

# Charter Renewal Roundtable for 2024

Tamie Swain
Council Commissioner





# Welcome!





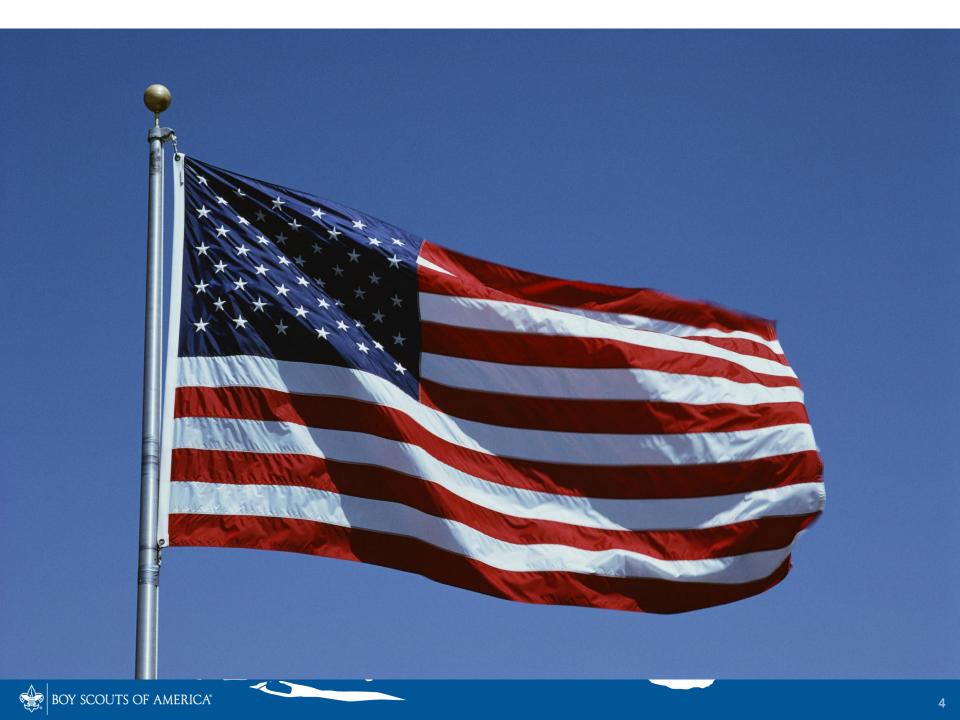




- Welcome and Pledge
- Safety and Membership Moments
- Updates and reminders for Charter Renewal
- Breakouts by District you choose room
- Concurrent Full Charter Renewal training
- Q & A
- Closing return to main session
- 10/26/2023 Meeting Recording link will be at end of this presentation









## **Safety Moment**

## **Membership Moment**







- Minsitrails.org Charter Renewal –
   where to find everything you need
  - (aka <u>www.minsitrails.org</u> > Resources > Charter Renewal)
- https://youtu.be/bl0xGO\_YIJE recording of Charter Renewal process





## **New Charters**

If changing charter organizations, unit MUST submit New Unit Application with Institution Head and all contact information to Council for update BEFORE STARTING online recharter

Impacts ALL units not chartering with current organization

Make sure you are working with your DE when changing chartering organization





# **Charter Renewal overview**

Minimal Changes – still quite a few things to do

Complete online recharter process – bring printout to District Charter Workshop

Review and ensure YPT completed through 1/31/2024 for ALL youth contact adults

Review and ensure CBC and PA Background checks are complete and valid through 1/31/2024 (bring copies of new/updated)

Do NOT bring Charter Agreement signed by IH







#### **Checkpoints and Deadlines**

All units should work towards November 18 submission of charter – supported by District Charter workshops and nightly Q&A sessions

Payment and final submission to Council deadline is 12/15/2023

Overall deadline for council – 12/31/2023 to allow needed cleanup before submission





Changes in National processing and policy

If charter and payment not submitted by 12/31/2023, Unit will need to file New Unit applications

No longer have a Grace period on Charters and insurance coverage

Bonus: Remove some of the stress of the holidays for volunteers and staff





# **Pause for Questions**









# What to Bring – Charter Workshops

- 1. Copy of printed completed charter
- 2. Copies of new/updated YPT certificates
- 3. Copies of new/updated PA background checks (3 forms for each person)
- 4. Signed check for payment make out to Minsi Trails Council amount blank
- 5. Completed 2023 JTE form (optional your commissioner may follow up with you)
- 6. Check with your district for additional info





- When completing charter renewal process you have 3 choices:
  - DO NOT Pay online by credit card
  - DO NOT Pay online by echeck
- If overpay electronically, refund NOT available from National
- ODO Pay to Council







## How to get help

- Minsitrails.org Charter Renewal (aka www.minsitrails.org > Resources > Charter Renewal)
- Check with your Commissioner
- Check with your District Executive
- Attend Charter Renewal Q&A Work
   Sessions links available on bottom of Charter Renewal Page!





# **2024 District Charter Workshops**

- Carbon Luzerne 12/7/2023 Tweedle Park,
   Weatherly
- Lehigh 11/13 & 11/14/2023 Council Office
- Monroe 12/14/2023 Emergency Center
- Northampton 11/09/2023 Council Office
- Warren 11/02/2023 Belvidere Community
   Center

Each location has a sign-up for an appointment

- check now with the District Executive!







- Youth applications not signed by parent or unit leader
- Youth applications missing birthdates of youth and parent
- Youth applications missing adult emails
- Adult Leader applications without signatures (Adult + COR)
- Adult Leaders missing the three Act 15 state clearances
- Adult Leader clearances not up to date –
- If they expire by 1/31/2024, they should be redone for recharter
- Adult Leaders missing the disclosure statement on the application
- YPT expired or expiring by 1/31/2024
- If expires by 1/31/2024 should be redone before recharter
- Did you bring a signed check made payable to Minsi Trails Council?
- Did you bring Charter Agreement signed by Institution Head?



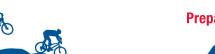




#### Annual Charter Agreement – everyone does this one and brings completed form to ReCharter Day

- <u>https://pdscouting.wpenginepowered.com/wp-content/uploads/2022/09/Fillable-Annual-Charter-Agreement-Charter-Orgs\_Short-Version\_09.16.2022.pdf-</u>
  Specialty forms:
- Short Term Facility Use Agreement non-UMC
- $\frac{https://pdscouting.wpenginepowered.com/wp-content/uploads/2020/11/Short-Form-Facility-Use-Agreement-draft-10-21-2020.pdf}{Agreement-draft-10-21-2020.pdf}$
- United Methodist Church (UMC) Units Affiliation Agreement
- <a href="https://pdscouting.wpenginepowered.com/wp-content/uploads/2022/09/02.-BSA.UMC-Updated-Affiliation-Agreement\_08.26.22.pdf">https://pdscouting.wpenginepowered.com/wp-content/uploads/2022/09/02.-BSA.UMC-Updated-Affiliation-Agreement\_08.26.22.pdf</a>
- UMC Facility Use Agreement
- <a href="https://pdscouting.wpenginepowered.com/wp-content/uploads/2022/09/03.-UMC-FACILITIES-USE-INDEMNITY-AGREEMENT.pdf">https://pdscouting.wpenginepowered.com/wp-content/uploads/2022/09/03.-UMC-FACILITIES-USE-INDEMNITY-AGREEMENT.pdf</a>
- Annual Registration Agreement for Council registered Units
- <a href="https://pdscouting.wpenginepowered.com/wp-content/uploads/2022/09/Annual-Registration-Agreement">https://pdscouting.wpenginepowered.com/wp-content/uploads/2022/09/Annual-Registration-Agreement</a> Council-Registerd-Units-9.22.22-1.pdf









### Resources

<u>www.minsitrails.org</u> > Resources > Charter Renewal

https://youtu.be/bl0xGO\_YIJE - YouTube presentation

**United Methodist Council Toolkit:** 

https://1drv.ms/u/s!AnXAREeB49ItsWkewfEMgaCWTXiD?e=5wdmde







- Do not submit more than one unit charter for the same Charter Organization on same day
- IH and Charter Org changes must be made by Council – BEFORE start Charter Renewal
- Cubs Add adult as den leader BEFORE adding as Lion/Tiger partner
- Multipled youth Add in Ship/Crew as youth position and multiple as adult with troop
- Youth -> Adult member drop youth, re-add as adult





#### Position Manager

# Use to change volunteer positions Direct contact roles must be trained for position to charter

https://youtu.be/bl0xGO\_YIJE





## **Questions?**

# Tamie Swain CouncilCommissioner@minsitrails.org Cell/Text 610.505.9858







## **Breakout Choices**

# Stay in this meeting and see the software in operation OR

#### Go to breakout for district

- Carbon Luzerne & Monroe
- Lehigh
- Northampton & Warren









### 10/26/2023 Meeting Recording

# Updates to the Charter Process recording:

https://us06web.zoom.us/rec/share/ziaHhy2D\_t0FMfDfaMlznp5jPf0xF7RehxJUswxw8ltxfSuhyw66FtoE0lHK0Hcb.yQ4dWWgis8lbF0lE

Passcode:\*I0#v0^d





## 11/9/2022 Meeting Recording 2

# Updates to the Charter Process recording:

https://powerschool.zoom.us/rec/share/y
pZ\_SKW67PO0rxejkxr1e9pnEnvG8Zh1KaD5N5kKB\_at7HmrcY78qUS
xHIDnMv8.xTGNRjpVjSIZVTGB?startTime
=1668041978000

Passcode: 7z5b!?k3





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