

Patrol Leaders' Council Meeting Guide

Date: _____

1. Meeting called to order by SPL: Scout Oath or Law

2. Scribe takes attendance (by patrol and name):

Venture _____
Road Runner _____ Moose _____
Snake _____ Hawk _____
New 1 _____ New 2 _____
ASPLs _____ Guides _____ Scribes _____
SPL _____ Adults _____ Guests _____

3. Review last PLC meeting notes (scribe); what was to be done?; what is status?

4. Last month's Troop meetings:

- What worked: _____
 - What could be improved and how to do it: _____
-

5. Last campout/activities:

- What worked: _____
 - What could be improved and how to do it: _____
-

6. **Next Month's** Theme and activities/events/fundraisers and dates:

Activity planning:

a. What: _____ Where: _____ When: _____
Patrol responsible: _____ Adult Resource: _____
What to do **now**: _____ Who: _____ By When: _____
Special Equipment/needs: _____ Who: _____ By When: _____
Activity Info Sheet: By Whom: _____ By When: _____
Money Required: _____ By When: _____

b. What: _____ Where: _____ When: _____
Patrol responsible: _____ Adult Resource: _____
What to do **now**: _____ Who: _____ By When: _____
Special Equipment/needs: _____ Who: _____ By When: _____
Activity Info Sheet: By Whom: _____ By When: _____
Money Required: _____ By When: _____

Future Months' Activities/events/fundraisers and dates: What do we need to do NOW?

Activity planning:

a. What: _____ Where: _____ When: _____

Patrol responsible: _____ Adult Resource: _____

What to do **now**: _____ Who: _____ By When: _____

Special Equipment/needs: _____ Who: _____ By When: _____

Activity Info Sheet: By Whom: _____ By When: _____

Money Required: _____ By When: _____

b. What: _____ Where: _____ When: _____

Patrol responsible: _____ Adult Resource: _____

What to do **now**: _____ Who: _____ By When: _____

Special Equipment/needs: _____ Who: _____ By When: _____

Activity Info Sheet: By Whom: _____ By When: _____

Money Required: _____ By When: _____

c. What: _____ Where: _____ When: _____

Patrol responsible: _____ Adult Resource: _____

What to do **now**: _____ Who: _____ By When: _____

Special Equipment/needs: _____ Who: _____ By When: _____

Activity Info Sheet: By Whom: _____ By When: _____

Money Required: _____ By When: _____

8. Plan Troop Meetings (**use sheet**; plan with upcoming events, etc. in mind):

PLC Approval of meeting plan: Yes/No

Scoutmaster approval: Yes/No

9. Plan Campout/Activity/Event/Fundraiser/etc. (**use sheet**)

PLC Approval of meeting plan: Yes/No

Scoutmaster approval: Yes/No

10. Other Business _____

11. Next PLC Meeting: _____

12. SPL Closing comments

13. Scoutmaster closing comments

NOTES: _____

Things I or my Patrol need to do: _____
