

Troop Meeting Agenda Boiler Plate

(Date)

Topic	Alloted Time
Opening Ceremony	minutes
SPL Announcements	minutes
SM Annoucements	minutes
Patrol Activities	minutes
Troop Activities	minutes
Church Cleanup	minutes
Game	minutes
Closing	minutes
Total	0 minutes

Aug 2005 Aug 2005

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
			10	11	12	13
			17	18	19	20
			24	25	26	27
			31	1	2	3
4	5	6	7	8	9	10

Scoutmaster's Minute: A measure of the quality of society is reflected in the quality of your language.

Recognition:

Troop Meeting Agenda

- 1) Opening Ceremony – **Name Patrol**
- 2) Senior Patrol Leader's Announcements
 - a) Troop Meeting Today
 - i) Troop Activities: **List Them**
 - ii) Patrol Activities: **List Them**
 - b) Calendar
 - i) Next Scout Workdays: **Day, Time, Location, Event**
 - ii) Next Campout: **Dates, Theme**
 - iii) Next Merit Badge Opportunities:
 - (1) Eagle Merit Badge Opportunity: **MB Name, Date, Time, Location, Counselor**
 - (2) Non-Eagle Required Merit Badge **MB name, Date, Time, Location, Counselor**
 - iv) Next Troop Meeting: **Date, Theme**
 - v) Next Opportunity for Board of Review: **Date**
 - vi) Next Court of Honor: **Date**
 - vii) T/F – 1st Skill for Next Troop Meeting: **List by Rank and Number**
 - viii) Next Opportunity for Scoutmaster Conference: When the SM associated with your patrol is available and we are not involved with a troop/patrol activity that you need to attend.
 - ix) Next PLC: **Date**
 - x) Next JLT: **Date**
 - xi) Next Talakto District OA Meeting: **Date, Time, Location** – all OA Members are invited and especially the Troop OA Representative.
 - xii) Other Upcoming Events:
 - (1) See 12 month calendar posted in Troop Room, www.bsa-troop8.com, or the bi-monthly calendar that is attached to this agenda at the 1st Troop Meeting of the month.
 - (2) **Summer Camp: Date and information on Summer Camp**
 - (3) **Any Information on Other Major Activities:**
 - c) Report from Troop Staff
 - i) ASPL

(1) Librarian	(4) Historian	(6) Order of the Arrow Troop Representative
(2) Scribe	(5) Quartermaster	
(3) Instructor	(6) Troop Guide	
- 3) Scoutmaster Notes:

- 4) Troop Activities – See 2.a.i above
- 5) Patrol Activities – See 2.a.ii above
- 6) Clean-up
 - a) **Patrol #1**
 - i) Fellowship Hall
 - (1) All trash picked-up from floor
 - (2) All chairs lined up in straight rows
 - (3) Troop flags returned to troop room
 - (4) Lights turned off
 - b) **Patrol #2**
 - i) Bathrooms (Male and Female)
 - (1) Report any messes
 - (2) All counter wiped down
 - (3) Lights turned off.
 - ii) Entrance (Narthex) – Pick-up trash
 - c) **Patrol #3**
 - i) Troop Room
 - (1) All trash off floor
 - (2) All chairs lined up with tables.
 - (3) Lights turned off
- 7) Inspection after Cleanup
- 8) Closing
 - a) Final Announcements
 - b) Scoutmaster's Minute
 - c) Chaplain's Aid