

New Troop 62 Dues/Trip Payment Procedure -August 30, 2006

For the 06/07 year, we are establishing some new procedures for collecting money. This is to ensure a smooth and accurate process of collecting and recording payments. The beginning of the meeting, from 7:30-7:50pm will be set aside for dues collection and payment for trips, registration, any other payments and questions by parents. It is strongly suggested that **all** payments for a scout, be made **by the scout** to his patrol leader when dues are collected. This does a few things: it helps the scout to be responsible for the payment, it helps him to know what has been paid for (trips, dues) and it is a tracking system for payments. Any payments not made this way have to be recorded by the leaders on the dues sheets, after the fact. The period from 7:50pm to 8:40pm will be used to record payments. We respectfully ask not to be interrupted with payments and questions during that time, so that we can focus on properly recording payments into our computer system. The period from 8:40 to 8:55, will be set aside for questions from scouts, leaders and parents. No payments will be taken at this time. Our goal is to complete all recordings and be wrapped up and ready to leave when the meeting ends. End of the night payments, after recordings have been made, can be easy to miss and can cause confusion. *We thank you for helping with our efforts to be efficient and for your cooperation. Diane and Linda*

Remember: 7:30-7:50 – payments and questions

7:50-8:40 – recording time – no interruptions

8:40-8:55 – questions about payments– no payments made