

**Boy Scout Troop 465**  
**Troop Committee Procedure for Approval of Annual Calendar**

The Troop Committee is required to approve and publish the Annual Calendar every year after it has been created by the Scouts at their annual planning session in August. The calendar is planned at a session attended by the Scoutmaster, Committee Chair, Senior Patrol Leader, and the Scouts.

When planning the Annual Calendar, the Scouts should consider their individual interests, need for advancement and skill development. Other considerations for the Troop Committee are school calendars and special holidays; costs; leader availability; and overall feasibility. It is the Troop Committee's responsibility to ensure that the events selected by the Scouts are carried out in a manner that provides a safe and fun experience for all of the boys, under sufficient and appropriate supervision by the adult leaders in the Troop. An Annual Calendar that accomplishes the foregoing will help maintain a high level of interest for our Scouts and ensure the continued viability of our program for the future. It's important to keep in mind that boys will join and stay in our Troop only if they are having a fun experience. If they are not; if they become bored with what they are doing; or if the Troop fails to offer exciting and fun campouts and events, then they will eventually lose interest and drop out of our Troop or maybe even Scouting altogether.

The process for approval of the Annual Calendar is as follows:

1. The Annual Calendar shall be submitted to the Troop Committee annually, not later than five (5) days prior to the 3<sup>rd</sup> Tuesday of August. This will ensure that the Calendar is available for approval by the Committee at its August Committee meeting.

2. The Scoutmaster or Outdoor Chair will present the Annual Calendar to the Troop Committee at the August Committee meeting.
3. The Troop Committee will review the proposed Annual Calendar, keeping in mind the Things to Consider guidelines attached as Exhibit "1."
4. The Troop Committee will confirm that a Lead Scout and a Lead Adult have been assigned to EVERY campout and event on the Annual Calendar. Events without these assigned individuals will only be conditionally approved.
5. The Troop Committee will compare the proposed Annual Calendar with the Cherokee County School Calendar and other community calendars to ensure that campouts and planned activities do not conflict with any special holidays, events, etc.
6. If conflicts are noted, the Annual Calendar will not be approved but will instead be referred back to the Scoutmaster and Senior Patrol Leader to correct any conflicts.
7. Once the Troop Committee has confirmed that the Annual Calendar does not conflict with any other events and that it appears on its face to satisfy the available guidelines, it will be subject to a vote in the Committee meeting.
8. If approved, the Annual Calendar will be published to the entire Troop and placed on the Troop's website.

## **EXHIBIT 1**

### **Boy Scout Troop 465**

#### **Things to Consider When Selecting Campouts and Outdoor Events**

Boy Scout Troop 465 has always prided itself on having a robust annual calendar, one filled with a variety of events and fun activities for its Scouts. Our Scouts have attended numerous Summer Camps; gone on many Philmont expeditions; and visited and camped at more locations than can be counted. These events have always been selected and scheduled by Scouts at the annual planning campout held in early August. The decisions on which events to include, where to go and what to do when they get there are made by the Scouts. However, to ensure the continued development and approval of a calendar filled with interesting and fun events, the Troop Committee has created the following guidelines for the Scouts to consider when planning campouts and other outdoor events in the coming year, so that the Scouts and leaders will have criteria available to evaluate and select proposed outdoor events, and also so that the entire Troop will understand the process for ultimate approval of the calendar by the Committee, after it has been created by the Scouts at the planning campout.

In addition to using the BSA annual program planning tools, when planning the annual camping and outdoor events, the Scouts are encouraged to consider the following criteria:

1. Troop Goals- What do we want to accomplish this year as a Troop? What did we do last year that we liked? What did we do that we don't want to do again? What new ideas have been mentioned for this year? Which ideas match best with what we want to accomplish this year as a Troop?

2. Location – How far away is the destination? Have we been there before? Did we enjoy it the last time we went? Are there locations nearby that we have never visited? What destinations are there in Georgia that we might want to explore? What activities are offered at the selected destination? Are there activities for all levels of Scouts? What advancement opportunities are available at the selected location? Will the weather cause any issues? How many times do we want to use the Scout Hut this year?
3. Type of activity – What do the boys want to do this year? Is there anything new that they want to try? What Scout skills do we want to learn and apply this year? What weather challenges might we anticipate for a given activity? How much will it cost? How many Scouts are interested in the chose activity? What locations are available for that activity?
4. Summer camp – Do we want to have our own camp or visit a council camp this year? If we go to a council camp, where do we go? What is their program like? Where is it located? How expensive is it? How far is it from Cherokee County? How many boys will attend summer camp? Do we have sufficient resources to run our own summer camp? What merit badge programs do we want to have at camp? What activities do we want to have?
5. Transportation – How much will it cost to get there? How far away is it? Can we drive? Is there a charge to park? Will the destination result in poor attendance? Where is the meeting point? Can we depart from and return to the Scout Hut? Will we have enough drivers to get the Scouts to the destination? Are there any other special transportation issues that need to be considered?
6. Cost – What fees are involved? Is it too expensive to go? Will too few Scouts attend because of the price? When do we have to pay the fees? What deposits are required? What is the transportation cost? Can we do the same thing at another location for less money?
7. Variety – have we done this before? Did we do this last year? Do we want to do this again so soon? What new events do we want to try? When was

the last time we did this? What kind of participation did we have last time we went there?

8. Interest – How many Scouts really want to do this? If we schedule it, will they still come to the event? Does everyone really know what is involved with this event? Do we know enough at this point to really gauge our interest in this?
9. Equipment – Do we need special equipment for this trip? How much does it cost? Do any of the Scouts already have this equipment? Can we borrow it? Can we rent it? Do we need special training on the equipment? Do we have to transport special equipment, and if so, how much does that add to the cost of this event?
10. Leader availability – How many leaders do we need for this trip? Do we have enough? Will the leaders be willing and able to go on the trip? Will the leaders need special training for this? Will the timing of this trip cause a shortage of adult leaders?
11. Calendar conflicts – Will the timing of the trip conflict with other Troop, school or community events? What about holidays? How many days/nights will this trip last? Will other events reduce the number of Scouts attending this event?
12. Final approval – Is there a Scout who has committed to leading this event? Is there an adult who will lead it? Keep in mind that the Committee must approve all events on the calendar and will only do so if there is a Lead Adult and a Lead Scout confirmed for the events. Events without either shall only be conditionally approved and are subject to cancellation if not fully staffed and planned.

All of the foregoing should be considered when planning events for the upcoming year. Keep in mind that the initial interest shown by the troop members may change over time. It will be important to promote each event so that a high level

of excitement and anticipation is maintained during the weeks prior to any given event. This will help ensure good attendance and a fun event for all who attend.