

# Preparing for Your First Troop Meeting

- ☐ Remind girls and adults to complete their membership registration before your first troop meeting.
- ☐ Ask families to complete the following paperwork prior to your meeting:
  - Annual Permission Form
  - Annual Adult Participation Agreement (for volunteers)
  - Annual Troop Health Form
- ☐ Complete the following gsLearn training videos:
  - Your First Troop Meeting
  - Troop Safety
- ☐ Read through portions of the following sections of Volunteer Essentials (view specific details on GSSI training page):
  - Troop Management
  - Creating a Safe Space
  - Troop Finances
- ☐ Read portions of Safety Activity Checkpoints (outlined on GSSI training page) and GSSI's Age Appropriate Checklist for Girl Scout Activities
- ☐ Setup/update your troop bank account:
  - Submit the “New Bank Account Request” or “Change Account Signers Request”
  - All signers submit GSSI's Financial Expectations for Account Signers
  - Receive paperwork from GSSI staff to setup/update your troop bank account
- ☐ Sign GSSI's Expectations of a Troop Co-Leader
- ☐ Hold your first troop meeting!