

# **SU406 Leader Meeting**

## **March 7<sup>th</sup>, 2017**

Please sign in

# Opening

- Promise:

On my honor, I will try

To serve God\* and my country

To help people at all times

And to live by the Girl Scout Law

# Girl Scout Week

- March 12<sup>th</sup> – 18<sup>th</sup>
  - March 12<sup>th</sup>: Girl Scout 105<sup>th</sup> Birthday!
  - March 12<sup>th</sup>: Girl Scout Sunday
    - Girls may wear their uniforms to church. Many churches have special services and/or activities for Girl Scouts on this day
  - March 18<sup>th</sup>: Girl Scout Sabbath
    - Check your local synagogue for information about activities for Girl Scouts

# 2016-2017 Overview

- Goals

- Girl membership: 1,036

- Actual as of 3/7: **1,061**!!!!!!!!!!!!!!

- Adult membership: 628

- Actual as of 3/7: 603 – many cookie volunteers are NOT registered. This is a requirement.

- Fall Product: \$97,467.12

- Actual: \$95,841 – we beat last year's #!!!

- Cookies: 11,053 cases

- Initial Order: 8,007

- Current Total (3/7): 10,073 cases (update – 10,163 as of 3/9)

- Family Partnership: \$2,140

- Actual: \$575 (waiting for update)



# Turn in Today

- White Pines
  - Rental Agreements and medical forms are due IMMEDIATELY to Donna-Marie.
  - E-mail [su406events@gmail.com](mailto:su406events@gmail.com) if you have questions
  - Final payment for all spots your reserved is due on March 20<sup>th</sup>
- 40172's Girl Scout Birthday Party
  - Final rosters/payments were due today
  - Make sure your girls have their permission slips filled out

# Getting More Cookies?

- Cookie Cupboards
  - See e-mail from eBudde called “SU406 cookies – transactions” from last month. That will give you instructions
  - See page 24 in your Troop Cookie Manager Guide for detailed instructions on ordering from cupboards. For weekday pickups, please try to allow 24 hours
  - See eBudde e-mail weekly for Selena’s cupboard hours
  - No S’Mores or Toffees available in cupboards (they were limited edition and not guaranteed for cupboard – we were extremely lucky to have them)
  - Troop orders are in FULL CASES only. If you need PACKAGES, see the next slide for Goal Getters
  - Cupboard orders go on your “account” and you pay in the final ACH on March 31<sup>st</sup>

# Goal Getter

- Goal Getter
  - Packages only
  - Pre-paid at time of pick up
  - CANNOT preorder – do not put in transaction
  - DO NOT put in distribution to the girl after pick up. COUNCIL will add the transaction to the troop on Sunday/Monday and then will allocate to the girl during the week. If you put something in, it will be either taken out by council or cause duplication and an incorrect total on the girl
  - Only at the Gathering Places – council locations
  - Patch for 12 boxes on single order (one per girl)
  - Drawing entry for 50 boxes on single order
  - Don't turn away any cookies. This is the way girls can keep on going even after you've finished your booths and have sold all of your troop cookies. Girls can keep going to try to reach their goal.

# Cookies - ACH

- 1<sup>st</sup> ACH (Automated Clearing House aka Sweep) on March 1<sup>st</sup>
  - Check your bank account to make sure you were swept properly
- 2<sup>nd</sup> ACH on March 31<sup>st</sup>
  - Remaining balance
  - ACH Adjustment Form due March 27<sup>th</sup>
    - If you have any girls who have not paid, DO NOT pay their portion. Instead fill out the Individual Collections form and turn in an ACH adjustment. DO NOT risk troop funds
  - Individual Collections Form
    - Used if a family has not turned in their payment for all cookies. You will need to turn in the permission slip and show what attempts you have made to collect the money.
  - If you have questions on troop \$, ACH, or adjustment forms, please contact Chris or Selena



# **Cookies – eBudde Girl Orders Tab**

- Distribute extra boxes to girls
  - For additional sales
  - For booth assistance
- Note payments for each girl
  - Why? So you can make sure each girl has paid for what she received
- DO NOT enter Goal Getters (council does)
  - Goal Getters upload to the troop on Sun/Mon
  - Council allocates to girls during next week
- Why allocate if you are taking additional proceeds?
  - ALL girls may qualify for patches (100, 200, all the way up to 1,000+ and then 2017+) Girls like the patches.
  - Also a good way to keep track of your girl payments

# Cookies – eBudde

## Final Rewards

- Based on total at the end of the program
- ALL girls qualify for patches regardless of proceed plan
- Reward pick up scheduled for May 21<sup>st</sup> - tentatively. Watch for an e-mail for pick up information.
- Submitting final rewards
  - Click on Rewards tab
  - Click on Final Rewards
  - Click on Fill Out
    - If anyone qualifies for a t-shirt, you must select the size
    - Do not have to submit for each individual girl, scroll down to the bottom of the troop final reward page after clicking Fill Out and you will see a submit button
  - If you need to unsubmit, contact Chris at [su406cookies@gmail.com](mailto:su406cookies@gmail.com)

# Cookies - Booths

- Thank you for a better 2<sup>nd</sup> and 3<sup>rd</sup> weekend!
- Release booths you are not doing in eBudde
  - So other troops can pick up
  - So customers don't go to a place with no girls
  - Click on the Booth Sites tab
    - Click on the location you have selected
    - Click on your troop number in the box and it will remove it
    - Click update
- Bundle up this weekend. Make sure you have parents to take the girls on breaks and rotate your girls and adults.
- Don't forget to have Gift of Caring information/signs at your booth
- Post pictures of your booth on the leader Facebook page.
- Also don't forget to do the Cookie Troop 100 promo. What's that? Check this out: <http://www.girlscouts.org/cookietroop100>

# Cookie Carnival

- Free for all girls!
- Watch your e-mail for invitation
- Even better if we make our goal!!!!
- Tentative date is May 16<sup>th</sup>.
  - Family activity (parents are responsible for supervising)
- Looking for troops who want to run a booth for us.

# Finance Report

- Will go over in May
- Watch your e-mail for instructions
- Spreadsheet for you to use was e-mailed out with March leader meeting update
- Report may be found here:  
[https://www.girlscoutsgcnwi.org/content/dam/girlscouts-girlscoutsgcnwi/documents/forms/ve\\_financialreport.pdf](https://www.girlscoutsgcnwi.org/content/dam/girlscouts-girlscoutsgcnwi/documents/forms/ve_financialreport.pdf)

# To Do

- Complete your Summer and Fall updates to your annual finance report tracking sheet.
- Send any field trip requests to [su406fieldtrips@gmail.com](mailto:su406fieldtrips@gmail.com)