

Minutes of the Valley Highlands Area meeting held on **Thursday 16 October 2003**

PRESENT: Jean Lasenba (VH Area), Charlie Gale (DAC Program), Andrew Wise (1st Drummund, awise01@sympatico.ca), Ken Richardson (1st Merrickville), Valerie Venables (4th Perth, kvr63@hotmail.com), Kim Comstock (2nd Smiths Falls), Roger Nuttall (VH Area), Chris Tyler (VH Area), Stan Lasenba (2nd Smiths Falls), Allan Yates (1st Merrickville), Brock Menzies (VH Area, brock.menzies@sympatico.ca), Michelle Niefer (VH Area), Diana Nuttall (VH Area)

7:00 pm – Michelle called the meeting to order.

Items discussed:

- Prayer by Stan Lasenba.
- Minutes from last meeting.
 - Not distributed by Michelle Niefer.
 - Read by Stan Lasenba.
 - Acceptance moved by Ken Richardson, seconded by Roger Nuttall, passed.
- Reported from Voyageur Regional meeting by Michelle Niefer.
 - Did not attend last week's meeting and did not delegate to anyone.
 - Attended previous week's meeting.
 - Insurance effective September 1st starting next year.
 - Concern raised about Scouts that start after September 1st.
 - Registration to take place earlier.
 - Area Commissioner should have an assistant.
 - New group committee handbook available on Scouts Canada website.
 - <http://www.scouts.ca/inside.asp?cmPageID=426>
- 15 Minute Topic (Registration) by Diana Nuttall.
 - A person is covered for insurance as soon as they are entered into MMS (Membership Management System). This year the insurance deadline was September 30th. Anyone who is not on the MMS is not covered, this includes helping parents and visiting youth as well as members.
 - Next year the insurance deadline will be September 1st in order to fit into Scouts Canada's fiscal year. This means your group will have several choices: 1) To pre-register in the spring (May or June). 2) To hold your registration night in August. 3) To not hold meetings until after registration and entry of all personnel onto the MMS. 4) Some combination of the above.
 - For people not having access to high speed internet service, there are several options: 1) The local libraries in the towns of Carleton Place, Perth, and Smiths Falls have computer terminals available for the public. 2) The regional office in Ottawa makes computers available for groups to enter their information. 3) This year, national is hiring data entry people as needed and will enter anybody not already entered.
 - All of Canada is on the same MMS system and there is system overload between 1pm and 1am. The best times to get ready access to the system is between 3am and 7am. Give me your papers and I will get them on-line within a few days.

- Adult registrations cannot be confirmed until Voyageur has received (and entered a valid PRC and interview). The interview and PRC should be completed before the adult has any contact with the youth or handles any Scouting funds. To get a PRC the person goes to the police force relevant to where they live. If the OPP is involved, arrangements can be made with Neil Fennel at the Perth office for someone in your group to bring in the applications and identifications, and later to pick them up. Arrangements can be made to have the completed PRC mailed back to whoever brought in the application. Perth OPP office is the headquarters for all of our Area except Arden and Portland so anyone can go there for their PRC. The hours vary at different sub-stations, but Perth's hours are 8am to 4pm.
- Please send ALL paperwork through me. I need the information on the registration forms and I have devised a system that (so far) has not mislaid any PRCs. I will return the PRC original at the next Area meeting. If for some reason you take the PRC into Ottawa, get them to photocopy it and wait to get the original back to return to the applicant. Please take note of the date the police have completed the PRC and pass that information to me.
- DAC Youth Report by Brock Menzies.
 - Working with youth to get opinions and bring these to the area.
 - Want youth name from each group to meet together.
- DAC Group Support & Registrar Report by Diana Nuttall.
 - Only 4 groups have submitted their registration forms so far (with 2 more tonight) although others have indicated they are struggling with the MMS and will be getting their papers to me. Only 50% of groups so far.
 - Both 6th Rideau Lakes and Lombardy are folding. I have not heard from Pakenham. Charlie Gale volunteered to go out on Monday evening, when they used to meet, to see if he could find any Pakenham folk.
 - I will have the directory on-line by the end of next week and anyone wanting attendance sheets (youth and adult) will be able to get them by the end of next week. These are for activities like Kub Kars, Scout Trees, etc. I will have paper copies of the directory at the next meeting for those groups who do not have email access. Please let me know.
 - The new group committee handbook is now available online at www.scouts.ca.
 - Andrew Wise is the new chair for 1st Drummond.
- DAC Program – Charlie Gale.
 - Meeting held with each section service team.
 - Event calendar made and primes allocated.
 - Route program questions through Charlie.
 - JOTA camp had zero (0) groups registered so it will be cancelled. Two groups for sure are going to the GreenWing JOTA camp.
- DAC Training Report by Roger Nuttall.
 - We had six people take the Basic Outdoors Skills course on the weekend of September 26-28. Any new leaders still wanting this course can register through the Council website for the Nepean Area Basic Outdoors Skills course on Nov 1 & 2 to be held at a camp near Manotick.
 - The Patrol Leaders' Conference is on the weekend of Oct 24-26 at Whispering Pines.
 - I hope to have the 1st Standard Aid Course on Nov 15 & 16. I will notify the Group Chairs as soon as I have confirmed a place to have it. Cost about \$50.
 - I hope to get the Gateway training for any new members set up next week, so if you haven't give me your Groups requirements for this training, would you please send it to me.
 - 3rd Carleton Place has already done some Gateway training.
- Camp – Stan Lasenba.
 - Rideau Valley Conservation Authority (RVCA) visited the camp.
 - Camp Committee doing guidelines for each site taking into account RVCA wishes.
 - 5 year plan in process of creation. To be distributed by the end of January. This will define a "Wilderness Camp".
 - Lock has been changed. Call Stan for new combination.

- Finance – Jean Lasenba.
 - Rovers 1st Lombardy need to submit financial statement as they folded.
 - 3rd Smiths Falls need to submit an equipment list and financial statement as they folded six years ago.
 - \$2,43 was returned from the bank (error on their part).
 - 2nd Carleton Place has not paid for their area badges from last year.
 - Michelle Niefer submitted receipts for Bingo workers, meeting refreshments, and banker's boxes for reports sent to region.
 - Motion to accept financial report moved by Diana Nuttall, seconded by Kim Comstock, passed
- 1st Drummond
 - Nothing new.
 - Beavers and Cubs going.
- 4th Perth
 - Going well.
 - Apple Day will have Scouts on Friday night, and Beavers/Cubs on Saturday morning. Not much participation from Beavers.
 - Scouts might do Apple night again as they can't get their hall the following meeting night.
- 3rd Smiths Falls
 - 1 new leader.
 - 5 Guides joined Scouting as they called Kim Comstock by mistake and were enlightened as to the benefits of Scouting.
 - 10 Scouts.
 - Forfar Dairy (Portland) fundraising available. Cheeses and baskets of all types for sale. 35% of the sale price is kept by the group. Contact Murray Campbell at (613) 272-2107.
- 1st Merrickville
 - Soapbox Derby very successful. Kemptville and Oxford Mills packs participated as well. Soapbox Derby badges are available for sale. See www.1stmerrickville.ca.
 - GST refund cheque came in.
 - Popsicle-stick bridge breaking competition in the planning stages. Looking at inviting other groups to participate.
 - Very rainy Apply Day, but proceeds OK.
- Ken Richardson highlighted that the Chair or delegate from each group in the area MUST attend the area meetings. It is the key method for disseminating information.
- Send any suggestions for the 15 minute topic to Michelle Niefer.
- Popcorn
 - Orders due into Allan Yates (269-3074, allan@yates.ca) no later than November 14th.
- Dorchester International Camp for Scouts and 3rd year Cubs is held in May each year. Held in Dorchester Ontario. Highly recommended, lots of cool activities. See www.dibc.on.ca for more information.
- Motion to adjourn by Stan Lasenba, seconded by Kim Comstock.