100yrs Meeting 5/12/2017 – Chick, Sarah, Steph

1. **Archive and displays**
* Leader (Ian?) to get info from sections from 2009 e.g. Photos, event details, camp programs, dates, displays of any work done that has been kept. - SC
* Timeline add to with what I know and send out to other leaders – SC
* Dates 2nd Beaver Group started? & 2nd Cub one? - SC
* Members Lists for Roll Call 2007 – SC & leaders
* Photos on display – stickers & book for people to request copies of photos (number as people request).
* Get all electronic info Jo/Guy has in terms of Minutes and AGM’s & Paper stuff - SC
* External Hard drive from Funds – SC
* Big Folders – Steph
* Make boards for display cost around £100 for 6 - Ken
* Steph away May time til day.
* Copies of Certificates for competitions - Chick
1. **Advertising**
* London Colney News – Steph to check for January Edition
* London Colney News - Easter invite advert – deadline Steph to find out
* Herts Ad/St Albans Review – nearer the actual date
* Colne Ranger ???
* Radio Verulam – nearer the actual date
1. **Program:**
* **Day:**
	+ Section Activities 10:00 – 16:00
	+ Section and Leader Award presentations – 16:00 – 17:00
	+ Displays of Archive in hut during day – Tea and coffee available
* **Evening: 19:00**
	+ Hog Roast - £695 for 100 people
	+ Live Band - £300
	+ Apply for licence and do own bar – charge
	+ Voucher for food + Plus a drink £3 per person
1. **Invites & documentation**
* Address List needs adding to – SC
* Invites to neighbours
* SC to contact GM for design of invites. Quote for 500 copies – end of Jan for dignitaries end of Feb for past members followed by current members in March (Save Date email in Jan)
* Emily’s design, scouts be prepared logo, red/blue & Gold RSVP to 100 year email address.
* Posters less formal version of stuff on invite. 20 posters A4
* Brochure/souvenir newspaper few adverts 7-8 pages 200 detail up in Feb/March time
* Calendars – 2019
* Tea Towels – Chick
* Cake – SC to Speak Marie
1. **Others**
* Scarves – ordered £??? Badges – Budget ??
* Photographer – pictures during day David Barker – film for a DVD??
* Liz – Sponsored silence 100 mins to raise funds
* Yeti – Sponsored hike back from Watford Whole group
* Gilwell Stone – Paid for £100 & group camp in September to visit
* Badges for big Scarf – commemorative badges only - Leaders
* Parish council contact for use of Park - Annabel

Next Meeting – Tuesday 16th January Invite Frank Britain, and other leaders/committee.