

Activity:	Summer Picnic
Date(s)	First Week of September (after the first week of School)
Duration	1 day (4 hours)
Effort	light
What to Expect	First Scout event of the year to welcome everyone back, heavy emphasis on cooking (Adel usually cooks), getting news out, determine potluck dishes and who should bring what (usually by Den), get Popcorn Kernal to do a presentation, do some unique kickoff event (games, presentation, craft (this is NOT required), end with Pack Kickball game
What to Do	details worked out in Pack Planning Meeting 2nd Wednesday of August), execute decisions, mostly email and checking pack trailer for supplies, go shopping.
<i>Coordinate</i>	firm dates, reserve spot @ Nixon park with Village (get someone who has a Hartland Address, its much chaper), email Pack, verify Quartermaster (Wade Irvine) has supplies
<i>Cook</i>	need 2 grills, Pack supplies Charcoal, tinfoil etc. find a Cook and at least 2 volunteers to organize tables
<i>Cleanup</i>	ensure Pack Trailer is packed up, Leave No Trace Sweep is done by scouts, find home for leftovers (bring plastic bags)
Things to buy or verify	hot dogs, burgers, buns, water, kool aid, eating utensils, napkins
Help?	Jocelyn Irvine, Adel Manuel
Activity:	Popcorn Colonel
Date(s)	3rd week of Sept to 3rd week of Oct + Nov. Pack Meeting
Duration	30 days (20 hours+)
Effort	Heavy (experience preffered)

What to Expect	Managing THE single fundraising event, it is usually attended well and most scouts are pretty smooth, there are always circumstances where followup is necessary, The event has several "busy" moments and is generally low key in the middle.
What to Do	attend a Council kick-off event in Early Sept. select the type of sales, prize structure (Pack percentage earned), then determine Show and sell package for scouts to sell, Order Popcorn, Pickup popcorn, create Scout Packages, setup and organize the Popcorn Pickup, Take custom orders and refill quantities, reorder/pickup weekly orders, coordinate popcorn turn-in, Return Popcorn to council (if needed), balance all scout accounts and total Pack (using an Excel Spreadsheet)
Coordinate	Popcorn Packages, Pack Order, transport, Scout Pickup, Weekly Orders, Scout turn-in, Pack turn-in
Cook	N/A
Cleanup	N/A
Things to buy or verify	N/A
Help?	Marianne Stone, Theresa Kaczmarek
Activity:	Veterans Day
Date(s)	Tuesday, 11/11/14
Duration	1 day (<2 hours)
Effort	Light
What to Expect	Solemn event with the American Legion, a small amount of scouts (<10) and their parents/guardians are available/willing to leave school to attend an event at the Post. Advanced coordination could include events at the elementary Schools.

What to Do	get in touch with the American Legion Pack Liason (Fred Sweet) to get event layout and times, submit to website and Newsletter, start a signup sheet, notify School (School Policy is that Students can only be released to Parent/Guardian), make sure Scouts are dressed in Class "A" uniforms and know where and when to go.
Coordinate	work with Legion Post, get a sign-up sheet and contact interested parties.
Cook	N/A
Cleanup	N/A
Things to buy or verify	N/A
Help?	Wade Irvine

Activity:	December Service Project: Matthews of Hartland
Date(s)	2nd or 3rd week of December
Duration	1 day (2-3 hours)
Effort	Light
What to Expect	Fun event where we get the scouts together and have some fun with the seniors, this event is proportional to the effort put in. Games/crafts AND singing works the best, can be a casual/colorful festive event. We did a 2 phase event by using our Nov. Pack meeitng to make prize packs for the seniors, then played bingo so the residents could "win" the packages, this was very favorably received. Limit singing to 4-5 songs
What to Do	set the plan at the Nov. Pack Planning Meeting, promote event as a family friendly event
Coordinate	Call Matthews of Hartland approx 3 weeks ahead of time to setup day/time of event. Submit to website and Newsletter. Determine who is making treats

	cookies (call ahead for dietary recommendations) or other treats
Cleanup	general housekeeping at Matthews, however their staff is very good at helping.
Things to buy or verify	care package items if you are doing that
Help?	Jocelyn Irvine

Activity:	Webelos Klondike
Date(s)	1st week of January
Duration	1 day (6 hours) plus build time
Effort	Medium
What to Expect	event is usually offered by a few Boy Scout Troops and will serve as a good cross scout event. as the winter equivalent to the cubmobile, Scouts build a sled and pull it and do events along the route. This event is only open to Webelos, so it should be sponsored by the Webelos Parent(s)
What to Do	Build a sled with Council provided instructions for event, practice with the scouts.
Coordinate	Promote event with submitting event date/times to website, and newsletter, create a signup sheet and get minimum number covered. Signup with Council, collect money.
Cook	N/A
Cleanup	N/A
Things to buy or verify	provisions for the sled will need to be approved as a pack event or can be a den event
Help?	Council contacts

Activity:	Cub-o-Ree
Date(s)	2nd or 3rd week of January
Duration	1 day (8 hours)
Effort	Light

What to Expect	
What to Do	
Coordinate	
Cook	
Cleanup	
Things to buy or verify	
Help?	

Activity:	Winterfest
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Date(s)	4th Week of January
Duration	1 day (8 hours)
Effort	Medium

What to Expect	
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What to Do	
Coordinate event	
Cook Lunch	
Cleanup Camp procedure	

Things to buy or verify	
Help?	

Activity:	Blue & Gold/Crossover
Date(s)	3rd week of February
Duration	1 day (4 hours)
Effort	Med
What to Expect	
What to Do	
	Coordinate
	Cook
	Cleanup
Things to buy or verify	
Help?	
Activity:	Pinewood Derby
Date(s)	1st week of March
Duration	1 day (8 hours)
Effort	Heavy
What to Expect	Premier event for Cub Scouts everywhere. Lots of coordination lining events up on time. Best to form a bit of a committee to manage. Logistics and order timing is key. Some computer knowledge is helpful with track setup
What to Do	do the ordering of trophies and plaque plates, updating rules, reserving school, track tests before event, load PC with names, get volunteers to run pit, registration, Boy scouts to assist the event, someone ti make plaques.

	Coordinate trophies, School, Track setup, Program Agenda, Plaque making
	Cook Ordered lunch
	Cleanup track teardown
Things to buy or verify	trophies, patches, School, food, plates, utensils, napkins
Help?	Wade Irvine, Shawn Faessler, Lee Hoepner

Activity:	Scouting For Food
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Date(s)	3rd and 4th Saturday in March
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Duration	2 days (4 hours)
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Effort	light
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What to Expect	
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What to Do	
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	Coordinate Hartland Food Pantry, Council for Bags, Service Hours website
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	Cook N/A
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	Cleanup N/A
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Things to buy or verify	
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Help?	
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Activity:	Spring Recruiting
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Date(s)	2nd and 3rd week in March
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Duration	3 weeks (6 hours)
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Effort	medium
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What to Expect	
What to Do	
Coordinate	Pack 24, Schools, Boy Talks, Council kickoff
Cook	N/A
Cleanup	N/A
Things to buy or verify	recruiting swag
Help?	
Activity:	Root River Hike/Bike
Date(s)	4th week in April
Duration	1 day (4 hours)
Effort	light
What to Expect	
What to Do	
Coordinate	Register w/ Bedger Trails inc. order patches, hike or bike,
Cook	determine lunch options, grill out or bag lunch
Cleanup	Leave no trace
Things to buy or verify	
Help?	
Activity:	Swamp Fox
Date(s)	Lottery in April + 1 of 3 weekends from Sept- Oct

Duration	1 day + 1 weekend
Effort	Light
What to Expect	
What to Do	
Coordinate	Signup, Payments, Council Registration, Health forms
Cook	Friday nite Dinner
Cleanup	Leave no trace
Things to buy or verify	
Help?	Tom Burg

Activity:	River Rats
Date(s)	Lottery in February + 1 of 3 weekends from May- June
Duration	1 day + 1 weekend
Effort	Light
What to Expect	
What to Do	
Coordinate	Signup, Payments, Council Registration, Health forms
Cook	Friday nite Dinner
Cleanup	Leave no trace
Things to buy or verify	
Help?	Tom Burg

Activity:	Cubmobile
Date(s)	2nd week in May
Duration	1 day (6 hours) + Build time for new cars (4-6 hours)
Effort	medium
What to Expect	
What to Do	
Coordinate	car build, practice, council signup
Cook	N/A
Cleanup	leave no trace
Things to buy or verify	

Help?	Wade Irvine
Activity:	Fall Recruiting
Date(s)	2nd and 3rd week in September
Duration	3 weeks (6 hours)
Effort	medium
What to Expect	
What to Do	
Coordinate	Pack 24, Schools, Boy Talks, Council kickoff
Cook	N/A
Cleanup	N/A
Things to buy or verify	recruiting swag
Help?	
Activity:	Hartland Hometown Celebration
Date(s)	June 29 and 30th
Duration	2 days (9 hours)
Effort	medium
What to Expect	
What to Do	be visible to our community
Coordinate	signup with Hartland Rotary Club/Village, volunteers to be at tent
Cook	
Cleanup	
Things to buy or verify	promotional items
Help?	
Activity:	Hartland Hometown Parade
Date(s)	last Sunday before 4th of July (6/30)
Duration	1 day (2 hours)
Effort	Light
What to Expect	

What to Do	
Coordinate	Scouts in uniform, start date/time, end location, hydration,
Cook	
Cleanup	
Things to buy or verify	Candy to toss
Help?	

Activity:	Webelos Memorial Day Flag Placement
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Date(s)	Sunday before Memorial Day (5/25)
Duration	
Effort	
What to Expect	
What to Do	
Coordinate	Work with Legion Liason (Fred Sweet) about date/ time, locations to place flags
Cook	B-fast provided by the Post
Cleanup	N/A
Things to buy or verify	N/A
Help?	Wade Irvine, Dwight Parkinson

Activity:	Memorial Day Parade
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Date(s)	5/26 (memorial day)
Duration	1 day (1 hour)
Effort	Light
What to Expect	short parade route, followed by short speech/program at the cemetary by the American Legion
What to Do	
Coordinate	scouts to event, time and place to meet, and dispurse
Cook	N/A
Cleanup	N/A
Things to buy or verify	N/A

Help?	Joel Harris
Activity:	
Date(s)	
Duration	
Effort	
What to Expect	
What to Do	
	Coordinate
	Cook
	Cleanup
Things to buy or verify	
Help?	
Activity:	Scout Camping Chair (Resident camp, Tigers, Wolves & Bears, oh My!, Daycamp)
Date(s)	
Duration	
Effort	
What to Expect	
What to Do	
	Coordinate
	Cook
	Cleanup
Things to buy or verify	

Help?	
Activity:	Webmaster
Date(s)	
Duration	
Effort	
What to Expect	
What to Do	
Coordinate	
Cook	
Cleanup	
Things to buy or verify	
Help?	
Activity:	Quartermaster
Date(s)	
Duration	
Effort	
What to Expect	
What to Do	
Coordinate	
Cook	
Cleanup	

Things to buy or verify	
Help?	
Activity:	Professional Sports Events Chair
Date(s)	Varies by season
Duration	~4 single events (1-2 hours)
Effort	light
What to Expect	Attendance/interest is generally pretty low- costs for families is always a concern, timing of events, plenty of advance notice is a big advantage. The more accessible, clearer the info, the better. Need to find or be the pointperson at the event itself.
What to Do	drive energy and excitement around each event, create a buzz, get people interested (submit for website, newsletter etc), select the best deals for the pack, potentially teaming with other councils (like the Brewers Game), find dates of upcoming events (most info on www.PACBSA.org) then generate a signup sheet, get payments and sign our pack up for the events.
	send notification to Pack website, get signup sheets going 2 Pack Meetings before event (where possible) reminder during Pack Meetings, collect money. Notify people about When, where, Who. Get a rally point for everyone to meet at the event and be available for questions
Cook	N/A
Cleanup	N/A
Things to buy or verify	Event Tickets
Help?	Wade Irvine