



Minsi Trails Council

Charter Renewal Roundtable for 2024

**Tamie Swain
Council Commissioner**

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Welcome!

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Agenda

- **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**

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Our Moments

Safety Moment

Membership Moment

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First thing to know

- Minsitrails.org Charter Renewal – where to find everything you need
 - (aka www.minsitrails.org > Resources > Charter Renewal)
- https://youtu.be/bl0xGO_YIJE - recording of Charter Renewal process

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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**

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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**~~

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What IS Changing

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

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Why?

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

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Pause for Questions

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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

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DO NOT!

- 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
- **DO Pay to Council**

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How to get help

- **[Minsitrails.org](http://www.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!**

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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!

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Things to verify...

- 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?~~

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Links to forms

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

~~• <https://pdscouting.wpenginepowered.com/wp-content/uploads/2022/09/Fillable-Annual-Charter-Agreement-Charter-Orgs-Short-Version-09.16.2022.pdf>~~

Specialty forms:

- **Short Term Facility Use Agreement – non-UMC**
- <https://pdscouting.wpenginepowered.com/wp-content/uploads/2020/11/Short-Form-Facility-Use-Agreement-draft-10-21-2020.pdf>
- **United Methodist Church (UMC) Units - Affiliation Agreement**
- https://pdscouting.wpenginepowered.com/wp-content/uploads/2022/09/02.-BSA.UMC-Updated-Affiliation-Agreement_08.26.22.pdf
- **UMC Facility Use Agreement**
- <https://pdscouting.wpenginepowered.com/wp-content/uploads/2022/09/03.-UMC-FACILITIES-USE-INDEMNITY-AGREEMENT.pdf>
- **Annual Registration Agreement for Council registered Units**
- https://pdscouting.wpenginepowered.com/wp-content/uploads/2022/09/Annual-Registration-Agreement_Council-Registered-Units-9.22.22-1.pdf

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Resources

www.minsitrails.org > Resources > Charter Renewal

https://youtu.be/bl0xGO_YIJE - YouTube presentation

United Methodist Council Toolkit:

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

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Tips

- 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
- Multiplied youth – Add in Ship/Crew as youth position and multiple as adult with troop
- Youth -> Adult member – drop youth, re-add as adult

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Position Manager

Use to change volunteer positions

**Direct contact roles must be trained for
position to charter**

https://youtu.be/bl0xGO_YIJE

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Questions?

Tamie Swain

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Cell/Text 610.505.9858

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Breakout Choices

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

Go to breakout for district

- **Carbon Luzerne & Monroe**
- **Lehigh**
- **Northampton & Warren**

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10/26/2023 Meeting Recording

Updates to the Charter Process recording:

https://us06web.zoom.us/rec/share/ziaHhy2D_t0FMfDfaMIznp5jPf0xF7RehxJUswxw8ltxfSuhyw66FtoE0lHK0Hcb.yQ4dWWgis8lbFOIE

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11/9/2022 Meeting Recording 2

Updates to the Charter Process
recording:

https://powerschool.zoom.us/rec/share/pZ_SKW67PO0rxejkxr1e9p-nEnvG8Zh1KaD5N5kKB_at7HmrcY78qUSxHIDnMv8.xTGNRjpVjSIZVTGB?startTime=1668041978000

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