



**Subject: MCC Operating Plan for Administrative and Scout Shop Properties**  
**Reference: MCC Executive Board Approval 4-26-2015**  
**Submitted By: Raymond M. Davis, MCC VP Properties**  
**Date: May 1, 2015**

MCC Board of Directors on April 26, 2015 approved the MCC Properties Committee Strategic Plan Recommendation for Administrative and Scout Shop Properties. In an effort to downsizing our inventory of legacy properties to better fit our current needs while locating and establishing additional shops to better serve our customers the following principles of operation have been established.

1. The optimal legal relationship for administrative offices and scout shops is to lease them. Doing so allows the MCC and FSC more flexibility concerning office/shop location, and simplifies concerns about building maintenance, upkeep, property tax and depreciation. The ability to be more flexible with office/shop location will also better allow for flexibility with future customer service needs.
2. The committee recommends that the MCC and FSC sell all office/shops that are currently owned where prudent to do so. The optimal configuration is to sell the property to a scout-friendly donor, and lease the space back from that landlord.
3. The MCC and FSC offices should be geographically located to increase member access and convenience.
4. FSC Main Office Model: Each FSC should have a main office which includes a board room, permanent and temporary office space, clerical space and a scout shop.
5. FSC Satellite Office Model: FSC's also should have satellite offices to facilitate membership service and convenience. Satellite shops should include clerical space, permanent and temporary office space, and a scout shop.
6. The MCC Office Model: The MCC Main Office should be located in the greater Lansing area to facilitate staff, membership and volunteer convenience. The MCC office should include a board room, permanent office space (for accounting, development, outdoor adventure, marketing, Scout Executive/CEO and clerical), and temporary office space. The MCC office also should include FSC office space, and a national scout shop if practical.

This information will be distributed to the following MCC leadership so they may share with their committees and be able to provide concise answers to any volunteer questions or external inquiries. MCC Professionals and Staff; MCC Executive Board; FSC and District Key 3 and committees.

For any further questions or information, please contact Frank Reigelman  
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cet: 4-28-2015





The MCC Properties Committee based upon the MCC Operational Plan for MCC/FSC Administrative Offices and Scout Shops is implementing the following actions to downsize our inventory of legacy properties to better fit our current needs better serve our customers and volunteers. This summarizes that are currently being taken or will be in the near future.

1. The MCC office should relocate to the greater Lansing area, and be configured with the main office model identified above.
2. Great Lakes Field Service Council:
  - i. Maintain current office as is; and
  - ii. The Detroit office should lease excess space, and current scout shop should also develop a MCC mail order center.
3. The Southern Shores Field Service Council:
  - i. Maintain the Ypsilanti office as is. Sell the property to a donor and lease back if possible.
  - ii. Lease and open an office in the greater Jackson area consistent with the FSC main office model, identified above.
  - iii. Lease and open an office on the western side of the greater Kalamazoo area, consistent with the FSC satellite model identified above.
  - iv. Close the Battle Creek office once the Kalamazoo office is open.
4. Gerald R. Ford Field Service Council:
  - i. Keep Grand Rapids office as is, maintain consistent with FSC's main office model. Consider seeking to sell to a donor to buy, and lease back, if possible.
  - ii. Sell current Traverse City office.
  - iii. Lease and open a new satellite office north of Traverse City.
  - iv. Lease and open a new satellite office in Gaylord.
5. Water and Woods Field Service Council
  - i. Lease and open a new FSC office main office in an agreed upon location.
  - ii. Sell current Flint location.
  - iii. Sell current Auburn location – move to Midland satellite.
  - iv. Maintain Port Huron satellite location.
  - v. Open a Lansing satellite office, preferably in the same location as the MCC main office.

For questions, contact Frank Reigelman [frank.reigelman@scouting.org](mailto:frank.reigelman@scouting.org) or 810-228-7501.