

Cub Scout Roundtable

Cub Scouts roundtable is a monthly gathering for Den Leaders across the district. Program ideas, peer conversation, and the district updates that matter to your den. This book has the handouts and recaps from each meeting, updated monthly.

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What is Cub Scouts roundtable?

Cub Scouts roundtable is a monthly gathering for Cub Scout leaders across the James River District. It meets the first Wednesday of every month, 7:00–8:30 PM, at the Heart of Virginia Council Leadership Center.

What happens at a meeting

Roundtable opens with a joint session for all program leaders. The Roundtable Commissioner leads this portion, covering district announcements, recharter updates, Youth Protection Training reminders, and other items that apply across programs.

After the joint session, Cub Scout leaders typically break into a program-specific group for the remainder of the evening, led by the Cub Scouts Roundtable Commissioner. Each month has a theme, a focus area such as outdoor activities, advancement, or Blue and Gold banquet planning, and the group works through program ideas tied to the theme, goes over what's coming up on the district calendar, and handles questions leaders bring with them. Some months, the Cub Scouts and Scouts BSA groups stay together for a combined session instead of breaking out separately.

Who attends

Den Leaders, Cubmasters, and pack committee members are all welcome. Some Cub Scout leaders come every month. Others come when something specific is on the agenda or when recharter season is approaching. No registration or advance notice needed. Just show up.

Who you'll see in the room

The Roundtable Commissioner runs the opening session. The Cub Scouts Roundtable Commissioner runs the Cub Scouts breakout. Unit Commissioners are typically present as well. They support individual units across the district. If you have questions before or after a meeting, your Cub Scouts Roundtable Commissioner is the right first contact. If

you're not sure who your Unit Commissioner is, roundtable is a good place to find out.

What to bring

No preparation needed. If you have questions about an upcoming adventure, a situation in your den, or something you're not sure how to handle, bring them. Other Cub Scout leaders in the room are dealing with the same things.

When and where

- **First Wednesday of every month**
- 7:00–8:30 PM
- Heart of Virginia Council Leadership Center
8090 Villa Park Drive, Henrico, VA 23228

This is a separate meeting from the district committee meeting, which meets on the third Tuesday of the month.

2026

Program ideas, handouts, and district updates from our Cub Scouts roundtable meetings in 2026.

2026

April 2026 — Equipment and Program Material Swap (Cub Scouts)

This month

April roundtable is a combined session for all programs. There is no separate Cub Scouts or Scouts BSA breakout this month.

Equipment and program material swap

This month's roundtable is built around a swap meet for Scouting gear and program materials. Bring what you're no longer using. Take home something another unit can put to work.

What's eligible:

- Camping equipment
- Scouting-related literature
- Uniforms and uniform parts
- Program materials that support or implement the Scouting program

Ground rules:

- All items must be clean, serviceable, and ready to use.
- If an item needs minor repairs, disclose that to the person taking it.
- You may swap, sell, or give items away. Financial arrangements are between you and the other party.
- Anything you bring that does not transfer to another leader goes home with you. Nothing may be left on site.

How the evening runs:

- 6:30 PM — Doors open for setup.

- 7:00 PM — Opening and short program.
- After opening — Swap begins.
- 8:20 PM — Cleanup starts. Plan to be out by 8:30.

Location note: We are using the unfinished room on the north end of the building. Entry and setup begin at the north parking lot.

District Announcements

Camp cards — Early Bird Deadline April 10

Camp cards sell for \$10 each. Units that settle with the council by April 10 keep \$6.00 per card. After April 10, the split drops to \$5.00 per card. Sale ends May 15. All cards and final payments due to the council May 22.

Unsold cards may be returned by May 22 with no penalty.

Questions: Nick Harman, Nick.Harman@scouting.org. Details and Leader's Guide at <https://hovc.org/camp-cards>.

2026

May 2026 — Annual Roundtable Program Planning

James River District roundtable — May 7, 2026

New James River District Executive

Matt Connors, Heart of Virginia Council Vice President of Operations, introduced Zach Hite as the new James River District Executive. Welcome, Zach.

Cub Scouts Roundtable Commissioner transition

Dave Ansell, outgoing Cub Scouts Roundtable Commissioner, announced the transition of that role to Donnie Gladfelter. Thank you to Dave for his service to the district's Cub Scout leaders.

Commissioner minute: recording your unit's program in Scoutbook

District Commissioner Charlotte Pemberton reminded leaders that units are doing the hard work — running great meetings, planning campouts, completing adventures, and delivering real program for their Scouts. But unless those activities are recorded in Scoutbook, the district and council have no visibility into them. That work cannot be reflected in how Scouting America reports the reach and impact of Scouting in the community. If your unit is doing the work, record it.

Tonight's breakout topics

- **Cub Scouts:** [May 2026 — Annual Program Planning](#)
- **Scouts BSA:** All Things Summer Camp

This month: annual program planning

This month, we used roundtable planning as a working model for the process that Pack Key 3 should run before the fall (likely starting in June). What follows is the framework from that session.

Before your planning meeting

Pull these together before your annual program planning meeting:

- **Last year's program plan and what actually happened.** The plan shows what you intended. The executed schedule shows what your families actually experienced. The difference between the two is worth understanding. Where did things have to change, and why?
- **School calendars.** The James River District packs span four school divisions (Henrico, City of Richmond, Hanover, and Goochland). Check the calendar(s) that apply to your unit.
- **Chartered organization calendar.** Know their facility schedule and major events before you start choosing pack dates. Beyond verifying basic space availability, the events calendar is worth a closer look. A parish Fall Festival, an Easter Egg Hunt, a Brunswick Stew Sale. Those are partnership opportunities most units walk right past.
- **Leader schedules.** Know when your key leaders are unavailable before you lock in dates. Vacations, work travel, the things that take people off the roster for a week. You can't avoid every conflict, but planning for it in June beats unexpectedly finding out the week of the event.
- **Family survey responses.** Use the Family Talent Survey to understand the unique talents in your unit. The responses to this survey can help inform what events and activities your Pack chooses to include in its program year.
- **Family survey responses.** If you send one ahead of time, you show up with actual information about the resources your pack has to execute its program for the coming year. It also tells you what talents and interests are sitting in your unit that you might not know about.

Running the annual planning conversation

A blank calendar is intimidating, but you're not starting from scratch. Your unit ran a program last year. Some of it went well, some of it didn't. All of it is a foundation to build on.

Looking back isn't about criticism. Everyone did their best with what they had. What worked, build on it. What didn't, take a moment to understand why before you decide whether to fix it, drop it, or pivot to something different. All of those are valid answers. Not every new idea lands, and not every tradition earns its place forever. The program

belongs to the Scouts and families in your unit today, not its alumni. Plan it that way.

What worked? What should we repeat?

Leaders at roundtable identified:

- **Serving Scouts with special needs** — well received, but leaders want a more focused session with deeper coverage rather than a broad overview.
- **Potpourri months** — short takes on topics that don't fill a full meeting on their own. Works. Do it again.
- **Pinewood Derby** — good content, wrong month. By the time we covered it, most packs were already mid-build. Needs to move earlier.

What was missing? Gaps in topics or attendance?

At roundtable, the gaps were:

- **Fundraising.** No dedicated session this year. Packs need practical coverage of popcorn and peanut sales, camp cards, and unit money-earning options.
- **Online tools.** Scoutbook, the council registration system, finding and completing required training.
- **Running engaging den meetings.** Not the theory but the practical mechanics of keeping Scouts engaged. How to structure the hour, what to do when Scouts won't settle, how to adapt when the plan isn't working.

What would you like to see?

At roundtable, leaders asked for:

- **Camping sessions** — day camp and summer camp, including what new families need to know before their first overnight.
- **A camping orientation for new families** — possibly combined with the equipment swap so families can see and handle gear in the same session.
- **Inter-unit connections,** Several leaders expressed the usefulness of connecting with other units and leaders to help fill gaps in their unit. How units can share resources and support each other.

The annual program year rhythm

The anchors that belong on the calendar before anything else gets planned:

- **August** — recruiting starts before school does; back-to-school nights
- **August–September** — Join Scouting nights; popcorn and peanut sale

- **October** — Creepy Hollow; unit renewal opens
- **October–November** — unit renewal (formerly recharter)
- **January** — Pinewood Derby for most packs
- **February** — Blue and Gold banquet; Arrow of Light crossover begins
- **February–March** — crossover continues
- **April–May** — Spring Family Camporee at Cub Adventure Camp
- **May** — rank completions, den transitions, summer camp push
- **June–July** — Summertime program.. Day Camp and Cub Adventure Camp resident sessions; plan registration in the spring, and helping families prepare to participate.

Four roundtable dates have recurring attendance risk worth noting:

- **September** — Labor Day weekend
- **November** — Election Day, wellness days depending on division
- **January** — first week back
- **April** — first week after spring break

Worth knowing when you're planning pack events too.

Handouts

- Annual program planning handout — planning calendar with event anchors, school calendar, and topic write-in column
- School calendar summary — four-division table, June 2026 through June 2027

2026

June 2026 — Designing a Year Families Want to Return To

Your pack calendar is easy to fill. Pinewood Derby, Blue and Gold, a campout or two, and pack meetings every month. The harder question is whether the year you are building is one your families will want to come back to. These are the ideas from this session worth bringing into your planning conversation.

Pack operating rhythm

Ask a parent who joined your pack three months ago to describe how it works. When dens meet, where information comes from, and what happens at a pack meeting. If their answer would surprise you, that gap is worth closing before fall recruiting brings in a new wave of families who have to figure it out the same way.

Communication

Most packs have settled on a primary communication tool, or think they have. Band, GroupMe, Scoutbook, email. The question worth asking is whether your newest families know which one to watch. Experienced families figured it out. New families usually did not get told.

Learn More: [Communication Tools for Units](#)

Five Signature Experiences

Before your planning meeting, ask your leadership team to name the five experiences families in your pack would miss most if the pack disappeared. Not events on a calendar. Experiences families talk about afterward.

A parent at the session described her son's first campout, a dads-only trip where the kids ate cheese puffs for breakfast instead of real food. That story still gets told in her family. Nobody remembers the date.

When you have your five, the follow-on question is what has to be true about how those events are run for a family to walk away with a story worth retelling. That question produces better planning decisions than a blank calendar grid.

Parent connections

Scouts arrive with names. Adults arrive as somebody's mom or dad. In a lot of packs, they stay that way for years, which means when a family gets busy or loses momentum, there's nothing holding them except their Scout's enthusiasm.

When parents have friends in the pack, the dynamic is different. A mom's group or a regular informal gathering outside the meeting schedule gives adults a chance to become people to each other before anyone asks them to volunteer for anything.

The workbook

The Pack Program Planning Workbook was the primary resource for this session. Find it in the [Annual Program Planning Guide](#) alongside guidance on timing, who to include, and how to run the meeting.