



**Monmouth Council BSA
Philmont 2002 Committee
Meeting #6
October 24, 2001 – Council Service Center, Oakhurst
Agenda**

- Intention of Trek** To provide Scouts and Scouters of Monmouth Council with an experience of a lifetime leading to personal and crew growth
- Intention of Committee** To provide knowledge, resources, and framework to insure that the intention of the trek is fulfilled for all trek participants
- Intention of Session** To discuss crew preparation plans and review recent events.
- Handouts** Agenda, Adult Roster, *Preliminary* Crew Rosters, Meeting #5 Notes, TREKS Book, Itinerary Selection Aids, Crew Positions, Payment Forms, Crew Meeting Outlines, Philmont Notes
- Adult Roster** Any changes? Make sure you sign in!
- Crew Rosters and Advisor Assignments** Preliminary crew rosters are being provided. Advisor assignments are preliminary and are not yet prioritized within crew. Notify Larry Goldsmith immediately of any drops!
- Fall Shakedown Hike** Review
- Contingent Meeting Itinerary Selection** Review
- 2001 TREKS Books (2-3 per Crew)
 - Program Features Selection Sheet
- Crew Meeting**
- Sample Agendas
 - Crew Positions
 - Philmont Notes
 - Brief reports at each committee meeting from now on.
- Hats/Patches/T-Shirts** Review past designs and start discussion of new design
- Payment Process**
- Payment Form
 - Checks and Copy of Form to Council
 - Copy of Form or E-Mail to Larry GOLDMAN
 - Discuss any payment problems early!!!
- Other Topics**
- Fall meeting scheduling
- Next Meetings**
-



MONMOUTH COUNCIL BSA PHILMONT 2002 COMMITTEE



MEETING MINUTES SEPT. 20, 2001
Quail Hill Scout Reservation

ATTENDEES: F. Alvarez, J. Arose, T. Bogart, E. Brewer, J. Brown, D. Crow, S. DePaola, K. Foxton, T. Giunta, L. Goldman, R. Goldman, L. Goldsmith, T. Kelley, G. Marshall, H. Nochese, S. O'Malley, J. Ortiz, F. Pachman, D. Palamara, S. Palmer, J. Reis, T. Rock, T. Smith, M. Stanford, R. Thompson, T. Zalewski

HANDOUTS:

Meeting Agenda

Updated Committee Roster

Preliminary Crew Assignments

Agenda for 1st Contingent Meeting (9/25/2001)

Philmont Note 1 "Scout Manners"

The meeting was called to order by Contingent Leader Larry Goldsmith at 7:40 pm.

1. Overview of Meeting Agenda

2. Updated Committee Roster: Please review for accuracy and submit any corrections.

3. Preliminary Crew Assignments:

Still expecting additional sign-ups including a female (coed) crew and a disadvantaged crew.

Looks like there will be 90 youth and 20 adults going to Philmont

Advisors should get in touch with the crews to remind them of the 9/25 meeting

4. Agenda for First Contingent Meeting

Parents are welcome to attend but are not required

Will be showing youth protection video and Philmont video

Fred Pachman will present youth protection

Scott Palmer will go over "Shakedown Gear"

First Shakedown Hike

At Harriman State Park 10/12-10/14

Advisors to collect preliminary medical forms and \$10 travel fee from the youth

May need to get a third bus for the shakedown hike

Buses will leave at 5:30 SHARP from the Monmouth Mall. Anyone unable to make the departure time should try to get to Harriman later Friday evening or no later than 7am Saturday morning

We all travel in Class "A" uniforms
Advisors should set up crew phone chains in case of schedule changes
Adults planning to drive need to give car info to Jim Brown so they can be included on the Travel Permit. Please park in the back of the Tiorati lot.
Each crew must bring it's own water
Hike will be between 8 and 10 miles
Need to know any medical conditions, including medications being taken
Bring two-way radios if you have them. Rich Goldman will bring several for use by the road support crews
All food will remain in the vehicles. Start getting the youth accustomed to bear precautions.
Start reminding the youth about "Scout Manners" (Philmont Note 1)

5. Other Business:

Still looking for hat and t shirt designs
Reviewed the highlights of the 2000 Guidebook to Adventure. Each participant will get a 2002 version next Spring.
Cost of Philmont airfare is even more questionable due to recent events. We will have to start thinking of "Plan B" (train, bus, ???) in the Spring

6. Future Committee Meeting Dates:

Tues. October 23 at QHSR
Wed. November 14 at Council
Thurs. January 10 at Council
Tues. February 12 (to be determined)

7. Meeting ended at 9:25 p.m.

Name: _____

Date: _____

Philmont program preferences –
 (please indicate your top 10 priority features, with 1 being most desired):

Program Feature	Priority
Adobe Casa, Burro Racing, Cantina, Mexican Dinner	
Archaeology	
Black-Powder Rifle	
Blacksmithing, Gold Mining and Panning	
Burro Packing	
Conservation	☺
Continental Tie and Lumber Company	
Fly Tying and Fishing	
Geology	
Homesteading	
Jicarilla Apache Life	
Mountain Biking	
Mountain Livin'	
Mountaineering	☺
No-Trace Camping	
Philmont Campfires	☺
Rendezvous	
Ring Ranch	
Rock Climbing, Environmental Awareness	
Rocky Mountain Fur Company	
Ropes and Challenges	
.30-06 Rifle Shooting	
12-Gauge Shotgun Shooting	
Western Lore, Horse Rides, Chuck Wagon Dinner	
Wilderness Medicine/Search and Rescue/GPS Technology	
Baldy Mountain	
The Tooth of Time	

☺ These program features are included in all itineraries.

PHILMONT 2002 FEE PAYMENTS FORM

Crew: _____ Date: _____ Lead Advisor: _____ Phone: _____

Scout Name	Check Amount	Total Payment To Date
TOTALS		

PHILMONT CREW POSITIONS

- Crew Leader
(Crew Elects)**
- Responsible for the overall crew and directs all leadership toward reviewing trails and the route for each day, maintaining the duty roster, setting the goals, securing the Itinerary page, representing the crew at each staffed camp, resolving conflicts, developing teamwork within the crew and seeking the advise and assistance of the Crew Advisors.
- Assistant Crew Leader
(Crew Leader appoints)**
- Assists the Crew Leader in carrying out his responsibilities and being available for other crew duties.
- Quartermaster**
- With the Assistant Quartermaster, obtains food and equipment at base camp and ensures that the correct quantities have been received as shown on the lists provided. At the trail commissaries, ensures correct quantities are received and seeks extra supplies if available. Maintains the food supplies and a record of which crewmember has the food for specific meals. Also maintains a list of crew equipment.
- Assistant Quartermaster**
- Assists the Quartermaster on the duties shown above and ensures that the correct quantity of items are received.
- Campsite Coordinator**
- When arriving at a camp, locates a campsite and directs set-up. Determines where the Bearmuda triangle is and selects location of tents and dining fly and cooking area accordingly.
- Reporter**
- Presents facts about the area to the rest of the crew and highlights attractions of interest.
- Medic**
- Ensures all medical supplies are accounted for and safe and clean for the crew to use. Provides any supplies that are needed in an emergency.
- Chaplain Aide**
- From the meditation book, ensures that daily meditations are said before each meal. Coordinates the Thorns & Roses sessions at the end of each day. Leads an All-Faiths service several times while on the trail.
- Historian**
- Keeps a dairy of the trip and produces a report at the end of the trip for all crew members.
- Trailblazer**
- Reviews the Philmont map and leads the crew during the day in traveling to the next camp. Selects route and verifies the trail to follow by making use of map and compass skills.

Note: The following positions can be combined depending on the crew size:

Reporter/Historian

Campsite Coordinator/Trailblazer

Medic/Chaplain Aide

TOPICS FOR CREW MEETINGS

JANUARY

Boots & Footcare
Knots & Compass Work - Maps
Philmont Notes - 1 to 4
Crew Positions
Fundraisers
Blank Medical Forms to be provided
T-Shirt sizes - Extra @ \$X.XX
Physical Conditioning
Monthly Payment
Itinerary Selection

FEBRUARY

Knots & Compass Work - Maps
Philmont Notes - 5 to 8
Selection & Election for Crew Positions
Fundraisers
Physical Conditioning
Buddy Selection
Monthly Payment
Itinerary Selection

MARCH

Boots & Footcare - Purchased by now?
Shakedown Hike - Pass out info
 Save Plastic Gatorade bottles
Philmont Notes - 9 to 12
Additional Hikes - Locations?
Fundraisers
Medical Forms in May
Physical Conditioning
Monthly Payment

APRIL

Medical Forms in May
Fundraisers
Physical Conditioning
Crew 1st Aid Kit
Monthly Payment
Backpack Stoves & Operation
Conservation Weekend - Leave Friday Nite
 Bring Work Clothes & Gloves
Backpacks to be used for Philmont
Plans for getting to Airport
Feed sacks for Backpacks
Review Philmont List for Equipment Needed
 Recommend bring own tents
Provide list of clothes will be bringing
Begin reviewing Guidebook to Adventure

May

Knots & Compass Work - Maps
Philmont Notes - 13 and 14
Fundraisers
Collect Medical Forms
Physical Conditioning
Monthly Payment
Additional Hikes
Backpacking Videotape
Ziploc Bags
Plane Schedule
Uniform to be worn to Philmont
 Gym bag for Plane
More Review of Guidebook to Adventure

JUNE

Last Minute Plans & Information
Philmont Notes - 15
Physical Conditioning - TOO LATE!!!!!!
Monthly Payment - ALL PAID????????
Additional Hikes
Money to Bring
ALL FORMS COMPLETE?????????
GOOD LUCK

*Crew Meeting Agenda
November*

- 7:30 Opening - Pledge of Allegiance
- 7:35- Expectations - attitude, behavior, performance, teamwork
- 7:40 *Discuss* uniform requirements
- Class A (*full* uniform) whenever in public
 - Class B (later, when available) in casual settings
- 7:45 Critique of Shakedown Hike
- Review equipment selection
 - Emphasize boots, pack, sleeping bag, rain gear
- 8:00 Review crew leadership positions:
- Crew Leader (elect at next meeting)
 - Asst. Crew Leader (appointed by Crew Leader)
 - Campsite Coordinator
 - Chaplain Aide
 - Historian
 - Medic
 - Quartermaster
 - Asst. Quartermaster
 - Reporter
 - Trailblazer
- 8:10 Review exercise programs
- 8:20 - Special equipment needs
- Backpacking stoves
 - Tents
 - Water filters
 - Fund-raising
- 8:30 Itinerary possibilities - review program features & hand out selection form
- 8:40 Miscellaneous items
- Hand out information packets - roster, exercise record, medical forms
 - Collect missing information on forms
 - Special Council Strip insignia
 - Collect payments, through Dec. 1- total due to date is _____
- 8:55 Next crew meeting:
- Jan. -, location and time
 - Agenda
 - Refreshments
- 9:00 Closing - Outdoor Code

Crew Meeting Agenda - January

- 7:30** Opening - Pledge of Allegiance
- 7:35 - Collect from crew.
- Missing information on forms
 - Philmont fee payments, through Jan. 1
 - Hand out to crew.
 - New Philmont medical forms & Medical Form Addendum
- 7:40 Crew leadership positions:
- Crew Leader (crew elects)
 - Asst. Crew Leader (Crew Leader appoints)
 - Campsite Coordinator
 - Chaplain Aide
 - Historian
 - Medic
 - Quartermaster
 - Asst. Quartermaster
 - Reporter
 - Trailblazer
- 7:50 Hiking Boots and foot care - Philmont Note 11
- 8:00 First-Aid kits - Personal & Crew - Philmont Notes 3 & 4
- 8:10 Fund-raising suggestions from crew
- 8.20 Special equipment needs - buy/borrow decision
- Backpacking stoves
 - Water filters
 - Tents
- 8:30 Review exercise programs/physical conditioning – Philmont Note 12
- 8:40 Itinerary choices
- 8:50 Patch, Hat & T-shirt orders
- 8:55 Next crew meeting at first outdoor training session
- Sat at QHSR or another suitable location
 - Agenda
 - Refreshments
- Select dates for balance of crew meetings
- Crew hikes - March, April, May ?????
- 9:00 - Crew Advisers Minute
- Closing - Philmont Wilderness Pledge

Also review Philmont Notes 1 and 2

- Scout Manners - Very important
- First Aid Treatment

Crew Training Session Agenda - February
Quail Hill Scout Reservation
or other location

- 8:00 AM Arrival and check-in
- Setup room Crew
 - Opening - Pledge of Allegiance *Cr Ldr*
 - Collect Philmont payments
 - Complete Leadership Assignments
- 8:15 Pack shake-down
- 9:45 Water filter use and care
- 10:15 Break
- 10:30 Liquid-fuel stove use and care
- 11:30 Cooking
- 11:45 Lunch
- 12:45 *PM Clean-up* and camp sanitation
- 1:45 Map and compass use, and "trail sense/safety" - Philmont Note 5
- 2:15 Emergency procedures and first aid on the trail
- 2:30 Break
- 2:45 Hiking Boots & Foot Care - Philmont Note 11
- 3:00 Knots and ropework
- 3:15 Fund-raiser status
- 3:30 Review exercise programs
- 3:45 Itinerary selection
- 4:25 Buddy selection
- 4:30 General questions and answers
- 4:55 Next crew meeting
- March 7:30 PM, at
 - Agenda
 - Refreshments
 - Crew Adviser's Minute
- 5.00 Closing - Philmont Challenge (from Guidebook) *Cr Ldr*

Crew Meeting Agenda - March

- 7:30 Opening - Pledge of Allegiance *Cr Ldr*
7:35 Collect from crew.
• Philmont fee payments
Hand out to crew.
• New Philmont Notes sections - if any are Updated
• Philmont itinerary
- 7:40 Shakedown hike preparation
• Purpose and scope
• Leadership assignments
• Additional Hikes - Locations???
- 7:50 Review Philmont Notes 6, 7 & 8
8:00 Water filter use and care
8:10 Break
8:15 Knots and ropework.
8:20 First-Aid on the trail
8:30 Plan for tents at Philmont?
8:35 Fund-raiser status
8:40 Review exercise programs
8:45 Crew hike - April/May?
8:50 Next crew meeting:

April ____ 7:30PM
Agenda
Refreshments - ???
- 8:55 Crew Adviser's Minute
Closing - Philmont Wilderness Pledge *Cr Ldr*

N.B. - Boots should be purchased by now and start breaking them in.

Crew Meeting Agenda April

- 7:30 - Opening - Pledge of Allegiance *Cr Ldr*
- 7:35 - Collect from crew.
 - Philmont fee paymentsHand out to crew
 - Philmont Guidebook to Adventure - all should read
 - 1998 Philmont Trading Post catalog
 - Philmont Itinerary notes (for Itinerary selected)
 - Philmont info from PEAKS book
 - Philmont Trip Planner forms
- 7:40 - Shakedown hike review
 - Purpose and scope - met?
 - Leadership assignments - reactions?
- 7:50 - Plans for Camp Skills Training
 - When: ???
 - Where: QHSR (need local site and loop trail) //
 - Duty roster - by Crew Leader
- 8:00 Plans for Conservation Weekend
 - Dates
 - Transportation - Need someone to coordinate
 - Bring work clothes and gloves, tents, minimal gear
 - Travel in uniform
- 8:10 - Break
- 8:15 - Itinerary modifications
- 8:30 - Plans for Philmont
 - Who will bring tents? Recommendation is to bring owl tents
 - Transportation to/from airport - Scout to coordinate
 - Feed sacks for packs
 - Will travel in uniform
 - Review Philmont list for equipment needed
 - Backpacks to be used - Philmont Note 9
- 8:35 - Crew fund-raiser status -
- 8:40 - Review exercise programs
- 8:45 Items to purchase for crew - need cost estimates
 - Crew first-aid kit supplies
 - ZipLoc bags - to be provided
- 8:50 Next crew meeting – May ____
 - Agenda
 - Refreshments -
 - Medical forms are required to be turned in at May meeting
 - Philmont Trip Planner forms
- 8:55 - Crew Adviser's Minute
 - Closing *Cr Ldr*

Crew Meeting Agenda - May

- 7.30 Opening - Pledge of Allegiance Cr Ldr
- 7.35 Collect from crew.
- Philmont fee payments
 - Philmont Medical forms, with supplements
 - Philmont Trip Planner forms
- Hand out to crew.
- Article on Hantavirus
 - Article on trail cleanliness
- 7.40 - Trail-Camp training review
- Purpose and scope - met?
 - Crew performance - reactions?
- 8:00 . Final plans for Conservation Weekend
- Transportation - Scout to coordinate
 - Bring work clothes and gloves, tents, minimal gear
 - Travel in uniform
- 8:15 - Break
- 8:20 - Review Philmont Notes 10, 13, 14 & 15
- 8:40 . Crew fund-raiser status
- 8.45 . Review exercise programs
- 8:50 - Next crew meeting - June ???
- Agenda
 - Refreshments
 - Medical forms - no *form, no go!*
 - Philmont Trip Planner forms - no *form, no go!*
- 8.55 . Crew Adviser's Minute
- Closing *Cr Ldr*

Additional items to cover

- Plans for Philmont
- Review list of clothing to be packed for Philmont
- Review Pre-trek training & No Trace Camping videotape
- Review Guidebook to Adventure
- Additional Hikes?????

Crew Meeting Agenda - June

8:00 PM - Opening - Pledge of Allegiance *Cr Ldr*

- 8:05 - Collect from crew.
- Philmont fee payments All Paid ?????
 - Philmont Medical forms, with supplements
 - Philmont Trip Planner forms
 - Stoves (clean and dry)
- Hand out to crew.
- Airline schedule
 - 4' Feed sacks
 - Zip-Loc bags
 - Annotated base-camp map

8:10 - Uniform Inspection *Cr Ldr*

- 8:15 - Conservation Weekend review
- Purpose and scope - met?
 - Crew performance - reactions?

8:20 - Transportation plan - to and from airport

8:30 - Break

8:35 - Review Philmont Notes

- 1 - Scout Manners
- 16 - Carry-On Baggage
- 19 - Last-Minute Reminders

8:50 Map and Compass Review

8:55 Review of modifications to trail itinerary

9:05 Open question & answer session for Scouts and parents

9:20 Conservation make-up session - to be decided
 Next crew meeting - Newark Airport, June 28th
 Where & when to meet - on airline schedule sheet

9:25 - Crew Adviser's Minute

- Closing

Cr Ldr

Additional Items to be covered

- Backpacks to be thoroughly cleaned.
- Additional Hikes needed ???
- All forms complete & recap sheets completed.
- All physical conditioning should continue until departure.

Crew Training Session Agenda - May

Quail Hill Scout Reservation

8:00 AM - Arrival and check-in with Campmasters

- Hike to Site 8
- Set up tarp & gather crew gear
- Hang bear bag
- Set up tents
- Wash hands & Heat water for breakfast
- Eat breakfast
- Clean cups and utensils
- Pack and inspect site

10.30 AM - Hike to Site 5

- Set up tarp & gather crew gear
- Hang bear bag
- Set up tents
- Pump water from Kiely Pond for dinner
- Review skills on crew evaluation sheet
- Wash hands
- Cook dinner
- Eat dinner
- Clean personal and crew utensils
- Pump water from Kiely Pond for lunch/supper
- Pack and inspect site

3:00 PM Hike to Site 11

- Set up tarp & gather crew gear
- Hang bear bag
- Set up tents
- Wash hands
- Cook soup
- Eat lunch/supper
- Clean personal and crew utensils
- Pack and inspect site

- Hike to parking lot at Lawrence Lodge
- Check out with Campmasters
-

6. 00 PM Depart for home