

# Minutes 2013 National Jamboree Committee Meeting

## May 29, 2013 Scout Service center

### Jamboree Dates July 15 – 24, 2013

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

**Attendance:** John Guaragno, John Marincas, Peter Placek, Chris Quakenbush, Kevin Sweetnam, Terri Ostovich, Jan Rybnicky, Karen Bond, Brad Daniels, Adam Gross, Timothy Thompson, Richard Pezzullo

**Committee Communications & General Comments:** Steven Buckley & Chris Quakenbush  
Review of recent Webinar notes & memo sent out to clarify proper Uniform requirements

A new Medical Consent / Risk Acknowledgement and Consent / Code of Conduct, Media Release Form is about to be released see the e-mail below received after our meeting.

*As previously announced the Acknowledgement of Risk form that was originally published is no longer valid. All previous forms that you may have gathered should be shredded. We truly apologize for the inconvenience and frustration.*

*In addition to text changes, the form has been combined with the medical consent to treat form that is also needed. Contingent members and staff will be able to access this from the jamboree website very soon the latest Monday June 3<sup>rd</sup>. The Medical Consent Acknowledgement Consolidated Form is not personalized so it can be accessed from the website or from the attached copy.*

*The complete form is to be signed and brought with you on arrival day. It cannot be submitted ahead of time in any way. The hard copy must be brought with you and handed to registration staff as part of your check in process. Any missing forms will have to be obtained before your check in process can be completed and credentials handed out. Keep in mind that the parent or guardian must sign on behalf of anyone under the age of 18.*

*This form is required for all participants, leaders and staff.*

Check in/out guidelines have been published make sure you read the latest version.

A “Code of Conduct for Jamboree Participants” has recently been post on the web site.

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

Chris will provide an update on all the recent drops and additions and the need for more to sign up for the waiting list. We once again are full with no one on the waiting list.

**Activities:**  
Summit Seal Challenge & Technology Quest details were released recently.

Bringing Rock(s) 8 – 9 inches with Council Name & Number on it.

A lot of confusion has a risen since the process of signing up and paying for Rock Climbing or Whitewater Rafting has started. Steven Buckley has e-mailed National requesting clarifications sending examples of e-mails sent by our Unit Leaders. The liability forms have also just been listed on the Jamboree website.

Curriculum choices will be made known on or by June 21<sup>st</sup>.

We received the following e-mail regarding the probability of a participant getting their curriculum choices and information regarding additional staff needs.

*We reviewed the rankings for curriculum activities for the almost 24,000 online responses that we received and began the process of allocating assignments to your Scouts and Venturers. The good news is that we believe that we will be able to satisfy the first choice of curriculum high adventure program to over 75% of our participants. And hopefully, most of the remaining 25% will get assigned to either their second or third choice of activity. Given that this is the first time we have attempted to assign activities at a jamboree, we think that is a very good outcome.*

*But we need your help. The number of registered staff we have for several of the newer and more technical activities is not as great as we had hoped it would be. I asked our team leaders if part-time assistance (meaning half-day or one full day) from some of our volunteer unit leaders on the days when they are not committed to activities with their unit would be helpful. The answer was a resounding “YES.”*

*The first area where we need assistance is in harness/helmet fitting at our Aerial Sports venues. If a unit leader has either COPE or Climb on Safely training, that is a plus but not an absolute requirement.*

*The second area where we need assistance is in safety monitoring at our Extreme Sports venues – skateboard, BMX, and Mountain Bike. No special training is needed. You might even get to use a whistle.*

**Health & Safety:**

Mike Scotto

Review Medical forms status

Emergency Preparedness Handbook will be published without the Jamboree emergency phone number including the smaller card to be placed on your lanyard.

Monmouth Council Prescription & Over the Counter permission form is now complete and will be distributed shortly.

Councils were asked to print 3 copies of each participant’s medical form (A, B &C). In the interest of time and paper, an option is to print one copy (only the pages with personal info) and then save all medicals to a password-protected flash drive that can be retained by the unit leader in case medicals are needed at the Jamboree.

Medical forms were due April 15<sup>th</sup>. Even if the part C has to be a little late due to the timing of insurance issues, parts A and B can be completed online (see details in Bulletin #12). Medicals not submitted in advance will result in delays at check-in.

**Transportation:**

Mike Maier

**Personnel:**

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

Bruce Nyman

**Equipment:**

We are basically complete on purchasing the few things we need to buy, flags, name plate ect.

Banner Designs have been standardized by Steven Buckley. All Unit banner will have the Monmouth Council Logo, the Unit JSP in the center and on the other side our six side patch design.

Food ingredients list is available

Have all participants received all there items?

**Training:**

Peter Grasso (Chair), Brian DeShong, Terri Ostovich, Bill Cain, Ken Bonnell

**Public Relations:**

Tom Kraeutler

## **Budget & Finance:**

Steven Buckley, John Guaragno

I have some preliminary but promising great financial news concerning the Jamboree budget.

Let me start with the good news and how I have redeployed funds that are now available. The pot of money that originally was allocated to all 4 Units Discretionary spending back in November of 2012 was very low indeed and only \$700.00. With certain lower than anticipated costs, good patch sale profits and now that we have spent so much of our money we have lowered our risks of unanticipated costs the figure for Unit Discretionary spending has been raised to \$8,850 or \$59.00 per person. Please spend it on the participants by coming up with special ideas on how to enhance their Jamboree experience. We can discuss this on Wednesday evening.

### **SOME DETAILS:**

Patch Sale income was set at \$5,265.00 and its now at \$12,053.00 and thus our profit is higher.

Our American Flag costs were to be \$400.00 and they are now \$00.00, that's right zero.

Our Days packs original cots was set at \$6,570 and they came in at \$4,680.00

Training weekend cost were set at \$2,000 and they came in at \$900.00

Original 10% contingency was at \$6,285 and it was lowered to 5% at \$3,460

Meals round trip were set at \$3,500 and they now stand at \$2,200

Many other small changes have occurred not worthy of mentioning but you get the idea.

I have attached the latest Draft #16 Budget dated May 27, 2013 and copies will be made available at Wednesdays Committee Meeting at 7:30.

After the jamboree and if our risks of any additional unforeseen costs are lower once again we might be able to spend some or all of the remaining 5% or \$3,460 of the contingency money. My first use is to spend this on our reunion gathering. This money belongs to the participants and if we don't use it the funds revert back into the council general operating fund and as an Executive Board Member I'm not sad about that but if we can use it wisely we should consider that.

I received the following e-mail which might give you some ideas on spending the funds available.

*I'd like to tell you what we spent our money on in 2010. Troop 223 bought everyone in the Troop a really nice Jamboree water bottle, copied our Troop picture and framed them (**This cost is already Covered**). The Patrol Leaders got those two things plus another gift (I forgot what). We got the SPL, and ASPL the water bottle and photo plus a giant Jamboree beach towel. Terry may be able to tell you the exact gift we got the Patrol leaders.*

*Just on another note, I bought my assistants a gift (again, I forgot, ask Terry or Pete) from my own pocket as a "Thank you" for all they did.* Mary Anne DeVarti

The Unit pictures mentioned above will be copied / framed and mailed to participants after the Jamboree.

## **Fund Raising, Logo Items:**

Ed Carroll

Additional Sales to May 8<sup>th</sup> e-mail to everyone was sent out but insufficient requests for shirts were received so each Unit leader are asked to re contact their group and let them know we have extended that to June 5<sup>th</sup>.

## **Visitors**

It's been a bit of a wait but, the link to order visitor passes should go 'live' on or about Friday, May 17<sup>th</sup>. Be sure this is shared with parents and others in your council who have been waiting:

<https://summit.scouting.org/en/Jamboree2013/Pages/Visitors.aspx>

## **Online:**

Adam Gross

**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

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

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

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

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

(The rest of this crew and camp site is from Jersey Shore with adults Nancy Weber & Andy Cuber)

**Date(s) for future meetings**

2013 – 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..

**August Reunion Party is now January 2014:** After much discussion it was suggested by the group not to try and hold a Reunion party at QHSR in August but at a nicer facility possibly January 3, 2014 and we might get a DJ for this. More on this change latter.

**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.