

**Minutes**  
**2013 National Jamboree Committee Meeting**  
**April 29, 2013 Scout Service center**  
**Jamboree Dates July 15 – 24, 2013**

**Chairperson Greeting:** Steven Buckley      **Staff Advisor:** Chris Quakenbush

**Attendance:** Bill Cain, Brian DeShong, John Guaragno, Mike Maier, John Marincas, Peter Placek, Chris Quakenbush, Kevin Sweetnam, Ken Bonnell, Peter Grasso, Frank Nastro, Terri Ostovich, Jan Rybnicky, Karen Bond, Brad Daniels.

**Committee Communications & General Comments:** Steven Buckley & Chris Quakenbush  
Review of recent Webinar - The April one had not been posted yet.

There was a discussion on the proper uniform. It was agreed that all the Troops were giving out the same advice and that I might have mislead parents at the Training Day event. The Venture Crew said Grey Khaki, Grey Cargo shorts or std BSA Venture shorts.

Chris said invoices will be sent out to those not current with paying their fees. There are about 12 families in this category. Unit Leaders were informed on those needing to finish with payments. This represents about 8% of the total.

The time slots for the Day of Service, Tech and the Hike are now known. With this information it becomes easier for friends visiting the Jamboree to know when they can schedule a visit with a participant at the Summit Center. The formal Visitors sign up process is scheduled to be on line April 1<sup>st</sup>. A visitor still must coordinate their visit with the individual participant s personal schedule.

Brian reported that he loaded the phone App and noted problems. I got immediate feedback from National and they said several follow up revisions will be posted for software updates at no charge.

**Promotions:** Steven Buckley, with help of many.

Chris notified everyone that we now have one person on the waiting list and one who may switch into the Venture group to back fill a recent drop. We still need new folks to sign up for a waiting list.

**Health & Safety:** Mike Scotto  
Any Medical forms not submitted must be mailed to National by the participant families now but make sure they also get you the Unit Leader a copy.

"Emergency Preparedness Handbook" was used at our Training Day. Once final information is in hand I will print 150 copies and we will e-mail the document to families so they also have it.

Estimated Summit Travel Times chart was sent to Unit Leaders which can be used in conjunction with the detailed Jamboree site map will be on line later in the spring.

Youth Protection Make Up? Unit leaders to inform those who still need this training that they must use the on-line version. They must provide their certificate to the Unit leader. All Youth protection, Scout & Venture, must be dated July 24, 2012 or newer. This means the training must be within 365 days of the last day of the Jamboree July 24<sup>th</sup>. All Staff members need to do both.

Medical Guide for Unit Leaders.

a) It was pointed out by Jan that section 6 on Medications needs to be observed. In support of meeting the needs outlined in the section the chair was asked to look into the same type of form that the YLT group uses.

After our meeting I found the form and Ken Bonnell is asking Fred Stringer to provide us a MSWORD version that we can convert to our use.

b) It was also pointed out by Jan that the list for a Jamboree Unit First Aid Kit, shown on page 26, does not match the contents of the first aid kits purchased. It was decided that units should purchase what is missing using their discretionary funds.

c) It was also noted that medications in the original containers work best. If other containers are used a written signed form from the parents must accompany the medication stating its name, dosage and instructions for taking the pills.

### **Transportation:**

Mike Maier

Mike is working on the meal on the way down which will consist of Bagels, buttered or cream cheese, with orange juice. He requested a count of choices. Mike had previously informed the chair that with this choice being made the cost for this meal has gone down by about \$500.00.

Mike also wanted to know how many participants were in the 8<sup>th</sup> grade or below. It turns out that the lunch, at Golden Corral on the way back, is \$0.75 less for middle school age persons.

We must submit our tour permit. One tour permit per contingent is needed not one per unit or one per bus.

Mike is still working out some details with TMS about our travel arrangements.

Mike instructed each unit to set up a phone tree. On our return when we are about 1 hour or so away from QHSR we will call from each unit to inform families of a more exact time to meet the buses.

### **Personnel:**

John Kilduff (Chair), Wendy Harman, Ed Carroll, Kurt Kalafsky, Karen

Bentivenga, Bruce Nyman

### **Equipment:**

We purchased all our additional equipment. It was determined during the last month that some items related to flags can be returned for a credit. The final items except name plates arrived on Monday April 29<sup>th</sup> and the unit leaders took these last items with them for distribution. All other items were distributed at the Training Day event.

Banner Designs: Chris also encouraged all the units to finish their designs for their unit banner, 1' x 8', and submit finished art work not just a sketch. Three units reported they are ready to proceed and one is still working on their design.

Personal Shower Hot Water Bags. Ken Bonnell showed a sample and we had a discussion on how to shower with only 2 ½ gallons of warm water. Ken said you should practice at home first.

It was pointed out that the POD Troop Site Equipment List is now on the web site and also has been sent to Unit Leaders. A question concerning why there were only two Lanterns and only 16 Batteries provided. I sent a question to Jamboree Staff about this. We also agreed that each unit should bring a lockable storage container.

Discussions were held concerning the Dog Tag luggage tags and are they suitable. The one concern raised was it is hard to read from any distance. This problem went away when it was noted that the edges, as I understand it, are color coded. The Venture folks, who are split over three busses, will add some additional color coding to make their gear even more identifiable and they will try to secure their equipment in a separate storage bay under the bus.

We are still waiting for the Food ingredients list to be published so folks with allergies can take action.

Some discussion happened with various folks offering ideas for charging electronic equipment, lap tops, tablets and phones. Various options were offered for consideration. Even solar charging was discussed.

On behalf of our troop in Base Camp Delta who pointed out some errors concerning sub camp patches shown in the printed catalog vs what is on the web site I sent an e-mail to both to National Supply and Jamboree Staff for clarification.

**Training:** Peter Grasso (Chair), Brian DeShong, Terri Ostovich, Bill Cain, Ken Bonnell  
Bill Cain had to leave the meeting early before we got to this section.

I had sent the following e-mail to Bill last Sunday.

*I can't thank you enough for the wonderful Jamboree Training Day activity that was held yesterday at QHSR that you chaired. I'm sure it could have better but I'm not sure in what way as from my point of view it was great. I know there are always a few things around the edges that can be improved for next time, April 2017, but we can note them in our after action report in September for inclusion in the plan for the next chair of this event. In addition please make sure you send a complete write up of this event to Peter Grasso for inclusion in our Monmouth Council 2013 National Jamboree Committee Leaders Guide book.*

*I was very happy that our Venture friends from the Jersey Shore Council, who we will be sharing a camp site with, were able to attend and that we got to know them a bit better.*

*I was also happy that we had we had some of our friends from Shomer Shabbat Jamboree Committee with us as observers as they meet at QHSR to do some of their own planning.*

*All in All a Great Time Was Had By A*

As a result of a discussion with a person from Jersey Shore Council who also has a position on Staff at the Jamboree I once again asked the Staff at the Jamboree to clarify the situation as to the need for Swim Tests. The result is NO SWIM TESTS REQUIRED

I noted that from my point of view the preparation of the items to be distributed needs to be done one week in advance of the event, instead of 10 people we need 15 and each troop must have one of their leaders there for coordination.

**Public Relations:** Tom Kraeutler

Participants who wish to be Hometown News Correspondents can now find the application on Jamboree web site.

I informed the committee that I dropped the ball in following up with Tom Kraeutler when he sent the following two e-mails and that I need to apologize to him for not taking advantage of his offer.

*4-15-13 from Tom to Steven and Lee,*

*I think there is an opportunity to do a press release for the Summit Shakedown. Do you have someone on staff that can write this (preferred), or if not, I can have one of my writers do it. We should cover:*

*Background of the event. What is Jamboree? Who is going? How to scouts qualify to go?  
Why have a shakedown? What will scouts be doing? What do you hope to learn from the shakedown? What activities will be happening at shakedown (important – TV needs visuals so if anything cool going on that they may want to film , that is important to mention).*

*Who will be available to be interviewed? Can we say that scouts will be available for interviews?*

*Let me know. I'll need answers to all the above if I'm needed to get this done by my staff.*

*Also, I can be at the Shakedown so if there is anything you need me to do, let me know.*

Thanks, Tom Kraeutler

4-17-13 from Tom to Steven,

When I suggested this, I offered to have one of my writers write the release but was told it could be done in house. If that is no longer the case, I can get it done but need the background I originally asked for to pass on to my writer.

I am absolutely swamped this week with a media production but can facilitate this weekend IF I have the appropriate info.

Thanks, Tom

I will reach out to Tom and see if there is still an opportunity to send out a post event news release.

**Budget & Finance:**

Steven Buckley, John Guaragno

I had planned by this meeting to compare what we actually spent on all the items ordered to what was budgeted in the hopes that many items were lower in cost. I planed and will pass these savings on to the unit leader s as an increase to the per person discretionary budget line item.

**Fund Raising, Logo Items:**

Ed Carroll

Well we got almost everything handed out at the Training Day.

Unit Leaders will each take about 25% of any leftover patches to the Jamboree for possible use there.

Ed Carroll will take Gold Sets with him in hopes of selling some to Adult Staff members at our \$100 price.

Margie still has the red (\$10) and Black (\$5) fund raiser patches in her office for sale. Not sure if we will take these to the Jamboree for sale.

We will continue to sell patches to folks outside of Monmouth Council but we are not stressing this type of sale and Margie will not sell any large quantities to anyone.

We were short a couple of shirts at the Training Day event. To fix this we need to buy at least 24 shirts, a vendor requirement, so Chris will send out an e-mail opening up sales again just for shirts but it will be a limited time offer.

All e-mail sent out by Chris for sales of both shirts or patches will be forwarded by me to everyone on my e-mail distributions list including our MC Staff members.

**Online:**

Adam Gross

Next news letter dead line is about May 10<sup>th</sup>. Not sure about a June issue at this time.

**Shomer Shabbat Troop:**

Bruce Nyman

**Regional Coordinator**

Woody Wiley ([linwood.wiley@scouting.org](mailto:linwood.wiley@scouting.org))

**JAMBOREE TROOP AND CREW OPERATIONS:**

This section will see more activity as the troops and crew patrols start meeting.

Troop B238 All is well last meeting June 2<sup>nd</sup>.

John Guaragno SM, Frank Nastro 1<sup>st</sup> ASM, Terri Ostovich 2<sup>nd</sup> ASM, Tom Kraeutler Jr. 3<sup>rd</sup> ASM

Troop C440 Allis well last meeting In June.

Peter Grasso SM, John Marincas 1<sup>st</sup> ASM, Brad Daniels 2<sup>nd</sup> ASM, Ryan Grasso 3<sup>rd</sup> ASM

Troop D418 All is well May is their last meeting.

Kevin Sweetnam SM, Pete Placek 1<sup>st</sup> ASM, Timothy Thompson 2<sup>nd</sup> ASM, Kevin Vroman 3<sup>rd</sup> ASM

Crew F512 All is well last meeting June 6<sup>th</sup>.

Brian DeShong Advisor, Karen Bond Associate Advisor, Jan Rybnicky Associate Advisor, Richard Pezzullo Associate Advisor

Brian said he was sorry to have missed the Training Day event since everyone had such a good time but family came first.

The rest of this crew and camp site is from Jersey Shore once again. We got to meet the Jersey Shore Advisor Nancy Weber and her Associate Advisor Andy Cuber at the Training Day event and it appears that this is a great relationship in the making.

### **Date(s) for future meetings**

2013 -5/29 a 5<sup>th</sup> Wed, 6/24, No July

2013 , 9/30 wrap up meeting with after action reports due to me no later than Monday 9/16 so I can merge them into one document for review at our meeting including the settlement before hand of any bills and a reconciliation of any petty cash spent or returned..

**SHAKEDOWN WEEKEND** Bill Cain This event will be held on April 26 – 28, 2013 at QHSR.

**SWIM TESTS** Due to the early date of April for the Training Weekend we will need to schedule swim tests for an alternate location sometime in June or latter.

**Clean Up of Equipment:** The need for this activity is gone.

**August Reunion Party:** Set a date for a post Jamboree Reunion party August 2013 at QHSR. A Suggested date is Wednesday evening the 21<sup>st</sup>.

### **Suggested special UNIT LEADERS WRAP UP MEETING**

This meeting has been suggested to collect all the feedback required to update the 20132 MC Leaders guide book. In addition some discussion on what each leader will submit to Steven Buckley for inclusion in the Goals and Objectives After Action Report that he submits to the MC Executive Board at their October meeting.