

**SCOUTS AUSTRALIA
NEW SOUTH WALES BRANCH**

STATE MINDARI

Meeting held at 0830am on 12 September 2009
At Pennant Hills Scout Centre

MINUTES

1. OPENING – WELCOME, INTRODUCTIONS.

The Chair (Phil) welcomed the members of the Mindari to the meeting.

Present: Phil Crutchley (Chair), David Spear, Gail Paddison (Scribe), Michael Barnes (SC&T), Randall Jones (SN), Wayne Finch (SNR). Barry Read (TGW), Ray Read (Hume), Graham Richards, (NC), Chris Chapman (SM), Robin Garrett (GWS), John Rosberg (NW), Murray Baker (Branch Advisor), Lindsey Jeffs (SM) and Kevin Allen (H&C).

Apologies: Warren Batty (Lones).

Visitors: Alison Draper NC, Noel Cardwell (Riverina), Grant de Fries CCNSW, Cameron Baxter RCVNW.

2. RECOGNITION OF SERVICE AWARDS

Congratulations to David Spear on his Certificate of Merit award and 5 Year Service Award.

The Mindari also recognised Phil Crutchley on achieving his 20 Year Service Award.

3. MINUTES OF LAST MEETING.

Minutes from the State Mindari meeting held on 13 June 2009 were moved and adopted as a true and correct record.

Moved: Graham Richards

Seconded: Kevin Allen

Carried.

4. ACTIONS & MATTERS ARISING FROM PREVIOUS MINUTES.

The following actions for completion were recorded in the Minutes of the September 2008 Mindari;

Item No.	Issue(s)	Decision	Action/Resolution
4.1 WA Backwoodsmanship course	Looking to run trial in 2 nd half 2010 in North West region		Ongoing. PHIL CLOSED

5. REGIONAL REPORTS.

The circulated reports were received from All Regions

Item No.	Issue(s)	Decision	Action/Resolution
5.1	SYC to be added to format	SYC to be added to format	RCS ONGOING CLOSED
5.2	SC&T WWG Rover Venturers Scout activity explained to Mindari	WWG info available on www.patroltent.com	FYI CLOSED
5.3	SC&T ASM misinterpretation re 'demonstrate an active	ASM guidelines can be listed on www.patroltent.com , but	Phil to follow up and investigate

	leadership role in scouting' Do we need a checklist for ASM.	needs to 'have talk to your RCS' at top of Guide. Checklist for guidelines for ASM to be formulated and placed on www.patroltent.com Guidelines for Adventurer Level Journey and ASM process guidelines as per Mindari approved docs.	Phil/Murray to investigate.
5.4	SM Scout – Venturer conversion of interest	Despite @ 900 scouts, venturers numbers @ 200.	
5.5	SM SYC increasing interest in nominating for SYC	SYC reps be elected by their peers if possible. Lindsay to wait for formally elected reps	
5.6	TGW – Gundabooka Scout project. Stack Haycock continuing to support however those troops need to be incorporated into TGW region processes.		
5.7	H&C attempting to address loss of scouts between Scouts/Venturers	Utilising letter to all scouts turning 14 from RCS/RCV. RCV and VL then to follow up scouts to hope to retain to venturers. Region office coordinates mailouts. Exit interview?	Copy of letter to be circulated with Mindari minutes. Kevin to forward to Gail.
5.8	H&C Stop the Drop – all districts to run activities during summer holidays. Region supports with prizes.	H&C program for this is very successful.	
5.9	SC&T 14yo on return from Jamboree will return to a letter encouraging them to continue the fun from Jamboree at Venturers. Mindari very supportive of this initiative.	Mindari unanimously endorsed this initiative. All 14 year old scouts attending Jamboree will have letter sent timed to be waiting at home for them as they arrive home. Letters to be organised and to RCS sign at Jamboree prior to posting.	All RCS to organise their region's letter ready for it to be printed at Jamboree and mailed. Randall/Phil Mail to 680 Scouts who will be 14+ at Jamboree.
5.10	NW Problems with region website being offline and difficult to upload content to.	As part of Operational Plan this can be discussed to Feb 10 Mindari.	
5.11	Hume New multicultural Troop with 8 scouts and 3 leaders in training. Venturer leaders being encouraged to visit troops and make contact with scouts to encourage and facilitate linking to Venturers		
5.12	GWS Verbal report. Increases in Rally attendance and leader interest.		

6. PAST STATE EVENTS

Item No.	Issue(s)	Decision	Action/Resolution
6.1	State Rally (Target B.4) *Cost increase due to increased site fees at Cataract.	Friday night – 1 incident necessitated 2 scouts being sent home. Issue has been followed through appropriate processes.	Phil/Ray/Lindsay to re-examine Rally format across the board. Process was correct as per Branch Policy.
6.1.2	Patrol Management needs attention		Phil/Ray/Lindsay to re-examine Rally process. As per 6.1
6.1.3	RAC 4 (Feedback from scouts) Hot water was not available to scouts on some RACS.	Need to ensure hot water available and well signposted. Cooking at lunchtime using hexies/ trangles is allowed. Cooking fires will be available breakfast and tea time.	All RCS/ RAC Leaders to note. CLOSED
6.1.4	Using noodles for main meal issue. Estimate 70% using noodles. (ie 2-minute noodles)	Good opportunity for Scout Leader training! RAC Manual needs to be used. Once online application process in place all PL's can be sent info package.	ALL RCS to address menu planning issues. CLOSED
6.1.5	Supervision lacking Saturday evening.	RAC management issue. On check-in – patrols should be advised re lines of assistance on that RAC.	All RCS/ RAC Leaders to note. CLOSED
6.1.6	Why do some RACS sell junk food to youth members. Rubbish generation issues Inappropriate	Discussed in June 2007 Mindari. Mindari has agreed that NO JUNK FOOD be available for sale at RALLY	All RCS/ RAC Leaders to note. CLOSED
6.1.7	Night time Activities – scouts reported not enough on. Movies not offered on RAC 4 or RAC 1. Rac 5 had a band. RAC 3 showed 3 movies. RAC 2 showed a movie.	Format Review – entertainment needs to be RAC based on Saturday night. ? Need a Friday night activity	All RCS/ RAC Leaders to note. CLOSED
6.1.8	RAC Activity utilising baked beans – hygiene/cross infection risk not addressed.	This should be addressed through activity risk assessments. Get them in early.	CLOSED
6.1.9	RAC 5 – Thankful that their venturers were in attendance		FYI
6.1.10	Scoring overall – mostly positive but still checking campsite tidiness an issue.	?Format review	Phil/Ray/Lindsay to re-examine Rally process. As per 6.1 ONGOING
6.1.11	Campsite numbering on RACS a great way for identifying patrols presence.		All RCS/ RAC Leaders to note. CLOSED
6.1.12	Some PL's requesting feedback on their performance (not their score) but tips on improving etc	?Format review Leaders running activities should be giving PL's feedback on how they performed on their activity, be frank and supportive.	Phil/Ray/Lindsay to re-examine Rally process. As per 6.1 ONGOING
6.1.13	Camping Standard Score, some SC&T patrols received		All RCS/ RAC Leaders to note.

	0. Need to be vigilant in ensuring we see and score the patrols.		CLOSED
6.1.14	Closing Ceremony	OFFICIAL SCOUT UNIFORM required for Closing ceremony. This is compulsory. Uniform can be left safely on their Friday night sleep point as they return there Sunday lunchtime.	RCS to ensure this is message is broadcast to all.
6.1.15	Comms processes Ran well Great support for management team for accessing information quickly. Still a need for Admin staff to be incorporated into the system.		DAVID/MURRAY to investigate having admin staff on Comms system.
6.1.16	Welfare Parents RAC Management of incidents	Management of incidents on RACS by RAC leaders needs attention. Supervision of parents movements an issue.	All RCS/ RAC Leaders to note. CLOSED
6.2	NSW State Rally 2010	6/7 August 2010	All RCS/ RAC Leaders to note.
6.3	Advanced Scout Leadership Course (Target B.2)	Short PowerPoint presentation of weekend. Full report in Feb 2010.	David to organise for Feb 2010.
6.3.1	ASLC Dates for 2010	March/April September/Oct	David to set dates and publish before end Sept 2009.

7. FUTURE STATE EVENTS

Item No.	Issue(s)	Decision	Action/Resolution
7.1	State Scout Youth Council (Target C.1, C2) Shirt Pocket on Scout Uniform to small. Names to Gail Asap. Preferably elected at a SYC meeting by their peers Could all RCS appoint a young SL to mentor their region's SYC representatives	Names in ASAP Glenfield 20 – 22 November Bunkhouse Accommodation Young Leader to accompany – will be working with forum as mentor and facilitator within home region.	Gail to collect and administer SSYC Weekend Meeting. RCS to investigate /appoint active young leader for region SYC mentor.
7.1.2	How many Scouts should come from each region?	SSYC to discuss proportional representation	Gail to list as issue for discussion at SSYC.
7.2	C14 (Dates for Selection for 2010) (Target A.3, B.1) July 16-18 2010 Glenrock		David/ Gail to coordinate
7.3	Cuboree 2011 (Target A.3) Cataract January Sunday 9-12, 2011	David Spear will be running a Sub Camp and will not be available to run an activity.	Phil to discuss with Jan Goodall.

7.3.1	We have been asked to run an activity based around Challenge Valley (Cub Version). Also utilising Try Scouts criteria within the activity. Our Theme - Timewarp	Ray Read Volunteered to coordinate activity Base. Other Bases - Magic, Space, Australiana, Romans. They have been asking about: - Handbook Comms Transport	Ray Read to co-opt help and resources for this activity. ONGOING
7.3.2	Qualifications for scouts to attend Cuboree – Seeonee to give Mindari criteria for discussion.	Scouts need to be - Approved by RCS Pioneer Badge Basic Leadership Course Minimum of 2 years in the Scout Section or be assessed. Scouts attending Cuboree not to be used as slaves. Jobs to be appropriate to their age and ability. Want Sub Camp leader for Scouts / Venturers.	All RCS to note and ensure distribution through regional Mindaris . Phil to formally advise Jan Goodall of Scout Section eligibility requirements. CLOSED
7.4	Feedback from Cub Section – some CSL are meeting with resistance implementing Try Scouts program.	Please encourage intersectional activities in your regions.	All RCS to note. CLOSED

8. SCOUT SECTION OPERATIONAL PLAN

Item No.	Issue(s)	Decision	Action/Resolution
8.1	Progress Reporting David presented plan reporting process, and areas RCS will need to account for in their reporting.		All Mindari Team Ongoing
8.2	Mechanisms for reporting David presenting reporting format and explained process.	February Report should be completed in January and sent in with your Mindari report on 31 st January for Feb 13/14 2010 Mindari.	ALL RCS. ONGOING
8.3	Focus Areas for 2010	A.2 Scout Venturer linking building on Letter going out to 14+ A.1 Promotion A.3 Focus in second half of year C.1.2 Forums for Development, Direct Communication	All RCS ONGOING

9. AUSTRALIAN JAMBOREE - 2010

Item No.	Issue(s)	Decision	Action/Resolution
9.1	Outstanding Monies. Groups all sent email notifying outstanding payments. Must pay in full by 22 nd September. Letter will then be sent. If no payment, applicants will get individual letter, if no	RCS given region listing of delinquent groups. Please follow up quickly.	Chris Chapman For followup on planned actions.

	payment, applicant will be withdrawn.		CLOSED
9.2	Refunds for Tony Balthazar grants will be sent to the applicant. They will then need to use that money to pay for their region's transport fee.	This is an attempt to keep some anonymity in this process.	Chris Chapman to follow up CLOSED
9.3	Overage Applicants	2 Scouts from Port Macquarie have been rejected due to being overage. This decision will stand.	PHIL. CLOSED
9.4	Closing date 30 th September 2009	Pioneer Badges must have been earned by this date. Must be a Scout in the Scout Section, and have been in scout section for 12 months. Must not have attained their 15 th birthday by 4 th January 2010. Leaders must have received their appointment or had it approved. Need listing of leaders in the lines including service leaders and their identified jobs. This includes CWL and carers. Need names of advance/rear party leaders.	Randall RCS/RLL URGENT ACTION REQUIRED CLOSED
9.5	Withdrawals	Please check Randall's list of withdrawn applicants so you are aware. Whilst they have been withdrawn officially the troop needs to be updated. Randall will do this.	All RCS/RLL URGENT ACTION REQUIRED CLOSED
9.6	Exception Reports Distributed to RCS by Randall. To reduce numbers of scouts who need to go through the Assessment process. This list can be printed off DIBBS system.	RED – Listed on MIS as Resigned/transferred or rejected due to age. Please check their membership status and correct where necessary. MUSTARD – CUB ring region office and check status and have changed if youth member has not had status updated. YELLOW – scouts that have joined the movement before the end of February, or last transfer was the end of Feb....therefore in scout section less than 12 months. Rest of list are scouts who have joined after March 1 st . Please check their record, are they new off the street or transferred in from another scoutgroup. Get a printout of their scout record and send to Phil. BLUE – Leaders listed on MIS as trainee / associate Leader. Please follow up as to their qualifications otherwise they	All RCS /RLL URGENT ACTION REQUIRED

		cannot be in the troop lines. Associate Leaders should not be service leaders in the lines.	CLOSED
9.10	Troop numbers have now been updated on JOC site. This means JTL and H&W leaders can go in and print off their troop with scout names and medical details. Please encourage all attendees to keep their information updated.	This will be the only way you can get this information. It will not be printed off for you. Can also get contact email addresses for troop members.	RLI/ JTL/H&H leaders CLOSED
9.11	Jamboree Leader Job role changes	Please email Randall if you change leader roles within the troop so that he can quickly change the details on the JOC site.	Randall/RCS/RLI. URGENT ACTION REQUIRED CLOSED
9.12	Jamboree Gear Distribution Contingent Bags Contingent Back packs Contingent Polo Shirts Troop badges Jamboree Scarves Contingent badges and Hat Pins	Country Deliveries 26 October - Loading 27 Oct – Newcastle 28 Oct – Coffs Harbour 29 Oct – Inverell 30 Oct – Orange 31 Oct – Riverina 1 Nov – Sydney /Hume/GWS SM/SN	RCS/RLI to organise collection and transporting of their gear from drop off to storage. CLOSED
9.13	Troop Gear insertion onsite	When gear is delivered to Cataract, contingent gear can be distributed to sites at the same time. Troops need to ensure they have discussed Steven M of their gear needs so that gear can be allocated and delivered to their site.	RCS/RLIs URGENT ACTION REQUIRED CLOSED
9.14	Applicant Allocation List	Attendees who have yet to be allocated to positions or troops.	RCS/RLIs URGENT ACTION REQUIRED CLOSED
9.15	Visitor Application From Mike Barnes	Phone number on application process. Need 2 spaces after 02 before phone number.	PHIL to investigate. CLOSED

10. GENERAL BUSINESS

Item No.	Issue(s)	Decision	Action/Resolution
10.1	Mindari dates and Location for June 2010 Ideas for June Glenreagh, Canobolas Alpine Centre, Glenrock	Feb 13/14 Feb Peanut Hills June 19/20 Canobolas Sept 11/12 Peanut Hills	Phil. Barry to book Canobolas for June. CLOSED
10.2	YACS and SSYC Is there a relevance for YACS	YACS – a nationally recognised forum which is supported by NSW Branch. SYC is section specific and will build to be an effective communication conduit	J Rosberg FYI

		directed and run by the scouts. YACS senate members from NSW Scout sections will be elected from State SYC.	CLOSED
10.3	Visit from Grant de Fries Riverina will be run on a district level at this point with collaboration between 3 District commissioners with support from State Office. No RC in Riverina	Utilise technology ie teleconferencing instead of driving to meetings.	
10.4	Contact details for regional RC needs updating.	Project DStar should fix this.	CLOSED
10.5	Project Star getting closer	Possible roll out before end 2009.	CLOSED
10.6	Patrol Video Revision	Nation are revising and refilming the Patrol Educational Video	For general information. CLOSED

11. CLOSE AND NEXT MEETING.

Next Meeting to be held Saturday September 12th and 13th commencing 0830hrs.
Pennant Hills Scout Camp

Distribution

State Mindari Members
Chief Commissioner
State Commissioners - Program Delivery Team
State Commissioners – Program Support Team
Regional Commissioners