to holiday break so kids are back from college.
- Tara to create Eagle Scout roster for website. Vinayak said that it needs to be a webpage, not put into the troop roster otherwise it gets mixed up with current scouts.

Membership:

- Sent out email reminders about registration payment. Only 65% have completed registration. There is a deadline of Nov 18th. Perry will reach out individually to people who have not paid. Anyone that doesn't pay will get deactivated and will not be able to sign up for outings.

Chair Notes:

- COH coordinators did a great job. Next COH is Feb 24th
- Jayden will send out another email about scouting for food event and an email about the Tree Lighting event.
- Stan brought up errors in the COH slides (Soren was not listed and no merit badges noted, some kids listed in wrong patrols). Tara brought up that not listing the merit badge earned was disappointing, but understand the need to minimize time.
- For future, COH coordinators have Chair and Scoutmaster cross check the reports vs. the slides
- Career night discussed and Eric pointed out that ASPL needs to drive this and give them a chance to step up on coordinating this monthly meeting.
- Brett & Eric holding the Eagles Nest but need to find a person to take over this role.
- Merit Badge training looking at in February. Question about merit badge counselors being an MBC for their scout. Not recommended. If your scout needs that merit badge, then offer it up in a group setting.
- New treasurer is Brianna taking over for Tam. Transfer needs to happen at the bank and Brianna and Tam are trying to get an appointment for this Saturday.

- Will brought up challenge to float \$8k+ on a personal credit card for summer camp lead. Eric said there is a way for the Treasurer to pay instead of the adult lead.
- Next Committee Meeting is Wed, December 3rd.

ACTION PLAN:

Scoutmaster / Policy

- **Rob**
 - **Draft a stronger cell phone policy for scouts, with input from parents.**
 - **Consider feasibility of collecting phones before campouts and returning them after, including clear consequences.**
 - **Announce final policy in a Scoutmaster Minute (after committee agreement, not mid-year).**
 - **Explore idea of a "meeting dropbox" for phone collection during meetings.**
 - **Coordinate with PLC to implement any phone-free periods during activities.**
 - **Check schedule to confirm whether he can lead the December outing before it's canceled.**
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Communications / Announcements

- **Garret**
 - **Email Michelle the Tree Lighting event details in Alamo (December).**

- **Michelle**
 - **Send out the Tree Lighting sign-up to troop.**
 - **Scoutmaster**
 - **Use announce@bsatroop236.org for troop-wide announcements (parents + scouts).**
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PLC (Patrol Leaders' Council)

- **Michelle**
 - **Create the SignUpGenius for the Thanksgiving Feast (Nov 18).**
 - **Reach out to Carl to get the past Feast template.**
- **Vinayak**
 - **Create attendance lists for patrol leaders to use at weekly patrol meetings.**
 - **Update rosters as scouts are removed.**
- **Perry**
 - **Send Vinayak the list of scouts who didn't renew registration.**
- **PLC Team**
 - **Replace Dec 2nd career night with election meeting.**
 - **Confirm seating logistics for Feast (CPC round tables and buffet layout).**
 - **Highlight RSVP in two places: troop website (attendance) + SignUpGenius (food).**

Outings

- **Stan**
 - **Hold on canceling December outing until Rob confirms availability.**
 - **Look into Oijato Summer Camp dates.**
- **Will**
 - **Confirm Quarry Park (Jan) and Big Basin (Feb 13–15) reservations.**
- **PLC**
 - **Start planning March–May outings early to secure reservations.**
 - **Brainstorm day trip options for Dec/Jan (Fishing, Hiking, Rock Climbing, Quarry Park).**
- **Committee**
 - **Revisit adult participation and management guidelines for large camps (like Chawanakee).**
 - **Draft guidance for parents on how to support scout management during campouts.**

Advancement

- **Diana**
 - **Plan Advancement Training for Dec 9 or Dec 16 (confirm date).**
 - **Collect input from committee for training content.**

- **Schedule Scoutbook+ Zoom training for January and announce to troop.**
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Recruitment

- **Tara**
 - **Share distribution list with Carlotta for the “Night with Eagles” January event.**
 - **Organize Eagle Scout Reunion (Dec 22) near winter break.**
 - **Create Eagle Scout Roster webpage (not in troop roster).**
 - **Carlotta**
 - **Confirm panelists for “Night with Eagles” (mix of adult, college, and current troop eagles).**
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Membership

- **Perry**
 - **Follow up individually with families who have not paid registration fees (65% complete).**
 - **Deactivate scouts who haven’t paid by Nov 18.**
 - **Provide list of unpaid scouts to Vinayak to deactivate.**
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Chair / Committee

- **COH Coordinators**

- **For February 24 COH, have Chair and Scoutmaster cross-check slides vs. reports.**
- **Jayden**
 - **Send reminder emails for Scouting for Food and Tree Lighting.**
- **Committee**
 - **Discuss Merit Badge Counselor policy (avoid counseling one's own scout; offer group settings).**
 - **Schedule Merit Badge Training for February.**
- **Brianna & Tam**
 - **Schedule bank appointment to complete Treasurer transition (Saturday).**
- **Treasurer (once transitioned)**
 - **Set up process for paying camp deposits directly to avoid adult leads floating large sums.**