

Pack Meeting Planner

Pack Meeting Theme / Team Building

Pack Meeting Date:_____ Time:_____ Location:_____

Before the Meeting		
Action	Description	Assignment Accepted By
Confirm location	Confirm the meeting location and access	
Meeting Reminders	Meeting reminders to families, 7 days, 3 days, and the day of the meeting.	
Gathering Supplies	Purchase or gather the supplies needed for the pack meeting	
At Home Requirements	Notice to parents about any at-home requirements that need to be completed before the pack meeting	
During the Meeting		
Action	Description	Assignment Accepted By
Gathering activity	Adventure Journals	
Opening Flag Ceremony	Traditional Flag Ceremony	
Opening Remarks	Pack Team Building Opening	
Activity Rotations		
Rotation 1	Floating Treasure Game (All)	
Rotation 2	Guess Who (Adults) Cups and Downs (Youth)	
Rotation 3	This or That (Youth) What is Cub Scouts? (New Adults)	
Rotation 4	Popcorn Pop (All)	
Fun and Games	None	
Presentations and Ceremonies	None	
Leader Minute	Pack Team Building Leader Minute	
Closing Ceremony	Traditional Flag Ceremony	
After the Meeting		
Clean Up Meeting Space	Put the meeting space back in the proper order. Clean up activity stations. Check bathrooms. Take out trash.	
Meeting Space Lock Up	Check all rooms in the meeting location to make sure everyone has left the building. Secure the meeting space.	