

FALL 2012

# Blue-Print



Girl Guides of Canada – Guides du Canada | Alberta Council | [www.albertagirlguides.com](http://www.albertagirlguides.com)

Girl Guides of Canada-Guides du Canada enables girls to be confident, resourceful and courageous, and to make a difference in the world.

## Gearing Up for a Great Year of Guiding!

– Tracy Burton, Alberta Council Program Adviser

### Getting Started for New Guiders

If you are completely new to Guiding – welcome, we are so glad to have you! If you are new to a branch of Guiding – I hope you have fun with a new age group! The program may seem daunting at first, but never fear, you are not alone in this. There is help out there. Check for trainings in your area and are branch specific that can give you great ideas for the programming. As well, there are many great Guiders that have experience who would love to share this with you. Talk to your district commissioner for contacts. You can also check out the provincial website [www.albertagirlguides.com](http://www.albertagirlguides.com) for some “bright ideas”. Please don’t hesitate to contact your area program adviser with any questions about the program itself.

It is always important to include the girls in any planning for the year. Regardless of age, girls are the best resource of knowing what girls want to do. Always remember to follow Safe Guide with any activities you do!

### Girl Awards

You may be thinking it is way too early to be thinking about Girl Awards. However, it is never too early to start thinking about this. For girls wanting to achieve their Lady BP Award, Canada Cord or Chief Commissioner’s Gold Award, there is quite a bit of “extra work” to put into these awards. If these extra hours are spread out across the year, this can be much more manageable for both the girls and Guiders. It is important to put planning into how to earn these awards and not try to “fit it all in” at the end of the year.

### Outdoor Meetings

Any time of year is a good time to go outside – but fall can be particularly fun! You can go outside for whole meetings or for part of the time. One great activity to do outdoors in the fall is a foliage scavenger hunt to look for plants of all the colours of the rainbow. You can also play games outside and even have a campfire or marshmallow roast (remember Safe Guide!).

Some tips for having a successful outdoor meeting:

- Make sure the girls know they are going to be outside and for how long so they can dress appropriately
- Make sure the space is right for your activity – is there enough open space for games, is there traffic too close to the area, is it well lit
- Have a back-up plan in case of inclement weather. This does not always mean you have to go inside, but you may not be able to sit on the ground if it is raining.
- If the group is large or using a large space, use a whistle or other similar device in order to get everyone’s attention when needed
- Always remember that if it is not fun, it is not Guiding!

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# A message from the Provincial Commissioner

Welcome back to another GREAT year of Guiding in Alberta, Northwest Territories & Yukon. I hope your summer was a good one, with time to just relax with family and friends, or to travel, or, perhaps you were part of the approximately 25 international trips that travelled this summer. Whatever you did I hope you are re-energized and happy to be starting up units, committees and councils now that the fall is almost upon us.

I have some “newsy bits” to share with you:

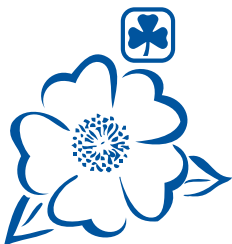
## Correction

Unfortunately the previous Blue-Print Editor omitted the “credit” with respect to the information about *Informz* in the spring issue of *Blue-Print*. The wording should have been “reprinted, in part, with the kind permission of the Provincial Commissioner, Saskatchewan Council – Charlene McLean” – my apologies for this.

## Annual Banquets

Several people have asked me to share some “suggestions” with respect to the proper etiquette that should be followed at the various annual banquets/dinners that happen around the province each year.

- Please turn off your cell phones when attending the banquet (or at the very least put your cell phone on vibrate mode).
- Please do not text during the evening (it is very distracting).
- Please do not speak during the presentations.
- Please do not play cards or any other games (again, very distracting).
- During the Toast to the Queen – please stand, use water (not any other liquid) and say “The Queen” (not “to the Queen”) and please do not “clink” glasses. The Toast to the Queen is an “honour in absentia” and has specific guidelines on how it is to be carried out.
- Members of the Colour Party, and the people receiving the flags, should stand at attention but not sing *O Canada*.



# Welcome Back!

## Member Subsidies

You will remember that when the increase was approved to the cost of a box of cookies part of the additional monies was designated to go to “Member Subsidies” (this was approved by the National Board of Directors). Alberta Council approved a process which uses these funds to support both Individual Members (to help girls & adult Members with their registration fees if there is a financial need) and to help defray the Meeting Rental Space costs. The total amount was divided into 40 per cent for Individual Member subsidies and 60 per cent for Meeting Space Rental costs. We budgeted for 78,000 cases of cookies (sandwich & mint) for the 2012 year which would have resulted in \$58,500 for Member Subsidies. However our actual cookie orders turned out to be much higher for 2012, and this has resulted in \$66,447.75 available for these two areas of assistance. The monies are disbursed in March and November annually. In March we disbursed \$19,468.40 to assist with rental costs (there were no applications for individual Member assistance). We will be disbursing the remaining \$46,979.35 in early November. Application forms are submitted by the Districts to the Areas to Province and the forms are available on the provincial website.

## Support to Members attending Provincial Events

Alberta Council is in the fortunate position to be able to help cover some of the cost to participants attending some provincial events. For 2012 we have chosen four girl events (Alberta Girls’ Parliament, Girls Arts Camp, Colour Your World and the Guide Long Term camp) and three Adult events (Multifaceted, Commissioners’ Workshop and Hodgepodge). The intent of this support is not to increase the budget for the event but rather to reduce the fee the participant is required to pay. This is intended to reduce the financial burden on the girl or adult Member. So, you will likely find that the cost to you for one of these events is less than it was in 2011. We intend to continue this practice into 2013 and beyond.

These two initiatives will total, in 2012, approximately \$80,000 in direct help to Members.

## GUS (Guaranteed Unit Share)

Please remember that effective with the classic sandwich campaign, GUS is increased to \$11/case. This means that the unit selling the cookies is guaranteed to receive a minimum of \$11 for each case of cookies sold in each campaign.

## National Meetings

Alberta Council was honoured to host the National Annual General Meeting in Calgary on June 2. The hostess team was chaired by Donna Leonard and the other members of her team included Pat McWilliams, Chris Haydon, Enidd Isaac & Henny Smit Nielsen along with Liz Barter on the actual day. The event was a success and I would like to thank the members of the Hostess Team – they all did an outstanding job. The weekend marked the end of Chris Burton's term as our 18<sup>th</sup> Chief Commissioner and celebrated the beginning of Sharron Callahan's term as our Chief Commissioner. It was a jam-packed day with a joint meeting in the morning with the Board of Directors and the Provincial Commissioners, followed by a dessert reception with approximately 100 girl and adult Members which gave them a chance to meet the outgoing and incoming Chiefs and the members of the Board of Directors and to collect the variety of Provincial Commissioner, and other, crests. Then we held a Member Engagement so that the Board of Directors could hear directly the thoughts and ideas from Members. Helen Cashman, Ranger and Chris Burton Emceed the event. Later in the afternoon the Annual General Meeting was held and during the AGM, Shannon Robertson gave an account of how she is working to address the WAGGGS Millennium Development Goals and finally we had a wonderful dinner and then a fun-filled evening with lots of warm, and humorous tributes to Chris.

## Diamond Jubilee Campfire

I was thrilled to be able to attend the Diamond Jubilee Campfire at the base of the Calgary Tower on June 4. Over 500 Members attended and it was a fantastic experience. My thanks to Pat Guillemaud for organizing this unique event and to Sue Fortunka who led the campfire (complete in her UK Guide uniform). Later in the evening, the flame at the top of the Calgary Tower was lit and we estimate that it coincided almost exactly with the time in London that Her Majesty would have been lighting the last of the "Beacons" celebrating her Jubilee. I have sent an account to Her Majesty, along with some photographs, and the programme, so that she would know we were celebrating along with the rest of the Commonwealth countries, Her Majesty's 60 years on the throne.

## New Faces on Alberta Council

We have new area commissioners in four areas effective this summer; Marilyn Helmlle is the new Area Commissioner for Cypress Hills Area, Lynda Sills-Fiedler is the new Area Commissioner for Parkland Area and Kathryn McGuire & Kelly Logan are the new co-Area Commissioners for Prairie Rose Area.

## Congratulations

Three Alberta Guiding members have just been appointed to National Adviser/Specialist positions – Henny Smit-Nielsen is the National International Adviser, Chris Haydon is the National Safe Guide Adviser and Tori White is the National Diversity Specialist. Congratulations to these three women who join Pat Guillemaud (National PR Adviser) and Edie Jubenville (National Program Adviser) at the National level.

## Membership Goal for 2012/13 Guiding Year:

If you have been around for the past few years you will know we are in the fortunate position to have increased membership in AB/NT/YK for four years in a row!!! Congratulations to you all!

This success is a reflection on all of us; from the Unit Guider who is engaging the girls in our wonderful program with lots of hands-on activities, camping and leadership opportunities, and exploring our communities and the wider World; to committee and council members who ensure that we are making great plans and setting goals, organizing trainings and events, and completing the processes on time, and in accordance with the national standards; to the Link members, Members at Large, Trefoil Guild and Honourary Life members who volunteer to help out at camps and events and who support our areas and camps. In other words, the success comes from all of us doing our bit to help increase membership and the profile of Guiding to the public.

Our official Count at the end of January 2012 was 13,745 (and we found that approximately 299 registration forms came into the iMIS homes after the second billing on March 31 which would therefore have brought us up to over 14,000 if these forms had been in within the 30 days of the girl registering). [I would hope this year that we can have all the paperwork on our girl and adult Members into the iMIS homes "sooner than later"].

We've talked about the "re-peat", the "three-peat", the "four-peat" and now we are going to try for a "five-peat". Wouldn't it be WONDERFUL? if we could go up another 4 per cent in time for the 2013 Count? That would make our total membership in AB/NT/YK just around 14,300 members!!! This would indeed be a terrific way to celebrate Alberta Guiding's 100<sup>th</sup> Anniversary in 2013! So, please, encourage the girls to bring a friend, use the wonderful "Why you should join Girl Guides" business cards and let's all try to introduce one new girl and/or woman to the great experience of being a Member of GGC.

I will you all the very best for the coming Guiding year.

## Margaret Utgoff

*Provincial Commissioner, Alberta Council*

# Share the Excitement

– Donna Leonard, Provincial Training Adviser

By the time you read this the beautiful warm days of summer will be over and the excitement of fall will be here. Fall is perhaps my favorite season, the vibrant colors and warm breezes. For me, it has always signaled a time for preparation for the coming months of winter. Garden vegetables are processed and jams and jellies line the pantry shelves, giving a sense of accomplishment and readiness; being prepared helps to make the fall and coming winter less hectic.

So it is, that preparation for your role as a Guider in any position can make the first few hectic months more successful. Feed the excitement that new and returning Guiders bring to the organization! Fall trainings are the perfect time to harvest the enthusiasm and knowledge of our members. Welcome new and returning Guiders and ensure they know trainings are available to help them feel more comfortable in the role. Set the expectation that every council and committee meetings will include a 10 minute training component, shared by council or committee members, a facilitator, trainer or resource person. How welcoming and comforting to know that training is available for everyone, regardless of years of service.

Not enough trainers in your area? Remember, the provincial training committee is prepared to bring training to you! Areas may request a traveling trainer to come to their area to provide any training. The provincial training committee will cover the cost of transportation and areas are responsible for the cost of food and accommodation. Plan ahead to have a trainer attend your next area meeting and be prepared to enjoy the fun and fellowship that learning new things together brings!

The Making it Gr8! Commissioners' Workshop will be held November 2-4 at Harvard Park. Sessions will be offered for new commissioners (Getting Started), experienced commissioners (More Depth) and enrichment trainings for any administrators. This workshop provides the skills and knowledge to work effectively as a commissioner by focusing on the core responsibilities and understanding the work and duties of a commissioner. Reach out and contact new commissioners who have just joined us and plan to travel together to attend the workshop.

For those Guiders requiring Safe Guide and not able to attend traditional training sessions, we continue to offer Training By Telephone. Watch for upcoming dates in *ANY\_GuideNews*.

As an area, I encourage you to offer training for new and nearly new Guiders early in the fall. Share the excitement of what our organization has to offer for personal development and to ensure we are providing the best programs possible for our girl members.

## MAKING IT GR8!

### Commissioners' Workshop

Sessions for new Commissioners (Getting Started), Experienced Commissioners (More Depth) and enrichment trainings for any administrators.

This workshop provides you with the skills and knowledge to work effectively as a Commissioner by focusing on the core responsibilities and understanding the work and duties of a Commissioner.

**DATE:** Friday, November 2, 2012 (starting at 8 pm) to Sunday, November 4, 2012 (ending at noon)

**LOCATION:** Harvard Park, Penhold

**COST:** \$140 per person (shared accommodations); includes accommodation, all meals, trainings, pins

**DEADLINE:** October 12, 2012

Registration Forms available at [www.albertagirlguides.com](http://www.albertagirlguides.com)

## Archives

– Mary Gerritsen, Janet Allcock, Sharon Johnston, Archivists

The archivists have continued to organize and preserve the paper material. Highlights of area events and activities should be included in our archives. (Copies of clippings and other news items are required for contributions from local sources).

Most badges have been identified and put in protective binders for safe handling and display. The "interesting" crest collection is in the process of being organized and identified; when submitting any crest please include a brief history.

The committee is assembling uniforms from different areas in preparation for 100 year celebration of Guiding in Alberta in 2013, the committee is asking for your assistance in completing this project. If you have any pieces of old uniforms I would appreciate receiving them e.g. Busy Bee, Rose Buds, Sparks, sashes from all levels, skirts, white dress blouses and blue and white striped blouses from Alfred Sung era. Of course the most recent uniforms, since we will have new uniforms for the girls this fall.

# SCHOLARSHIPS

— Lorie Coghill, Alberta Provincial Treasurer

This past June we had 36 applications for the AB Council Girl Guide Scholarship, while it was very exciting to see that number of applications from current members furthering their education, it made the job of choosing who was to receive the scholarship more of a challenge.

Some applications were easy to approve while others fell short and did not score as well. To ensure that your application gets approved please follow these simple rules.

Read the instructions very carefully, this is very important in getting your application past the first stage; disqualified applications never make it to the selection stage. The most important thing is get your application in before the deadline; any received after the deadline never make it into the hands of the reviewers. Not using either black ink or typed answers, not using the application form and using more than the allowed space may also disqualify you.

Take note of the answers that score the highest, if you do not spend the time and really sell yourself on these questions this is where you will gain or lose points, which will make a huge difference in your total score.

When answering questions please remember; the persons reading your application do not know you, so list your accomplishments, share your thoughts and give the reviewer a glimpse of the person you are. Keep in mind that they are looking for things beyond attending the unit meetings and if you are actively engaged in your community besides going to school. Not that going to school is a minor accomplishment but when you are competing against “x”, number of girls being an active member of society plays a big role. The reviewers are also looking to see if being a member of GGC has impacted your life in any way, have you gained life skills, have you had experiences that you may not have had if you were not in GGC, are you noticing the world around you and taking an active interest in helping to preserve it.

Reference letters also make a huge impact in seeing what type of person you are through other persons’ eyes. Choose the people writing letters for you very carefully, make them aware there is an art to writing a good reference letter. Some letters we received were excellent, while others did not tell us much. They need to show other aspects of who you are besides the answers you have given, another insight into the kind of person you are, besides kind and nice.

Your true interest in wanting this scholarship will come through in your answers, be honest and sincere, and choose your words wisely, remember to check your spelling and do not hesitate to use a thesaurus; the use of proper English can only help your chances. Remember to follow all requests, answers short but filled with pertinent information and show your love for the Guiding Movement. Good luck to those who choose to apply next May.

## Calling all Cooks! We need your help!

We are planning on creating a camping cookbook to celebrate Alberta’s 100 years of Guiding and we need your help. Do you have a great recipe that you would love to share with others? Do you want to share your favorite food to eat at camp? Do you have a new cooking method that you would like to share?

Following the tradition of the “Eating Out” cookbook that was published to celebrate the 75th anniversary of Guiding in Alberta, we would like to update it and add more of your favorites to the new edition.

There is a template on the provincial website that you can use to submit your recipes in the following categories:

- Breakfasts
- Main Dishes
- Desserts & Snacks
- Beverages
- Breads & Biscuits
- Soups, Salads & Sandwiches
- Light Weight Camping Foods
- Girls Favorites *(submitted by girls)*
- Other
- Alternative Cooking Methods

We will also need illustrators for our cookbook, so if we have any budding artists out there we could use your skills as well.

Once completed the cookbook will be offered to all Guiders via a CD or will be available to purchase in printed cookbook form for a nominal price.

Deadline for submissions will be December 31, 2012 and will be available in the spring.



# You & Your Assessor

## A partnership for you, your girls, & GGC

– Pat and Enidd, Provincial Safe Guide co-Advisers (acting)

### How am I assigned an assessor?

When you send your forms in to **assessor@albertagirlguides.com** an assessor is assigned by an objective 'random' process. There are 29 assessors in total, all Guiders like you. Each is a well trained, skilled and talented Member of GGC, dedicated to going the extra mile to assist you with your activity plans.

### When will I hear from her?

Within 48 hours; the office will send you a confirmation that your forms were received and were sent to an assessor. If you don't hear from the office, assume your forms weren't received and call the office right away 780-424-551. Your assessor will contact you within 48 hours of receiving the file from the office. If you haven't heard from an assessor by this time, again, please contact the office.

### Why does she need to review our plans?

Your assessor's role is to assist you in ensuring that your activity plans, supervision model and qualifications etc. are in compliance with Safe Guide 2012. She has the authority to acknowledge your plans (for yellow activities) or approve your plans (for red activities) on behalf of GGC and has the skills and understanding of Safe Guide to make recommendations to you so your plans comply.

### Why do I need the acknowledgement?

A yellow activity that is not acknowledged by an assessor is not a GGC sanctioned activity. A red activity that is not approved by an assessor is not a GGC sanctioned activity.

Once you have received your acknowledgment or approval, you can rest assured that, as long as you follow the plans that you had in place when you received the acknowledgement or approval, GGC is able to give you support should there be an incident. This is protection for your girls, yourself and GGC!

### Why does the assessor tell me to make sure I notify my commissioner?

It is your role as Responsible Guider (RG) to let your commissioner know of all of your activities (green, yellow and red). If she knows where you and the girls are and what you are doing, she can be ready to be of assistance to you should the need arise. She is a key member of your Guiding team so please make sure you keep her in the loop.

### Where do I go with my questions about Safe Guide?

If your questions are about the activity that is being reviewed, ask your assessor. She is your partner here! If your questions are not about a file being reviewed, seek out a trainer or camping adviser in your area or send your questions to **assessor@albertagirlguides.com**

### How can I become an assessor and support others?

Send your name, iMIS number and contact information to **assessor@albertagirlguides.com**. We'll get back to you on how to apply for this exciting role.

Watch for *Safe Guide SNAPS* in your *ANY\_GuideNews* (sent electronically every two weeks and posted on **www.albertagirlguides.com**).

# Trefoil Guild Report

– Gail Armstrong, Provincial Trefoil Guild Adviser

A Trefoil Guild is an adult-only group within Girl Guides of Canada-Guides du Canada for women over the age of 30 who wish to continue their membership as a Girl Guides and who work towards keeping the *Spirit of Guiding Alive!*

Most Guild Members have been Members of Guiding in a variety of roles for many years and join the Trefoil Guild to keep in touch with the organization and with each other. There is no specific Trefoil Guild program and each Guild may decide how formally or casually it will operate. Members do not need to have previous Guiding experience to belong to a Guild. We are open to any Adult who is willing to be enrolled in Girl Guides of Canada and who will comply with the current policies and practices of Girl Guides of Canada-Guides du Canada. Currently have 31 Trefoil Guilds across Alberta, the NWT and Yukon, with at least one Guild close to you! And of course we're working towards building our membership numbers.

If you are interested in joining a Guild, or if you'd like to start a Guild in your locality, please contact us at [trefoil@albertagirlguides.com](mailto:trefoil@albertagirlguides.com) or call the provincial office and we will provide information for you.

## 2012-2013 Trefoil Guild Registration

Trefoil Guild Members must register through their local iMIS home each year by paying the national membership fee of \$50, the provincial fee of \$12, and a local area fee unless they are:

- a Unit Guider, Trainer, Resource Guider or they hold another district, area or provincial position;
- aged 75 or older by December 31, 2012 – note your birth date must be registered in iMIS to qualify for this exemption, or are
- an Honorary Life Award recipient

As this next season begins, I look forward to being in touch with current and new members, and hearing from all the Guilds about the many fabulous activities they take part in.

*Keeping the Spirit Alive!*

# Alberta Council Camping Adviser **WANTED!**

Alberta Council is looking for an enthusiastic Guider with a passion for Guiding and a keen interest in promoting camping and the outdoors at all levels!

This position is open to any adult member in Alberta, Northwest Territories or the Yukon.

## Responsibilities include:

- chairing committee meetings;
- participating in Alberta Council and adviser meetings;
- orientation of area camping advisers;
- contributing to the Camping Network and distributing information from national; and
- promoting new camping programs, ideas and activities.

## Qualifications include:

- good written and verbal communication skills;
- a team player;
- an interest in camping and outdoor programs at all levels; and
- good knowledge of Safe Guide.

Deadline for receipt of application to the provincial office is November 15, 2012

The successful applicant will join the Provincial Camping Committee effective January 1, 2013 with the position commencing July 1, 2013.

The Committee Application form is available on the Alberta Girl Guides website under "Forms". The position description is available from Alberta Council by contacting [info@albertagirlguides.com](mailto:info@albertagirlguides.com) or calling 780-424-5510.



# Membership – Plan a *bring a friend night*

– Marion Rex, Membership

We are under way for a new Guiding year—are your units operating at capacity? Sometimes our best recruiters are the girls themselves!

## At the meeting prior to *bring a friend night*

Get the entire Unit involved in planning the event. Either a party night or a sleepover is a great way for girls to bring a friend. Things to do, include:

- Have the girls create invitations to give to their friends. You may want to allow girls to invite a second guest, if they have sisters or cousins of Guiding age. You might want to set guidelines for who the girls can invite, such as females of a similar age to your unit target.
- Discuss the plans for the evening and have the girls select a theme. This could be fun, e.g., fairy tales, flower power, fitness fun, recycling or science night. Have the girls create a wish list of activities. The more the better!

## Set the date for the meeting

For Green level activities, the Guide must obtain emergency contact and pertinent health information from the guests' parent(s)/guardian(s). No other forms are required. You will need to provide parents/guardians with details of activities. For some activities, providing the Activity Plan (SG.1) form to parents/guardians may assist you in ensuring they have the information they need. If friends attend Yellow or Red activities, they are required to provide the same permissions as members. Have the girls create their own invitations to pass out to their friends or fill-out the invitation provided at: [http://ggcgirls.girlguides.ca/ggcgirls/fun\\_stuff/downloads/bring\\_a\\_friend/docs/Bring\\_a\\_Friend\\_ph.pdf](http://ggcgirls.girlguides.ca/ggcgirls/fun_stuff/downloads/bring_a_friend/docs/Bring_a_Friend_ph.pdf)

## Make a customized visitors' package to distribute to your guests.

This may include information on how to register online, a health form, and a list of activities or upcoming events, including camps.

## Before the event starts:

- Arrange to have an additional Guider or parent helper to maintain your supervision ratio.
- Set up a display that includes things like a Unit photo album, posters, brochures, bookmarks, stickers, cookie samples, camp blankets, crafts your Unit has worked on, etc.

## At the bring a friend night:

- **Greet and Gab:** Be at the door to greet the girls and to introduce yourself to any of the guest girls' parents/guardians who may be dropping off the girls. See if another Guider, your membership adviser or district commissioner is available to attend the BAF evening to assist you in talking to parents as they arrive at different times; they will also help you maintain supervision ratio. Gather any emergency contact information and relevant health information (food allergies, asthma, etc.).
- **Name Tags:** Have the girls make name tags.
- **Opening:** Have the girls gather in patrol corners with their guests—they will be happy to explain opening ceremonies to their guest before you have horseshoe and introductions. This is a good time for you to explain to girls about Guiding and what we do at a typical Guide meeting.

## Play some ice breaker games

Now have some fun!!! Choose two or three ice breaker games like:

- **Beanie Toss:** Gather several Beanie babies, bean bags, balls, balloons or rubber chickens. Each girl tosses in turn to a random girl and states her name as she throws. Add one or two more items to toss and the fun ensues! Try to keep the girls in the same order for an extra challenge.
- **Human Knots:** Girls stand in a tight circle and grab hands randomly. Now try to undo the knot without letting go of hands.
- **Name Game:** Each girl introduces herself and states an item she would take camping (or to a picnic) which has the same first initial as her name. Irene might bring ice cream; Susie might bring her bathing suit.
- **Moose:** The girls walk with eyes closed and a blanket is placed over one (or two) girls. Who has been caught by the Moose? The girl who identifies the missing girl is the next moose. Who's having the "moose-st" fun?
- **Who am I?** Girls have an animal/thing from nature pinned on their back. They need to wander about asking questions in "20 questions" style. They must not ask the same girl twice in a row. As soon as they figure out who they are, they report to the leader and can mingle answering questions still.



## Activity stations

Make up games and activities to match your theme or choose a round robin of activities (15-20 minutes each).

- **Grass Head Pets:** Materials required: knee high stockings, grass seed, potting soil, paper cup, acrylic paints and fun foam to decorate. Put a handful of seed into the toe of the stocking. Add a cupful of dirt into the stocking and shape into a ball or face. Tie a tight knot and place into the cup. Add fun foam feet and paint the face. Place the head in a sunny spot and water it. It won't be long before the hair starts to grow! It will be a reminder to the guests about how much fun they had.
- **Friendship Bracelets:** Girls create bracelets for their friends. Choose styles based on age, abilities and preferences. Materials required: beads, memory wire, stretchy cord, embroidery floss, pins and samples.
- **Fly Swatter Hockey:** Materials required: two chairs or shoes (or tape) to mark goals, fly swatters, tight ball of paper. Small numbers works best (two to four girls per team). Girls try to get goals by swatting the ball into either goal.
- **Vehicle Rally:** Materials required for each girl: four Lifesavers, three straws, two paperclips, one sheet of 8½ by 11" paper, a good length of masking tape. Girls design vehicles and race them. The vehicles are moved by blowing on them. Which goes furthest? Which is the fastest?

## Large group active games

These games take five to seven minutes each. Choose two or three:

- **Balloon Tag:** Each girl blows up a balloon and ties it with long piece of yarn to her ankle. When the game starts, girls try to pop each other's balloon while protecting her own. Mayhem follows...leaders play too!
- **Food Chain:** Rock Paper Scissors. Write out a food chain and have actions to go with each organism. Organisms bob around and play Rock Paper Scissors to move along the food chain. The loser moves down a food chain step and the winner moves up. Play for five to 10 minutes and see who can make it to the top. Does it match what would have happened in nature?
- **Rubber Chicken Relays:** Any game is more fun when played with a couple of rubber chickens (available at your pet store or dollar store). Try relays with the chickens between the knees, under the chin, between two girls' elbows...unlimited options.

## Closing

- Use your usual meeting closing.
- Give the visiting girl her goodie bag when she leaves and thank her for coming. This may include a letter about your Unit, information on how to register online, a health form, and a list of meeting activities or upcoming meeting activities, field trips or events, including camps. You might want to run off an information page about your branch found on Member Zone.

## After the event

- Follow up with parents/guardians of girls who requested information on their forms. Answer any questions they might have about joining.
- Invite the girl and her parent/guardian to another meeting if they are interested but not ready to commit.

If you have any questions, do not hesitate to contact me at [mrex@ecsr.ca](mailto:mrex@ecsr.ca)



# Member engagement

# Cookie Congratulations to everyone in AB/NT/YK on the mint cookie increase for 2012!

In 2011 we ordered 36,154 cases of cookies for fall of 2012 the order was 40,041! An increase of 3,887 cases of cookies over last year! Way to go!

At the provincial dinner in May, the winners of the two provincial awards for the most cookies sold per member for Fall 2011 and Spring 2012 were announced, congratulations to the winners: Edmonton Area and Chinook Area. Also congratulations to the Area's that saw an increase of cookie orders over the previous campaigns.

Cookie All Stars participation also had a huge increase for Fall 2011 and Spring 2012. We saw 401 units with over 5700 members participating, and 20 youth members attained the 80+ case level receiving prizing of either a netbook, or a \$200 Future Shop gift card. Congratulations to all of our Cookie All Stars prizing winners.

There are cookies available from Fiona's Pantry again this fall. Please contact your area to find out how you can get some of these cookies after you and your area are all sold out!

Mark your calendars - Cookie Day at Sears is Saturday, October 13, 2012, some locations will also offer a selling opportunity on Sunday, October 14, 2012. Watch for more info to follow by e-mail and future issues of the *Guidepost* and the details on how to book space at your local Sears store.

Cookie receivers please ensure you look at the documents for receiving cookies and Guiders check out all the resources to assist you with your cookie sales this fall. Go to [www.girlguides.ca](http://www.girlguides.ca) and check out cookies under *Member Zone!*

The cookie inventory sheet is available on the provincial website in a couple of different formats to assist you and your unit in tracking your cookies, using one of these forms to track your cookies is a provincial mandatory process. Visit [www.albertagirlguides.com](http://www.albertagirlguides.com) under cookies.

There is also a tracking sheet for units to track Cookie All Stars prizing. This can be found on the national site at [www.girlguides.ca](http://www.girlguides.ca).

Both the chocolate and vanilla sandwich and chocolaty mint cookies now have an eight-month shelf life. Check the date on those last few remaining boxes of sandwich 2012 cookies to ensure they are within the guaranteed freshness date of eight months. The number will look something like 11341B these cookies were produced December 6, 2011 on the afternoon shift, and they have passed their guaranteed freshness date of August 3, 2012 and should not be sold. If you are donating them leave them in the box, and mark the box with NOT FOR RESALE. Check out the provincial website for the cookie freshness calculator.

Don't forget that a box of chocolaty mint cookies are \$5/box or \$60/case!

Make sure you are using the current cookie dough envelopes!

*Happy Cookie Selling!*

## Three Cheers for 100 Years Celebration

**DATE:** Saturday, May 11, 2013

**LOCATION:** In all 13 guiding areas of Alberta  
*(Areas choose location/locations)*

**TIME FRAME:** 4 - 4.5 hours

**COST:** \$5 Per participant (Girl/youth/adult)  
*(Monies collected by unit/district/area)*

**ACTIVITIES:** Round Robin Stations  
*(Each area will be receiving program for day)*

Enjoy crafts/games/campfire. CWFF Donation Jar. Celebration crest and promo item.

Watch for more info to come your way soon.

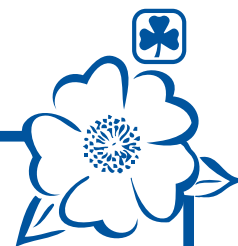


# Exciting travel opportunities for summer 2013

Be sure to watch for the new travel opportunities with national international trips in the summer of 2013. The fact sheets should be out by early to mid September and can be found on the Alberta Girl Guide website under international. Blast e-mail will also go out to all girls and Guiders who are of the correct age for the trips. If you have never been selected for a national international trip please think of applying. This may be your year to go. These trips give you the chance to travel internationally with a group of girls from across the country. There will be one trip involving a service project to Kenya, one to Our Chalet and another to a camp in the UK. You may apply to one of the events or to all of them. The fact sheets will have full details and the application forms can be found on the Girl Guides of Canada website under forms. Make this your year to have an adventure.

To increase the excitement 2013 will see the first of the nationally sponsored interprovincial trips. There will be two trips offered this year. One to Churchill, Manitoba to do Arctic research and one to Newfoundland to hike, canoe and learn about the Viking history of the region. As with the international trips each member of Guiding can participate in an interprovincial trip once as a girl and once as an adult. The fact sheets for these trips will be out at the same time and the same application forms will be used. Both of these trips will require a good level of fitness so if they interest you get those shoes on and start exercising!

The Alberta Girl Guide website has a brochure posted under international with more tips on filling out the forms. Be sure to check it out and use it to make your application the best it can be. This year all applications must be submitted electronically. They can be sent to your area international adviser or to **international@albertagirlguides.com**. This is the opportunity of a life time so please check to see if you have what is needed for the trips.



## Girls for Safer Communities

Girls for Safer Communities (GFSC) is a new program activity which aims to increase awareness about safety concerns of girls and women while mobilizing girls to become leaders in their communities.

Pathfinders and Rangers receive leadership and safety training through their Guider that prepares them to lead group safety audit walks – with their peers (other Pathfinder/Ranger Units), younger Units or community members – and identify safety concerns in their community. Girls will go on to work with members of the community to make recommendations and create action plans that will improve safety.

- **Pathfinder and Ranger Guiders:** Let your girls know about GFSC and organize a training in your Unit or with others in your community. Once trained, support the girls as they lead safety audits and take action on the community safety issues identified. Connect with your commissioner, program adviser or provincial office for more support.

- **Spark/Brownie/Guide/Pathfinder/Ranger Guiders:** Welcome a Pathfinder/Ranger safety leader to your Unit. She'll lead your girls in a community safety audit and in creating their own action plans to improve safety. Connect with your local iMIS input site to find a list of locally trained Pathfinders/Rangers.

If you need any type of assistance please contact **gfsc@albertagirlguides.com**.

# Reference Writing Tips

So you have been asked to write a reference for a girl or Guider applying for a trip. What can you do to increase her chances of being selected? The references are a very important part of the selections scoring. Your reference could make the difference in where the person places in the process. Each member of the selections committee gives points for each part of the application. The more information you can give the better the chances of a higher score.

To start you should have received a copy of the Fact Sheet for the event the person is applying for. Please read this carefully so you know what qualifications the person needs for the event. If you have questions please ask for clarification from the applicant. If the event requires specialized skills or knowledge it is important that you know that. Next look at the reference form. It can be filled in on the computer or by hand. If you are writing by hand

please use a black pen and make sure your writing is legible. These forms must be photocopied and each of the members of the selections team able to read them. Frustration in deciphering writing does not lead to a good experience for the person reading the reference. Please do not mention the person's name anywhere in the form except at the top of the first page. Please make sure the completed reference does not exceed three pages.

When you answer the questions about the applicant please be honest and detailed. Give examples as this helps the selections team gain a better all around view of the applicant. You are helping them see the applicant's strengths and weaknesses. Answering with a one word response like "good" does not tell the team very much. If you say she has comfortable being away from her family give examples of her being away. Has she gone to church camp the last three summers with no other family members there? Has she gone on a school trip with chaperones other than her parents? Extra details are important to give a full picture of the applicant. If there is a question that you cannot answer about the person please state that with a small explanation such as that is not an aspect I have observed in my dealings with her. You cannot attest to something you have no knowledge of and that is alright. There are two references and the other will be able to fill in the blanks about the applicant.

When you have completed the reference what do you do with it? It should be placed in an envelope that the applicant has stamped and addressed to the area international adviser or one that you seal and sign across the flap. These are confidential and should not be shown to the applicant before they are sent. If you would like to send them via e-mail they can be sent to **international@albertagirlguides.com** and they will be forwarded to the selections chairwoman.

I would like to thank you for taking the time to write a reference for a girl or Guider applying for an event. It can be time consuming but you are helping the selections committee gain a better view of who the applicant is.

*Your honesty is greatly appreciated.*

## Friendship Knot Circle

A small group of Guiders were visiting with Girl Scouts in the USA this summer and heard about a friendship knot circle and thought it would be great to bring it back to share with their sisters in Guiding.

Here is how it works, if you know a Guider or girl, who is going through a rough time, is celebrating a momentous event or just needs to know that their Guiding sisters are there for them, submit their name and mailing address to **friendship.knot.circle@gmail.com** with the reason for the request. In a few days she will receive several notes and friendship knots from her sisters in Guiding letting her know that they are thinking of her and wishing her well. So if you know someone who has had a baby, lost a loved one, stuck in the hospital or just needs a pick me up, then send the request and we will get right on it.

We are also looking for ladies who would like to be on the list of senders so if you are interested, send your name and e-mail to the above address as well.



# Bon Bini – Curacao Awaits You

It is time to plan your trip to Curacao and meet one of our new Twinning partners. Fly into Willemstad and marvel at the houses that remind you of Amsterdam. They have two seasons, wet and dry, with the temperature being moderate year round. No need for the winter coat when you come down here. Do bring your bathing suit to enjoy the beaches and take some scuba lessons.

Take time this year to plan a meeting to complete the Curacao Twinning challenge and earn the badge. The challenge can be downloaded from [www.girlguides.ca/challenges\\_and\\_activities](http://www.girlguides.ca/challenges_and_activities) or obtained from your area international adviser. Make some Caribbean Foot jewelry to wear to the beach, make some pumpkin pancakes to share and have a beach party. You will want to learn important words in Papiamentu, the common language spoken, like thank you – danki and please – por favor. Practise saying the promise that applies to the equivalent branch you are in. For Brownies, 7 – 10 in Curacao, it would be:

Mi kier trata di ta:

1. un bon Kabouter
2. yuda tur hende kaminda por,
3. sigur na kas

I will earnestly try:

1. To be a true Brownie
2. To help all people where possible
3. And also at home.

## How does this compare to your Promise?

These ideas and many others can be found in the challenge. Another website that can be useful is [www.curacao.com](http://www.curacao.com). It is the official tourism website for Curacao. This will help you plan further activities and places to stay for your mock visit. Have a wonderful holiday and learn about one of our sister countries in WAGGGS.

*Bon Voyage!*

# Fund Development and Charitable Receipting

As we begin a new Guiding year it may be helpful to review what can and cannot be charitably receipted. Being able to issue charitable receipts for donations received is governed by the Canada Revenue Agency (CRA) and not Girl Guides. We are obligated to ensure that all donations received are issued charitable receipts following the rules under the CRA.

Below is a partial synopsis of some of the factors that are considered when issuing a charitable receipt as taken from the CRA website:

[www.cra-arc.gc.ca/chrts-gvng/chrts/prtng/rcpts/menu-eng.html](http://www.cra-arc.gc.ca/chrts-gvng/chrts/prtng/rcpts/menu-eng.html)

## What is a GIFT?

At law, a gift is a voluntary transfer of property without consideration.

## Was the gift made voluntarily?

The donation must be given freely. If a donation is made as a result of a contractual or other obligation (for example, a court order) it is not eligible for a receipt.

## Did the donor receive an advantage?

When a donor receives an advantage or consideration for a donation, part or all of the donation may no longer qualify as a gift. See Split receipting for more information on advantages.

## Was the gift directed to a specific person, family, or other non-qualified donee?

A donation subject to a general direction from the donor that the gift be used in a particular program operated by the qualified donee is acceptable, provided that no benefit accrues to the donor or anyone not at arm's length to the donor. Donors cannot choose the specific beneficiaries of their donations but can still give to a particular program once the charity has identified a beneficiary. The qualified donee (Girl Guides in this instance) must be able to reallocate the donated funds within the program as it deems appropriate. If the donor retains too much control, the donation will no longer be considered a gift at law and an official donation receipt cannot be issued.

*continued on next page...*

Transactions that do not qualify as gifts include:

- a court ordered transfer of property to a qualified donee;
- the payment of a basic fee for admission to an event or program;
- the payment of membership fees that convey the right to attend events, receive literature, receive services, or be eligible for entitlements of any material value that exceed 80 per cent of the value of the payment;
- a payment for a lottery ticket or other chance to win a prize;
- the purchase of goods or services from a charity;
- a donation for which the fair market value of the advantage or consideration provided to the donor exceeds 80 per cent of the value of the donation;
- a gift-in-kind for which the fair market value cannot be determined;
- donations provided in exchange for advertising/ sponsorship;
- gifts of services (for example, donated time, labour);
- gifts of promises (for example, gift certificates donated by the issuer, hotel accommodation);
- pledges;
- loans of property;
- use of a timeshare; and
- the lease of premises.

### Gift (directed)

A registered charity cannot issue an official donation receipt if a donor has directed the charity to give the funds to a specified person or family. In reality, such a gift is made to the person or family and not to the charity. However, donations subject to a general direction from a donor that the gift be used in a particular program operated by a charity are acceptable, provided no benefit accrues to the donor, the directed gift does not benefit any person not dealing at arm's length with the donor, and decisions regarding utilization of the donation within a program rest with the charity.

### What are the consequences for charities that issue receipts with incorrect or false information?

A registered charity that issues an official donation receipt that includes incorrect or incomplete information is liable to a penalty equal to five per cent of the eligible amount stated on the receipt. This penalty increases to 10 per cent for a repeat offence within five years.

A registered charity that issues an official donation receipt that includes deliberately false information is liable to a penalty equal to 125 per cent of the eligible amount stated on the receipt.

If the charity is liable for penalties in excess of \$25,000 for issuing false receipts, that charity is also liable to one year's suspension of its charitable status.

A registered charity that contravenes or continues to contravene the receipting requirements of the Income Tax Act could also have its registration revoked.

If you have any questions about whether a donation is deemed charitable or not, please contact fund development at [funddev@albertagirlguides.com](mailto:funddev@albertagirlguides.com) or phone Mary at 780 424 5510 ext.102.

## Photos of the 2012 National AGM



# Building Bat Houses

Program planning starts with an idea - a spark that, with a little time and effort can quickly become a heart-warming campfire. This is exactly what happened with the bat house project for the 157th Guide unit in Calgary Area.

Leaders with cups of tea sat around a table going through the program that needed to be covered for the coming year and up comes the Beyond You, Try New Things Section and the conversation went something like this

***“How about we have the girls build something with hammers and nails?”***

***“Perhaps a birdhouse?”***

***“I read something about bats, what do you think about a bat house?”***

***“Sure let’s do it!”***

This was the spark that started our unit’s bat house project. Bat house construction was put on our meeting schedule, followed by enlisting a husband to cut boards and to teach the girls how to make bat houses.

The flames of the fire were growing as leaders started searching for information on bats and bat houses. A bat house design was chosen and information sheets were



**Red Rose Patrol (left to right Sarah, Ahona, Susanah)**

prepared for the meeting. Girls were informed that bat house construction would occur in an upcoming meeting - their enthusiasm only provided more fuel for the fire.

Meeting time arrived, bat information sheets were dispersed and we discussed bats. Much to the surprise of the leaders the girls embraced the project. They were not scared of the possibility of encountering a bat, surely most of them had read the Twilight series and heard about vampires and bats and their wicked ways! They saw bats as cool creatures, after all they eat mosquitoes. One girl even thought they were cute! Success! Perhaps it was the information sheets, at least the leaders like to think so.

The fire that started with a spark is now becoming a raging blaze; hammers, nails, boards, and other construction material was now being transformed into bat houses. Many of the girls started tentatively, they had never held

a hammer before and its weight felt uncomfortable in their hands. However, before long the tools no longer felt foreign and the construction proceeded with a new-found confidence.



**Grace, Amy, Madeline & Lauren working on their house.**

The night did not go flawlessly, there were a few fingers hammered some boards nailed in the wrong spots and a slight design modification was needed mid-stream. Learning to overcome obstacles is all part of the process, part of the learning.

We have reached our goal – Yahoo! Each patrol has worked as a team that has built a bat house ready for inhabitants. They are amazed at what they have created in an hour and half. Their pride for their accomplishment adds more fuel to the fire. Time for the fire to wither away and become ashes as the project is done.

Wait not so fast, the leaders come forward with more fuel for the fire, a plan to hang the bat houses at our next camp. The leaders find and contact the individuals who maintain the campsite and they said, ... *“Yes the bat houses can be hung”*. Hooray! The approval came after our camp so the girls did not participate in their hanging, but they were happy to find out that they were hung.

The bat houses were hung with care in locations determined to be favourable to bats (they don’t like their houses in trees). The project is now complete but the fire continues to burn gently. The bat houses remain at the campsite and remind the girls’ leaders, and other campsite visitors how a spark can be turned into a gentle warm fire.

Of course the fire will grow to be its warmest when we discover that bat families have made their home in our bat houses.



**Positioning and hanging bat house**

# How to make your own bat house!

It's best to get the house plans from a website such as, <http://free.woodworking-plans.org/bat-house-plans.html> and follow them.

## Materials you'll need to buy

- 2 pieces of (4' x 4') and 1" thick outdoor grad plywood
- 2 pieces of 1" x 6" x 8' pine or cedar
- Mesh, HDPE plastic netting 7' x 36"
- Nails
- Acrylic caulking
- Staples
- Tools (table saw, hammer, caulking gun)

## Installing

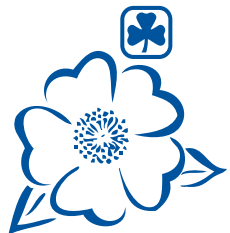
- DO NOT hang in tree or shady area. Make sure the house receives 6 to 8 hours of sunlight each day
- Mount at least 12 feet above the ground
- Hanging the house near a pond or stream may increase the chances of attracting bats
- Clean the bat house each winter (bats will be hibernating elsewhere)



Loon Patrol (left to right Madeline, Lauren, Amy, Grace)

# Bat Trivia!

- Bats eat insects! A single little brown bat can catch 600 mosquitoes in one hour. They do their hunting in the evening
- Some bats migrate, but most of the bats in Alberta hibernate in caves, walls or attics in the winter
- The female bats live in colonies and in late May/early June they give birth to one or two pups (babies).
- Animals that eat bats include: cats, skunks, snakes and raccoons if they land on the ground and owls in the air.
- Bats roost in different places during the day and night in trees, buildings or caves. At night they roost in packs to stay warm.
- Big brown bats are reported to reach flying speeds of up to 65 kilometres per hour
- The two most common types of bats around the Calgary area are the little brown bat, big brown bat, and the silver haired bat (see pictures on reverse side).
- Bats live about 6 to 7 years usually, but can live more than 10 years.
- They sleep a lot, almost 20 hours a day to conserve energy for hunting.
- Bats use sound to find their prey by emitting a sound and listening for the sound to return to them after bouncing off of they pray.



## Alberta Council

11055-107 Street NW  
Edmonton AB T5H 2Z6

[www.albertagirlguides.com](http://www.albertagirlguides.com)

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