

Pack Committee Meeting

Part 1: Evaluating the previous month:

1. Membership

- a. Secretary takes attendance for the Unit Committee Meeting, welcome new parents.
 - b. Monthly Attendance Report - submit a permanent record of attendance for each den.
 - c. Discuss current unit membership, outreach, bring a friend, school promotions, etc.
 - d. Make any plans needed to invite missing kids back to the program within their dens.
2. Congratulate any adults for completing trainings, special awards or recognitions, thank those who helped with special projects, make plans to write thank you notes to third parties, etc.

Part 2: Finalizing the current month:

3. Advancement

- a. Submit a permanent record of advancement for each den, and update a council advancement form to order the recognition items that need to be presented at the next meeting.
 - i. Include Rank Advancements, Belt Loop & Pin Awards, Arrow Points, Uniform Parts, etc.

4. Finance

- a. Submit a permanent accounting report on the Unit's current finances for the:
 - i. Local bank account
 - ii. Council Unit account
- b. Fundraisers - make decisions on any needed fundraising campaigns.
- c. Supply List - make decisions on any materials that need to be purchased.

Part 3: Planning ahead:

5. Outdoor Program, Upcoming Meetings, Activities, and Events:

- a. Review the Upcoming:
 - i. Den Meeting Plans
 - ii. Tiger Cub "Go See Its"
 - iii. Pack Meeting or "Blue and Gold Banquet"
 - iv. Pack Trip or Outing
 - v. Cub Scout Recruitment Events
- b. District & Council Events:
 - i. District Pinewood Derby, Parent / Son Camporee, Residence Camp, Day Camp, etc.

6. Training Events

- i. Next Position Specific Training
- ii. Next BALOO Training

7. Public Relations & Other Announcements:

- a. Service Projects
- b.
- c.

Part 4: Unit Leadership Enhancements:

8. Address current leadership needs:
 - a. Fill any vacant positions listed to the right >
 - b. Review current committee tasks
 - c. Delegate any final assignments

Part 5: Social Time and Fellowship - Adjourn

Unit Committee Support Positions:

- Chartered Organization Representative(s)
- Unit Committee Chair
- Secretary
- Membership
- Advancement
- Finance
- Outdoor Program
- Pack Trainer
- Public Relations

Pack Leadership Support Positions:

- Cubmaster
- Asst. Cubmaster(s)
- Den Leaders
- Asst. Den Leader(s)
- Den Chief(s)