



**Girl Scouts**<sup>®</sup>  
Where Girls Grow Strong<sup>SM</sup>

**Sunray 57**  
Service Unit

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Girl Scout Council of St. Croix Valley  
2008 Service Unit Plan of Work  
“Council Packet”

*Please submit a copy of this packet to your Membership Manager  
by June 30, 2007.*

**NOTE:** "2007 Membership Statistics" will be filled out by membership manager and forwarded to service unit prior to Plan of Work meeting.

**Service Unit: Sunray**

## 2007 Membership Statistics

	Year-End 2006 Total	Girl Potential	Year-End 2006 Girl Market Share %*	2007 Goal	2007 Membership as of 4/30/07			Total % of Retention** as of 4/30/07	# New Troops as of 4/30/07	Total # Troops as of 4/30/07
					New	Rereg.	Total			
Daisy	15	176	8%		15	0	15		2	2
Brownie	69	467	15%		32	41	73		2	8
Junior	65	446	15%		7	48	55		0	5
Cadette/Sr./STUDIO 2B	32	1427	2%		3	18	21		0	5
Juliette	6				0	2	2			
<b>Total Girls</b>	<b>187</b>	<b>2516</b>	<b>7%(1:13)</b>	<b>162</b>	<b>57</b>	<b>109</b>	<b>168</b>	<b>59%</b>	<b>4</b>	<b>20</b>
<b>Total Adults</b>	<b>92</b>			<b>92</b>	<b>19</b>	<b>62</b>	<b>81</b>	<b>67%</b>		

\* Market Share % = Number of registered girls divided by total potential (total girls available). Council average is 15% or 1:6 girls.

\*\* % of Retention = total re-registered girls/adults for current year divided by total girls/adults from previous year.

## Under-Represented Girls

	Year-End 2006 Total	Total as of 4/30/07
<b>Girls of Color</b>	67	45
<b>Household Income*</b>	50	31
<b>Disability**</b>	13	11

\* Low household income is defined as <\$35,000.

\*\* Disability includes developmental, hearing, learning, physical, visual or other.

# 2008 Girl Membership Plan

## **Example:**

### **Sample Areas of Focus:**

#### **Examples:**

1. Increase retention rate by 5%
  
2. Recruit two more Brownie PAL troops

### **Sample Action Steps:**

**(Try to answer who, what, when and where)**

#### **Examples:**

1. Shirley (registrar) will promote early registration by providing all early registration forms to troops by May 31, then calling all troop leaders who have not turned forms in by June 20 to arrange pick-up/delivery options. Get early registration forms to council by 6/30/07.
2. Jenny (recruiter/school coordinator) will hold a Bring-a-Friend new member event in October at the community center and make sure every Brownie PAL member receives an invitation via her troop leader.

**NOTE: Please ensure service unit opportunities are inclusive and allow girls/adults the chance to experience the dimensions of pluralism.**

### **Actual Areas of Focus:**

#### **1) Actual Areas of Focus:**

Recruit Daisy

#### **Action Steps:**

Flier Schools Chris Lamont

Hold recruiting night

#### **2) Actual Areas of Focus:**

Retain older girls

#### **Action Steps:**

Give leadership roles in Service unit event –

Encampment Carrie Sousa

### **Actual Action Steps:**

**(Try to answer who, what, when and where)**

**NOTE: "Adult Training Statistics" will be filled out by membership manager and forwarded to service unit prior to Plan of Work meeting.**

## Adult Training Statistics

- Ensure every troop has at least one trained leader (Basic and Program Age Level training). Council average is 71%.

### Trained Troops (as of 4/30/07)

	# Troops in Service Unit	# Trained Troops	Total % Trained
<b>2007</b>	20	14	70%
<b>2006</b>	21	14	67%
<b>2005</b>	22	18	82%

- Ensure volunteer applications and reference checks are completed and submitted for all volunteers who work with girls and/or handle money. Council average is 69%.

### Troop Related Volunteer Applications (as of 4/30/07)

	Total # Volunteers in Service Unit	# Volunteer Applications Complete	Total % Complete
<b>2007</b>	37	29	78%
<b>2006</b>	78	39	50%
<b>2005</b>	102	44	43%

# 2008 Adult Training Plan

## **Example:**

<p><b><u>Sample Areas of Focus:</u></b></p> <p><b>Examples:</b></p> <ol style="list-style-type: none"><li>1. Promote adult recognitions (for November and March deadlines)</li><li>2. Increase trained troops to 95%</li><li>3. Recruit "new troop" training coordinator</li></ol>	<p><b><u>Sample Action Steps:</u></b> (Try to answer who, what, when and where)</p> <p><b>Examples:</b></p> <ol style="list-style-type: none"><li>1. Amy B., training coordinator, will encourage completion of required adult position trainings to be eligible for adult recognitions.</li><li>2. Promote PAL trainings by providing Brownie PAL training opportunity at December leader meeting.</li><li>3. Ask Sandy S. or Susie Q. to serve as "new troop training coordinator" to help make sure all new troop leaders get proper training.</li></ol>
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## **1) Actual Areas of Focus:**

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Train leaders

### **Action Steps:**

Publicize on line training and council training -  
Ellen

## **2) Actual Areas of Focus:**

Get more troops involved at service level

### **Action Steps:**

SU meeting fun Ellen

**NOTE: "Family Partnership Campaign Statistics" will be filled out by membership manager and forwarded to service unit prior to Plan of Work meeting.**

## Family Partnership Campaign Statistics

	Goal		Actual		
	\$ Goal	Average \$ Gift Per Household to Reach Goal	Actual \$ Total Collected (as of 4/30/07)	# Registered Households	# Households That Contributed
<b>2007</b>	\$2000	\$13.88		144	
<b>2006</b>	\$1500	\$9.62	\$2000	186	22
<b>2005</b>	\$1000	\$5.26	\$1355	190	18

NOTE: Current policies in effect regarding family partnership campaign include:

- All family partnership campaign funds must be turned in to the council office by June 30, 2007.
- If the service unit's family partnership campaign goal is met by June 30, the service unit will receive 10% incentive funding from the council office.
- Family partnership campaign/money earning activities should be scheduled to avoid local United Way campaigns (September/October) and cookie direct order sales (January).

# 2008 Family Partnership Campaign Plan

## **Example:**

<p><b><u>Sample Areas of Focus:</u></b></p> <p><b>Examples:</b></p> <ol style="list-style-type: none"><li>1. Increase # of households participating in family partnership campaign</li><li>2. Follow up after family partnership campaign event</li></ol>	<p><b><u>Sample Action Steps:</u></b> (Try to answer who, what, when and where)</p> <p><b>Examples:</b></p> <ol style="list-style-type: none"><li>1. Jane, family partnership campaign coordinator, will form a committee to plan "Me and My Guy" snow tubing party in February at Mound Hill and invite all registered families.</li><li>2. Jane, family partnership campaign coordinator, will formulate a plan to follow up with all families after event to make sure they submitted family partnership campaign envelope.</li></ol>
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## **1) Actual Areas of Focus:**

Increase over 2007

## **Actual Action Steps:**

Combine annual giving with International carnival

(Try to answer who, what, when and where)

**Service Unit: \_\_\_\_\_**

## **2008 Year End Finance Report**

**Due to Membership Manager by June 30 (or at any point in year when bank/signer information changes)  
(Finance Report MUST be received by council office for the service unit to receive funding)**

Bank/Financial Institution:
** Bank Account #:
Location (City, State) & Phone #:

<b>Signers on Account (account MUST have at least 2 signers)</b>	
<b>Title</b>	<b>Name</b>
Service Unit Manager	
Service Unit Treasurer	
Other _____	

<b>Income</b>		<b>Expenses</b>	
Activity/Event Fees	\$	Activity/Event Costs	\$
Troop Donations	\$	Recognitions	\$
Family Partnership Campaign (from Council in Sept.)	\$	Supplies	\$
S.U. Funding (from Council after July)	\$	Trainings	\$
Volunteer Recognition (from Council in April)	\$	New Troop Stipends/Kits	\$
Other Income (provide list)	\$	Other Expenses (provide list)	\$
<b>Total Income</b>		<b>Total Expenses</b>	
	\$		\$

\$	<b>Beginning Balance</b>
+ \$	<b>Net Balance (Income – Expenses)</b>
\$	<b>Ending Balance</b>

<b>List any ongoing projects/events with specific funds earmarked:</b>

Finance Report Prepared by: \_\_\_\_\_ Date \_\_\_\_\_

**\*\* Service unit should maintain only 1 bank account.**

**A copy of this form will be forwarded to your service unit treasurer.**

## Sunray Service Unit Leadership Roster - Master

Trained	Position	Name	Address	E-Mail	Phone
	* S.U. Manager	Ellen Aeling		ellen@troop294.net	651 307 8241
	* Registrar				
	* Treasurer	Marybeth Foss			
	* Orientation Specialist	Use On line training			
	* Recruiter	Chris Lamont			
	* Cookie Coordinator	Cindy Reisdorf			
	* District Chair	Nell Nere			
	Daisy Advisor	Nell Nere			
	Brownie Advisor	Carman Poppert			
	Junior Advisor	Carrie Sousa			
	Cadets/Senior Advisor	Ellen Aeling			
	New Troop Mentor	Above people will handle			
	Adult Recog Coor				
	Encampment	Carrie Sousa			
	Leader recognition	Ellen Aeling			
	Court of awards	Nell Nere			
	Campfire with Songs	Nell Nere			
	International Carnival combine with annual giving 2 separate chairs	Next 2 lines below			
	International Carnival				
	Annual Giving				
	Webmaster	Marybeth Foss			
	Training Coordinator				
	Library/Supply Coordinator	Marybeth Foss			