

What Can Commissioners Do To Help?

1. Review Available Guidance and Stay Alert for Any Updates.

Review and understand the “Notes for Membership & Recharter Update” document. It is important for commissioners to be able to present on this in a calm, positive, and knowledgeable manner, as unit leaders may take cues from how it is presented.

- BSA National: <https://www.scouting.org/resources/internet-rechartering/>
- WCC: Any guidance specific to our local Washington Crossing Council will be posted at <https://bsawcc.org/resources/>.

2. Identify Any Unit Leadership Changes

Contact the unit key 3 leaders.

- a. Do they still have the support of their chartered organization?
- b. Provide a roster of the adult leaders (name, position, contact info) and ask:
 - 1) Has any of the information changed?
 - 2) Are any changes expected over the next six to eight months?

If so, help them to make those changes promptly so that leaders have the access to BSA systems and receive communications that they need to succeed.

CORs can use the Organization Manager > Position Manager at my.scouting.org to update adult leader positions and functional roles for existing adult members on their roster.

3. Confirm Unit Funding Plan

Do units have a budget plan for how to fund the National and Council fees that need to be paid by November 15 with their Unit Charter Application? This could be through fundraising and/or member dues.

4. Register New Members Promptly

Encourage units to register new youth and adult members promptly so that they are covered by liability and sickness & accident insurance and so youth are eligible for advancement.

Submit new youth and adult member applications *before* submitting the unit charter application – not with it.

Use online registration where possible as described at <https://www.scouting.org/resources/online-registration/>.

5. Encourage Units to Keep Member E-Mail Addresses Updated

Encourage units to be proactive with their members to keep e-mail addresses up to date in ScoutBook. This will be very important for next year and the new membership renewal process.