

Troop 570/ 8570 Steering Committee Meeting

7 January, 2026

Note: The Committee serves both Boy + Girls troops.

Attendees:

Valerie Magdalin.....
Committee Chair

Long Tran.....Scoutmaster
(Girl Troop)

Randy Whitehill.....Scoutmaster (Boy
Troop)

Aaron Herold..... Membership
Coordinator

Ashley Kaiser..... Treasurer (Girl and boy
Troop)

Rina Klabo..... Summer Camp
Coordinator

Lindsay Godfrey..... Boys' and Girls'
Advancement

Julie
Kjerulf.....

Secretary

Jim Records

Webmaster

Mathew Pruitt

Charter
Org Rep

Joel Henderson..... Training
Coordinator

Leah Meigs..... Committee
Member

Announcements:

Contact: Valerie Madalin, Committee Chair

- All recurring troop card payments will need updating this month.
- Transitioned from Tenteroo to Black Pug. Rina will reach out to them and is currently the main contact. The plan is to have one login for each troop.
- Art Leonard offered to record the new parent orientation.

Membership Updates:

Contact: Aaron Herold, Membership Coordinator

- If the membership expires, there is no insurance coverage.
- Grid was approved. Matt is taking responsibility with this because of his role as Charter Org Rep with the troop. This means Matt can make approvals ok for a scout for day outings when scouts have memberships expired. In Troopkit put two asterisks (**) in the front of their name if membership expired. If they are not current, the scout cannot advance their rank or do any overnights.
- Automatic email should be sent to complete the safeguarding youth training when an adult registers. Committee chair has the option to send a reminder email again. Can reach out to Aaron for help with this too. It is much better if the training is done first and then register with the troop!
- Consider adding this grid to the Handbook.
- Age requirements updates:

Trees:

Contact: Rina Klabo, Summer Camp Coordinator

- Follow up meeting to discuss what areas to continue putting out flyers or just put out signs. Also, revisit how to organize roles.
- Currently have fundraised \$7,944.
- Participation was 70 % boys and 30 % girls. The goal was getting 50 % boys and 50 % girls.

Medication Forms Update:

Contact: Rina Klabo, Summer Camp Coordinator

- Need new medication forms now for parts A and B. Forms are good for 12 months technically.

Summer Camp:

Contact: Rina Klabo, Summer Camp Coordinator

- Booked Camp Parsons. 7/26-8/1/2026
- 2/1 payment due.
- There is a Troopkit sign up.
- Rina to discuss Trees, Med Forms and Summer Camp at the next parent meeting.
- Aaron and Jim to create a spreadsheet for tracking onboarding tasks with new scout crossing over.

Treasurer:

Contact: Ashley Kaiser, Treasurer

- Printouts shared and discussed.
- Benevity income check was received in March last year. Also, do not have the particulars of the tree fundraiser. Requesting to present at the parent meeting when this data has been gathered. Request approved by committee.

Advancement:

Contact: Lindsay Godfrey, Advancement Chair

2026 Board of Review schedule

- The schedule of Board of Review dates was reviewed.
- There will be 22 BOR nights on about half the Monday meeting nights.
- Some long gaps are present.
- Some scouts have personal goal dates when they need to earn their next rank like before an election term, NYLT, or summer camp staffing. Each month, Scouts receive the BOR dates for the next few months so that they can plan ahead. Also, the Scoutmasters can periodically remind scouts to aim to have BORs well ahead of their goal dates to help them ensure that their Boards of Review will be completed on time.
- Discuss whether to have more meetings in September. This is specifically the labor day meeting. Scoutmasters to discuss at both SMASM meetings.

Camping nights for Advancement:

- To help scouts to understand that it is their responsibility to track their own camping nights and service hours for rank and merit badge requirements, right after camping and service outings, it would be good to send an email to outing participants showing the information that they need to fill out their log in their handbook.

BOR Comments

- A Board of Review Coordinator volunteer is needed. Lindsay will provide a position description to Valerie.
- It was suggested that the feedback for improvement that is shared with scouts at BORs should be recorded and shared with the panel members of the scouts' future BORs.

Web Master:

Contact: *Jim Records, Webmaster*

- Smug Mug 2026 there is a way for Scoutmasters to add folders for events not on the APC calendar.
- Google Drive update

Chartered Organization Rep:

Contact: *Mathew Pruitt, Chartered Org Rep*

- Shed: plan to buy plants for the planters at the bark spreading event.
- Projector: church does not want us to fix it. They had a person on their staff that may have fixed it.
- Matt will email about the leaking.
- Positions should be correct in Troopkit.

Girl Troop Scoutmaster Updates:

Contact: *Long Tran, Scoutmasters*

- Trail to Eagle Talk: discussed possible days and who will present. Helpful to have LizAnne present. 2/2
- NYLT discussed expectations for list of scouts.
- New parent Orientation (NPO) dates discussed. March 2nd do NPO part 1. March 16th Gear. April 20th Troopkit and Stuff. May 4th Part 3. Plan to post this on our website.

- Crisis Connection Monday night Program in May. Leah sent a follow up email about this to the scoutmasters. Scoutmasters will get back to Leah by email if 5/4 works. Leah will organize this when a date is agreed on.
- Pre camporee 3/27-29: location may be flooded. Look into Camano location and Tolt MacDonald. Consider the bathrooms and tent spacing. Scoutmasters to start planning. Randy will make this reservation.

Boy Troop Scoutmaster Updates:

Contact: *Randy Whitehill, Scoutmaster*

- Crossover dates: 564 Ryan's pack on 3/7 (boys and girls). Need dates from packs.
- Order of the Arrow (OA) election: It was decided that the troops would prefer not to hold OA elections in 2026. Randy will follow up with the one scout who has expressed interest in joining OA.
- Mission Ridge: talking about having the girl troop join the boy troop because there are two buildings. There will be a shared living space and separate buildings for sleeping. Get on the wait list now for 2027!
- Winter challenge 3/7. Scoutmasters need to discuss the cost for this. Needs to be done right away! \$58 roughly.
- 4/18: ILST same date as the Lock in. Needs to be sorted out. Scoutmasters to have further discussion.
- NYLT: has seven spots and needs to work on this.

Position	Impact	Membership Coordinator Actions	SYP Training Coordinator Actions	Scout Master (SM) Actions
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<p>Scout</p> <ul style="list-style-type: none"> • Membership Expired 	<p>Immediate - Unable to attend Outings</p>	<ul style="list-style-type: none"> • Send notification to Scout's adults at emails listed in Troop Kit and CC SM • If membership renewed, will send notification to SM. • Add to Scouts first name in Troop Kit "***" which indicates no overnights outings. Day outings may be approved 	<p>N/A</p>	<ul style="list-style-type: none"> • SM notifies ASMs and make sure Scout does not attend events post expiration <ul style="list-style-type: none"> ○ Day outings may be approved by Charge r Org. Rep. • SM/ASM engage scout and parents as appropriate
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		<p>ed by Charter Org. Rep.</p> <ul style="list-style-type: none"> • <u>No further actions or F/U</u> 		
	<p>Expired 60 days - Unable to attend Troop Meetings - removed from Troop Kit</p>	<ul style="list-style-type: none"> • Send notification to scout's adults and CC SM • Update Troop Kit • If membership renewed, will send notification to SM. • <u>No further actions or F/U</u> 	N/A	<ul style="list-style-type: none"> • SM notifies ASMs and make sure Scout does not attend events and Troop meeting • SM/ASM engage scout and parents as appropriate

<p>Adult</p> <ul style="list-style-type: none"> • Membership Expired • SYT Current 	<p>Immediate</p> <p>e - no longer Registered adult</p>	<ul style="list-style-type: none"> • Send notification to adult and CC SM • Update Troop Kit - remove CMTE designation • If membership renewed, will send notification to SM and update Troop kit • <u>No further actions or F/U</u> 	<p>N/A</p>	<ul style="list-style-type: none"> • SM notifies ASMs - adult no longer registered adult for purposes of planning Note: Adult can re-register for 60 days post expiration - after the 60 days, the adult will need to go through the regular process.
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<p>Adult</p> <ul style="list-style-type: none"> • Membership Current • SYT Expired 	<p>Immediate</p> <p>e - no longer Registered adult</p>	<ul style="list-style-type: none"> • Update Troop Kit - remove CMTE designation • If SYT renewed, add CMTE designation again 	<ul style="list-style-type: none"> • Send notification to adult, Membership Coordinator, and CC SM. • If training renewed, will send notification to SM and Membership Coordinator • <u>No further actions or F/U</u> 	<ul style="list-style-type: none"> • SM notifies ASMs - adult no longer registered adult for purposes of planning. <p>Note: If Adult completes SYT and membership is still current, adult may provide proof (certificate) in email to SYP Training Coordinator and SM and immediately be considered registered adult again.</p>
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** Reviewed and approved at the Troop Committee meeting on 12/3/25

12/11/25 - **Leah reported by email:** While I was on the phone, I also asked for clarification about insurance coverage when an individual's membership has expired. The short answer is that if a membership has expired, the individual is technically not covered by insurance.

However, Thomas noted that there is a gray area, and coverage may still be possible depending on National's determination. The 60-day grace period only applies to the *renewal process*, so paperwork does not need to be resubmitted. This is separate from insurance coverage. **F/U**

Message: What about non registered adults on an outing? Are they covered? Yes, because they are guests for the day. Guests are covered on any day outing and or troop meetings. Of course,

if they go on any overnight outing they need to be registered. **Updated 1-7-26** - Addition of ** and Charter Org Rep approval.