Minutes

10th Ivanhoe Group Council / Committee Meeting

6.30pm Sunday 18 October 2026

Held at Wallace St Scout Hall and online via MS Teams

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1. **Welcome and Introduction – Group Leader**

   Attendees – in person– Peter Baranow (GL), Derek Wright (AGL), Stacey Morland (President), Michael Free (Venturer Leader), Timothy Morris (Cub Leader), Nick Laven (Scout Leader), Denis Cheong, Yuki Cheong, Dean Morgan, Tammy Morgan (Scout Leader)

   Attendees – Via MS Teams: Sophie Meehan, Guy Jamieson, Lauren Dowse, Charlotte Elder

   Apologies – Steph Richardson, Jonathan Levin (Treasurer)

   Thank you all that attended.

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2. **Previous Minutes – Acceptance or Feedback – President /Group Leader**
   - Previous meeting Thursday 7 May 2026. Minutes accepted.
   - Several previous actions relating to hall cleaning remain incomplete and were discussed further under Hall Cleaning

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Summary of Key Decisions in the meeting

1. Group membership fees to remain unchanged for 2027-28.
2. Hall cleaning roster to be reviewed and published electronically.
3. Front gate project to continue through grant and funding opportunities.
4. Group to support leader attendance at Jamboree through a dedicated funding allocation.
5. Composting and food waste reduction initiative to commence at the hall.
6. Scout Health implementation to continue toward mandatory use.
7. WhatsApp groups to focus on Scouting-related communication.
8. Pizza oven training opportunity to be offered to section representatives.

Agenda Items

3. **2027-28 Fees**

Discussion

- Current fees: $546 for your members (Breakdown: Branch $276 District $20 Group $250) Adult support: $50
- Group finances remain healthy
- Do we raise or leave fees?

Decisions: Group fees will remain unchanged for the next 12 months and revisit the following year.

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4. **Hall cleaning**

Discussion:

- A hall cleaning roster developed by Jennifer Clarke (26 August 2026). It has not been emailed to all member yet.
- Peter to email Stacey the email from Jennifer. Take Rovers out. And publish on website and print each quarterly.
- Peter to send me a current list
- Once a month send out who is on.

Decisions

- Cleaning roster to be published electronically and print each quarterly for in hall.
- Rovers to be removed from cleaning allocations.
- Cleaning schedule to be reviewed regularly and updated as membership changes.

Actions

Action	Responsible
Review existing cleaning roster (from Jennifer) and update membership (remove Rovers and members who have left). Email list to Stacey	Peter
Publish roster electronically on Group website	Stacey
Provide updated membership list for roster maintenance	Peter
Send periodic reminders (monthly) via WhatsApp to upcoming cleaning families	Group Leader

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5. **Front gates**

Discussion:

- Grant application submitted to Banyule City Council, outcome expected late November. Grant up to $10,000.
- Estimated project cost approx. $25,000 to $26,000 including permits, design work and electrical installation.
- Concern raised that Council may provide only partial funding (not the full $10,000)

- Alternative grant through Federal government (Kate Thwaites)
- Looked at alternative gate design (swinging gate instead of sliding gate. Apparently same price.

Decisions

- Continue pursuing grant opportunities before committing significant Group funds.

Actions

Action	Responsible
Investigate Federal grant opportunity	Derek
Seek additional gate quotations and cost options	Peter
Speak with Karl's brother regarding possible installation assistance with a DIY gate kit	Peter

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6. **Jamboree 2027/2028**

Discussion

- Victorian Jamboree fees were reviewed.
- Early communication considered important to allow leaders and families sufficient time for planning and leave arrangements.
- Group financial support for leader attendance.

Decision

The Group agreed in principle to:

- Fund registration full costs for participating Line Leaders.
- Contribute up to 50% of fees for eligible Service Leaders.

Establish a provisional budget of approximately **$4,000-$5,000** to support leader participation.

Action	Responsible
Develop formal Jamboree funding policy	Group Leadership Team
Continue promotion to Scouts and families	Section Leaders

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7. **Christmas Tree Fundraiser**

Discussion

- Volunteer roster almost complete, with one sales shift remaining unfilled
- 6-7 families not responded. Call to add them to busy times Saturday mornings.
- Michael and Peter already busy planning and picking up stands this week. Plan two trucks and two trailers (300 trees first weekend and 150 second weekend).

- Sold all in the last few years and usually make $10-$12k profit. Keep pricing similar to last year
- Marketing - Emailed to all those that bought last year. Already have some pre-sold/booked
- Start documenting Christmas tree fundraising process to avoid volunteer burne=out and succession planning. Could look to have others shadow.

Decisions

- Continue current two-weekend sales model. Do not expand sales operations at this stage.

Actions

Action	Responsible
Circulate list of families yet to volunteer	Peter
Contact remaining non-responsive families regarding volunteer shifts	Stacey
Draft Christmas Tree process and operations documentation	Peter/Michael
Request collection of suitable ice cream containers for tree stands on WhatsApp	Stacey

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8. Food Waste and Recycling

Discussion

- Compost bin now available to use in the hall grounds – for food waste from section nights and events.
- Introduce food waste collection from section nights, events and camps. To promote environmental practices consistent with Scouting values and what is done in the community at home.

Decisions

- Food waste collection to be trialled. Food waste collection bin to be introduced to the kitchen and any food waste generated from a section night or event to be emptied into the compost bin straight away.

Actions

Action	Responsible
Install signage in kitchen regarding food waste collection and compost and install a sign in the Q store as a reminder for leaders to take a food waste collection bin (to be placed in q store) on camps	Stacey
Inform all leaders and Scouts of composting procedures	Group Leadership Team
Investigate compost collection arrangements for camps	Stacey

9. **Scout Health**

Discussion

- Derek (Scout Health Ambassador) provided an update on Scout Health implementation. (Scout Health is a secure online platform to collect, store, and manage Scout Vic member health and medical information, replacing the older Operoo.
- Leaders were reminded that Scout Health will soon become mandatory.
- Future activities will require participants to have completed Scout Health records.
- Processes for youth linking and visibility between sections were explained.

Decisions

- Continue transition to mandatory Scout Health usage.
- Linking activities to be used where sections require temporary visibility of youth records.

Actions

Action	Responsible
Generate list of members who have not completed Scout Health records and provide list to Section Leaders	Derek
Follow up families yet to complete Scout Health record	Section Leaders
Create linking activities as required (this allows other section leaders to view the record)	Derek / Peter

10. **Individual Adult Volunteer Plans (IAVPs)**

Discussion

- New Individual Adult Volunteer Plan requirements were discussed.

Action

- Peter (Group leader) to conduct an IAVP with each section/unit leader to check in how they are going, enjoying it and discuss Personal Development Goals.

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11. **WhatsApp Group Chats**

Discussion

- Raised that too much non-Scouting discussion within official Group chats, can lead to important communications being possibly overlooked or members switching off or leaving the chats.

Decision

- WhatsApp groups should remain primarily focused on operational Scouting matters.
- Social discussion should occur in separate dedicated groups where appropriate

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12. Wood Badge Project

Discussion

- Tim outlined a potential Wood Badge project exploring the history of 10th Ivanhoe and 2nd Ivanhoe Scout Groups and possible future naming considerations (change to 2nd Ivanhoe)
    - Historical interpretation and documentation.
- Alternative project ideas included:
    - Look into group history
    - Honour Boards for Peak Awards and major youth achievements.

Decision

- The group would not be changing its name as that is our identity and have history
- Tim to explore other project ideas

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13. ARAP Feedback and Community Engagement

Discussion

- Feedback from the recent ARAP was considered. Monday not considered a good night due to other family/kids activities. Improving catering options
- Other group social engagement opportunities e.g. end of year group celebration (already a busy period) or in the new year February or March prior to Scout census date.

Outcome

- ARAP to be possibly held on a Sunday and explore other food options.
- General support for future social activities during less busy times of the year - February or March

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14. Other Items
Health, Safety and Child Safety

Discussion

- To make this a regular item on the agenda for members to raise any health, safety or child safety concerns.
- No significant concerns were identified.
- Upcoming District meeting will include a presentation regarding sexual harassment prevention.

Action

- Peter to attend District meeting and report back on relevant learnings.

Pizza Oven Training

Discussion

- Credit obtained through the pizza oven purchase is available for training purposes. Supplier offers pizza-making and pizza oven operation courses.

Decision

- One leader from each section will be offered attendance first. Look to have before the end of term so pizza oven can be used for end of term event.
- Additional places may then be offered to other leaders, parents and volunteers.

Actions

Action	Responsible
Confirm course dates with supplier	Denis
Seek nominations from each section	Section Leaders

Unit Progression and Leadership Capacity

Discussion

- Section leaders reviewed current youth progression arrangements.
- Communication between units appears effective.
- Significant movement of Scouts into Venturers is expected. But a number of Cubs due to also move up next year.
- Recruitment of future leaders remains challenging.

Notes

- Potential future support identified from Tim (Alfie's father).
- Existing recruitment efforts will continue.

Actions

Action	Responsible
Continue monitoring youth progression across all sections	Section Leaders
Record linking activities in Scout Health	Derek

Next Meeting: To be confirmed. But looking at February 2027 – with view to arrange a group social session .