



## Monthly Meetings of an Area

*These are two types of monthly meetings that serve very different purposes. They are held at separate times, involve different people, and both are necessary as a part of a healthy Area.*

### Monthly Meeting 1 of 2: Trail Gathering

**An Area Trail Gathering** is a monthly meeting for all Troop leaders. In the BSA, it was known as a “Roundtable”. It is hosted/coordinated by the Area Direct Service Chairman and his team of Direct Service Advisors (DSAs). Its primary components are:

- Pre-gathering (15-20 mins)—a time of fellowship, often over refreshments. Some Areas will want to have a formal Opening Ceremony, such as a Presentation of the Colors.
- Group session (30 mins)—where announcements pertaining to the Area are made. For example, Area Campouts coming up, an annual Planning and Budgeting Session for Troops, Three Peaks Training course; an Area (or Region)-wide Summer Adventure; new releases from the Home Office, etc.
- On-going Training (15 mins)—something of importance to the group as a whole. Depending on the subject taught, this can be led by a DSA or an expert selected from a Troop.
- Breakouts for Direct Contact Leaders, by program level (45 mins)—Woodlands Trail, Navigators, Adventurers leaders separate out and discuss a pre-selected topic specific to their group. A different Troop could lead the discussion every month. There should be an additional breakout meeting for Troop Committee Members, where they discuss common issues in conducting Troop business. Since the breakouts will not all finish at the same time, it’s best to leave directly from those sessions, rather than attempt to bring all groups back together for a closing ceremony. However, for time-efficient Areas, coming back together for a few “Words of Wisdom” from the Area Direct Service Chairman is beneficial.
- Words of Wisdom from your Area Direct Service Chairman; and a Closing/prayer (by Chaplain). Adjourn.

### Monthly Meeting 2 of 2: Area Committee Meeting

The **Area Committee Meeting** does not include Troop leaders. It is for registered members of the Area Team. It resembles a BSA “District Committee Meeting”. Its major components are (see PM-101 for full meeting agenda):

- Opening (Point Man—aka Area Chairman, 5 mins) – call to order, prayer, a devotional thought, approval of Prior Minutes (All, 2 mins) – these should be sent out ahead of time for all to review.
- Area Direct Service Chairman Report (5 mins)—discuss concerns or issues in Troops that can be helped by Area Team subject matter experts.
- Breakout Discussions, by subcommittees (30 mins) – This is the main part of the meeting—time to discuss what’s *been* done, what *needs* to be done—and to solidify commitments of *who* will complete the action, and by *when*. Chairman takes notes and later reports same for his group.

- Re-gathering for Reports of Subcommittees (all Chairmen, 20 mins total)—such as Membership, PR/Marketing, Community Service, and Program (Camping, Training, Advancement, and Activities); plus any other subcommittees—and your AHG representative, if applicable.
- Discussion of Old Business/New Business/Calendaring Issues (8 mins)
- Finish with Chairman’s Remarks: inspirational thoughts from the Point Man (aka Area Chairman, 3 mins) and a Closing/prayer (by Chaplain). Adjourn.