

# CAMP MINSI



## SCOUTS BSA SUMMER CAMP LEADERS GUIDE



[www.campminsi.org](http://www.campminsi.org)

*Last updated*  
**3/05/2026**



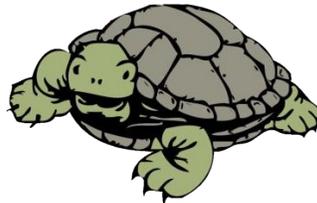
## The Camp Minsi Alma Mater

By the shores of old Stillwater,  
With its azure blue,  
Lies a camp of friendly Boy Scouts,  
Cheerful, brave, and true.

Sing her glories, live her ideals,  
Hold her memories dear.  
Give a cheer that all may hear it;  
Hail, all hail, Minsi.

Far away from care and turmoil  
Of the busy town,  
In a Brotherhood of Scouting,  
We will there be found.

Sing her glories, live her ideals,  
Hold her memories dear.  
Give a cheer that all may hear it;  
Hail, all hail, Minsi!

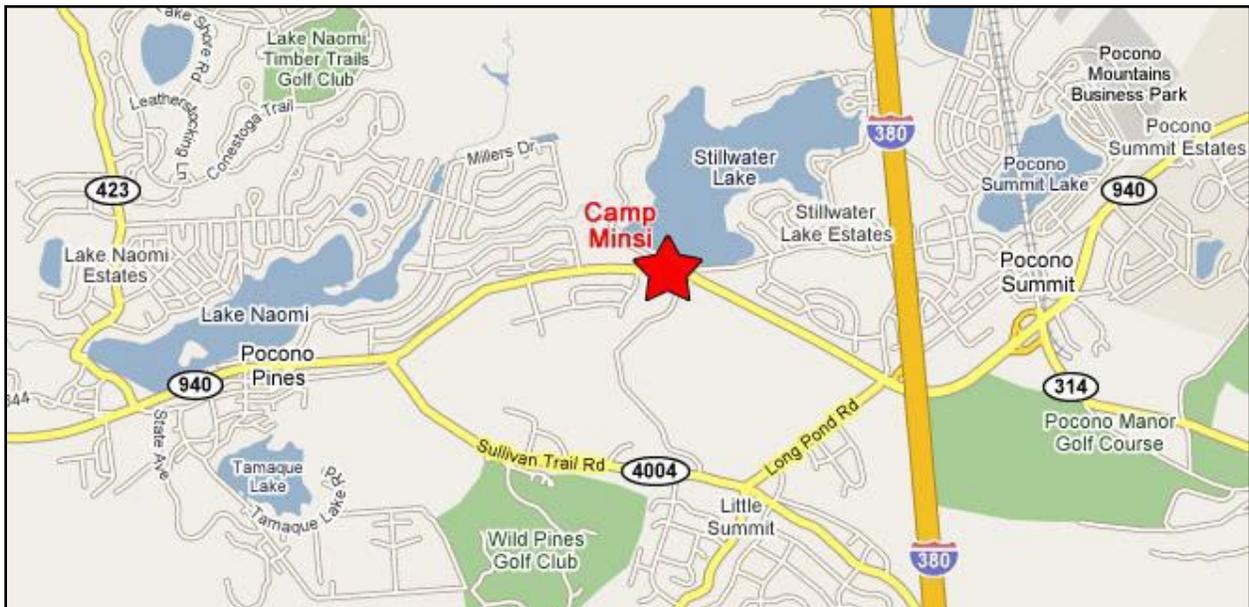


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## Directions to Camp

Camp Minsi is located on Route 940 in Pocono Summit, PA



### From PA Route 22:

Follow Interstate 22 east or west. Exit onto Route 33 North. Exit onto Route 80 West. Follow Interstate 80, exiting onto Route 380 North. Take Exit 3, (old exit 8). At the stoplight at the top of the ramp, turn left. Follow route 940 West for 1.1 miles. Camp entrance is on the right across from police station.

### From PA Interstate 80:

Follow Interstate 80 east or west. Exit onto Route 380 North. Take Exit 3, (old exit 8). At the stoplight at the top of the ramp, turn left. Follow route 940 West for 1.1 miles. Camp entrance is on the right across from police station.

### From PA Route 476 NE Extension:

Follow the NE Extension of the PA Turnpike to Exit 95 (I-80 and Route 940). Follow Route 940 East for approximately 20 miles. Camp entrance is on the left across from police station.

## Contacting Us

### Before Camp:

Camping Desk; Attn: Brian Dungan  
Minsi Trails Council, Scouting America  
991 Postal Rd  
Allentown, PA 18109

Phone: 610.465.8557

Email [brian.dungan@scouting.org](mailto:brian.dungan@scouting.org)

### During Camp:

Summer Camp; Attn: James Feuerstein  
Camp Minsi  
106 Camp Minsi Road  
Pocono Summit, PA 18346

Phone: 610.465.4506

Email: [campminsi@minsitrails.org](mailto:campminsi@minsitrails.org)

## General Notes for Scoutmasters and Leaders

### Alcohol, Drugs, Fireworks

These items are prohibited in camp. There is a zero-tolerance policy regarding these items. Breaking this rule could result in the entire unit being sent home. Offenders will be turned over to the local authorities. Additionally, Pennsylvania State Law and the Scouting America have designated camp as a smoke free environment; adults are not allowed to smoke in any central camp areas.

### Parking and Vehicle Use

Camp policy does not allow vehicle parking in camp's main areas or campsites. This is for safety reasons and is in compliance with Scouting America National Policy. One trailer or other vehicle can be stored at each campsite. All other vehicles must be parked in the camp parking lots during the week. Special consideration may be given to persons with disabilities. Only those vehicles authorized by the camp director will be permitted to park in the campsites.

### Two-deep Leadership

As with any Scouting event, each unit must provide two-deep leadership. If necessary, we can partner you with another unit in camp to help satisfy this requirement. In emergency situations, a staff member may be assigned to help cover a unit. Please notify the camp director if your unit is unable to provide adequate leadership at any point throughout the week.

### Bullying

The Scout Oath and Law are expected to be followed throughout your entire visit at camp. Camp Minsi has a no tolerance policy for bullying. Bullying is grounds for immediate dismissal from camp at the discretion of the camp director. Any form of verbal abuse, physical abuse, or threats will result in immediate dismissal from camp; authorities may be contacted at the camp director's discretion.

### Summer Camp Clothing Policy

1. General Guidelines: Each unit should have a clothing policy that meets the needs of their members in consultation with their charter partner and within the framework of Scouting America's clothing policy guidelines.
2. At Camp Minsi we have the following additional requirements
  - a. **Closed toe shoes are required outside of the Showerhouse and aquatics activities.** Please remind parents to wear appropriate footwear when dropping off or picking up Scouts or while visiting.
  - b. Camp Minsi requires everyone to wear a shirt with sleeves that does not have inappropriate for Scouting images or wording and does not show bare midriffs when outside of the aquatics area or engaged in an aquatics activity. Clothing should cover undergarments completely. Continued inappropriate dress that is not corrected can result in removal from camp.
  - c. All attire must be appropriate for the activity.
  - d. Swimwear should cover areas where undergarments are normally worn. Bikini type swimwear for males or females is not permitted.
  - e. Long pants and sturdy shoes are required when participating in welding or metalwork activities.
  - f. Long pants recommended for hiking and trails but not required. Sturdy shoes required for hiking,
  - g. Scouts who are not dressed appropriately for an activity will not be able to participate until adequately equipped (for example coming to metalwork in a swimsuit or showing up to hike in flip flops).
3. While at Camp: While at camp you may note that your unit's clothing policy developed may differ from those of another unit and there may be situations where these differences may be questioned by youth

participants or adult volunteers. The individual unit leadership, in accordance with the unit's clothing policy, will be the ultimate body to determine whether the relevant policies are being followed by all their unit members, both youth and adult. Should you have a concern regarding another individual's dress, please contact their unit leader directly or our Camp Director.

### **Bikes in Camp**

Camp Minsi allows the use of bicycles within camp. Safety is a must. Helmets and proper attire must be worn at all times when riding. The buddy system is still in effect when riding. Bikes are only to be used on marked trails. Camp Minsi is not responsible for damage to bikes. Please enforce safe biking and courtesy to pedestrians when riding bikes in camp. Many bicycles look the same – bicycle locks are recommended. Currently the Guide to Safe Scouting prohibits eBikes.

### **Cell Phones & Electronic Devices**

Scouts should be encouraged to leave all electronics at home. These devices take away from the summer camp experience. They can promote home-sickness and often lead to other problems. Staff members will discourage the use of cell phones, MP3 players or other electronics by Scouts in program areas. Camp Minsi will not be responsible for the lost or damaged electronics.

### **Colors and Retreat**

Colors are held each morning at 7:45 AM and retreat is held every evening at 5:45 PM in the parade field. Attendance is required, and the field uniform is expected at evening colors.

### **Damage to Camp Property**

Units are responsible for any damages that occur to camp property beyond normal wear and tear. Sites will be assessed by camp staff and unit leaders upon check-in and check-out.

### **Mail**

Mail can be sent to Camp Minsi anytime. Mail is delivered to unit leaders at meals. It takes about 3-4 days for mail to reach a Scout once it is mailed (so plan accordingly). Please be sure to include the name and the troop number of the Scout on any mail. Mail can be sent to:

Scout's Name - Troop #  
106 Camp Minsi Road  
Pocono Summit, PA 18346

### **Patrol Cooking & Site Cook-in Night**

On Wednesday evening, the dining hall does not provide a cooked meal. Instead, units will be provided with ingredients to cook their own dinner in their site. Units are encouraged to bring their own cooking equipment and mess kits to prepare and eat this meal in their site. Limited cooking supplies are available through the camp quartermaster.

### **Pets**

Pets can pose a safety hazard to some campers. Therefore, in keeping with Scouting America policy, only pre-approved staff pets are allowed in camp. This includes extended stay or daily visits.

### **Site Accommodations**

Each unit campsite is equipped with standard Scouting America canvas tents on raised wooden platforms. Tents hold two cots for a Scout and their buddy. Each site also includes a comfort station with private latrine facilities and running water. A central canopy, picnic tables and fire circle provide communal areas for Scouts as well. Campsite capacities are calculated with each tent housing two campers for the week – as such, leaders are not guaranteed single tents.

**Site Visitations**

Commissioners will visit and inspect your campsite. These visitations check for any overall health or safety concerns. If anything is broken or needs attention, please report it to the commissioners.

**Storms and Lightning**

Bring raingear - *be prepared!* In the event of precipitation, camp-wide activities will proceed as normal and the staff will make appropriate changes if necessary. In the case of a severe weather situation, Scouts will be moved to a safe structure and given further instructions from the staff.

**Stoves and Lanterns**

Stoves and lanterns are allowed in camp. However, they are only to be operated by the unit's leaders. Lanterns may not be inside of any tents. Fuel must be stored in a secure location.

**Trading Post**

Camp Minsi's Trading Post is open most of the day and includes many items Scouts will want to purchase. Scouts will find a wide variety of items including camping supplies, Camp Minsi T-shirts and apparel, craft kits, merit badge pamphlets, books, snacks, ice cream, slushies, drinks, and much more. Some merit badges may require additional costs for craft kits or other supplies (see our program guide for details). The trading post is an excellent opportunity for Scouts to practice real-world financial and personal management while at camp. Please be sure Scouts have spending money as to not feel left out. We recommend \$25 to \$50 for the week.

**Troop Pictures**

Troop pictures will be taken Sunday afternoon during check-in. You have the option of 8x10 prints are \$13.00 each or digital files are available for \$100.00. All prints come packaged in a photo envelope. We also offer individual and family pictures. Please fill out the Troop Photo Order Form found in the appendix of this packet. Cash, check, or credit card payments accepted. Pictures will be delivered to the unit leader at the end of the week.

**Camp Photography**

Staff will be taking and sharing pictures of Camp Activities throughout the week, including posting pictures of your week to our camp social media. Please discuss with our staff at check in if your unit would not like to be photographed. If your unit requests we do not photograph your unit, we will do our best to avoid taking photographs of your entire unit as much as possible. If you find a picture that we have posted that you think should be removed from our social media, please email [minsicampdirector@minsitrails.org](mailto:minsicampdirector@minsitrails.org).

Leaders, parents and campers will all want pictures of their adventures at Camp Minsi. Please work to ensure that all pictures uphold the standards of Scouting America. Please delete pictures that do not show the best of your Scouts or the Scouts of other troops, and avoid all situations where photography may violate the privacy of others. At no time may cameras of any kind be used in situations where privacy is expected such as in bathrooms or changing areas. Use of cameras or camera devices in this area may have serious consequences including the contact of law enforcement.

**Uniform**

The Scout field uniform and appropriate activity uniforms are expected attire at any Scout functions. Scouts should have most, if not all of the uniform for camp. The field uniform is expected at retreat, dinner, vespers, and other formal programs. While Scout uniforms are expected, a Scout will not be excluded because they do not have a uniform.

**Visitors in Camp**

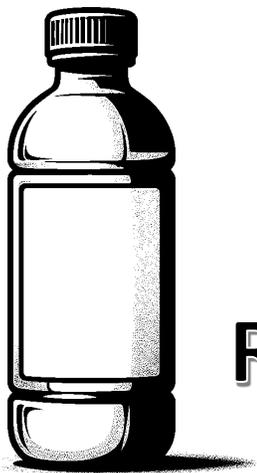
Visitors are welcome in camp as long as they have been invited by a unit and have been approved by the unit leader. Visitors must sign-in at the camp office and pick-up a visitor's pass (which must be displayed at all times) immediately upon their arrival in camp. Families are encouraged to come on Wednesday for the Order of the Arrow call-out ceremony, and on Saturday for closing ceremonies. If a Scout needs to leave camp for any reason during the week, they must have documented permission from their parent/guardian and verification from a unit leader. If a visitor plans on staying for any meals, they must purchase a meal ticket at the trading post before going to the dining hall.

**Fishing**

Pennsylvania requires that anyone age 16 and older has purchased and displays a current Pennsylvania Fishing License. Please see [www.fishandboat.com](http://www.fishandboat.com) for more information. Barbless hooks are recommended to reduce the impact of hooking accidents. We recommend that you wear sunglasses or other eyewear while fishing to protect your eyes.



**Save a Toe**  
**Wear Closed  
Toe Shoes**



**Be Sun Safe**  
**Stay Hydrated**  
**Reduce Sun Exposure**



## Food Delivery to Camp — Policy

### Purpose:

To safeguard youth, maintain camp security, and preserve the outdoor program environment, Camp Minsi regulates outside food deliveries.

Although we strongly discourage outside food deliveries, the guidelines below explain the required process if delivery becomes necessary.

### Policy Overview

- **No direct deliveries to youth or campsites.** Food must **not** be delivered directly to youth members or into any campsite or program area.
- **Unit Leader–Managed Only.** Any outside food may only be arranged and picked up by a **registered adult unit leader** at the **Ad Pad (Camp Office)**. Youth may not place or receive deliveries.
- **Check-In Required.** All deliveries must be logged at the **camp office**. Drivers will **not** be admitted beyond the check-in point.
- **Respect for the Program.** Deliveries must **not** disrupt camp schedules (flag ceremonies, merit badge sessions, evening programs, quiet hours) or interfere with mess hall operations.
- **Waste & Wildlife.** All packaging and leftovers must be disposed of in designated containers **immediately**. Food may **not** be stored in tents. Units are responsible for any wildlife issues resulting from improper food control.
- **Financial Transactions.** Camp staff do **not** handle payment, tips, or hold orders. Units must manage transactions at the designated pick-up point.
- **Consequences.** Violations (e.g., directing drivers to campsites, youth placing orders, after-hours deliveries, prohibited items) may result in:
  - Confiscation/disposal of items,
  - Delivery being refused at the gate,
  - Restriction of unit delivery privileges,
  - Dismissal from camp for serious or repeated violations.

### How to Arrange a Delivery (If Your Unit Chooses To)

1. **Plan Ahead:** Confirm published pick-up window(s) and location at the camp office.
2. **Place the Order:** Use the designated pick-up address (not a campsite). Include unit number and adult leader name in the delivery notes.
3. **Adult Pick-Up Only:** A registered adult retrieves the order at the designated location during the permitted window.
4. **Dispose Properly:** Break down boxes, bag waste, and use designated dumpsters to prevent wildlife attraction.

## Health Services

### Personal Health and the Annual Health & Medical Record

All participants (adults and youth) attending a Scouting America registered summer camp need to complete and return to their unit leader parts A and B and C of the Annual Health and Medical Record. These forms need to be updated annually.

For current BSA Annual Health and Medical Record Forms go to:  
**[www.scouting.org/scoutsource/HealthandSafety/ahmr.aspx](http://www.scouting.org/scoutsource/HealthandSafety/ahmr.aspx)**

### Medications

All prescription and over-the-counter medications must be stored under lock while at camp. An adult leader within your unit or the camp health officer (when applicable) will need to manage the securing of the individual medications and documentation of the individuals taking medications. Units will manage this at their site as long as medications are properly stored and logs are kept; the camp will provide a lockable storage area in each site shed. Medications must be in their original containers, with labels affixed including doctor's name, patient's name, date and name of medication contained. If there has been a dosage change, it must be noted by a doctor. A **Routine Drug Administration Form** is located in the appendix of this guide. Copy this sheet and have one filled out for each Scout taking medications. Please submit completed forms to Camp Minsi at check-out.

### Food Allergies & Special Dietary Accommodations

The dining hall at Camp Minsi is committed to ensuring that all Scouts and leaders have the best meals possible while at camp. If you have any food allergies or other dietary restrictions, please complete the pre-camp **Food Allergy and Special Accommodation form online at this link** or at [campminsi.org](http://campminsi.org).

We offer a diverse fruit, cereal and yogurt bar (at breakfasts) and wide-ranging salad bars (at lunches and dinners) where most campers can find nutritious items to accommodate their dietary preferences and/or allergies.

Alternative sandwiches are also available upon request from the kitchen at any meal. Our menus are well-rounded, nutritious and reviewed by a professional dietitian and nutritionist each year.

Vegetarian substitutes are available for all meals and we can provide some special food substitutes (for example, gluten-free breads and pastas) for campers specifying an allergy or intolerance prior to camp. Our dining hall staff understands the importance of accommodating special dietary needs and is highly aware of the ingredients in all the products used in our kitchen. Individuals with highly specialized dietary needs or preferences should talk with our dining hall staff prior to camp. In cases of highly selective eaters with specific brand preferences or extremely restrictive diets, the camper may be asked to bring some of their own food items to supplement what we provide.

While we attempt to provide meals which meet these special needs as much as possible, it is the responsibility of the individual Scout to avoid those foods that they are unable to eat. During check-in, Scouts with special dietary needs will meet with the dining hall staff to discuss their specific needs and accommodations.

If you have additional questions regarding our food service or your specific dietary needs, please contact the Minsi Trails Council office at **610-264-8551** or by email (**[minsicampdirector@minsitrails.org](mailto:minsicampdirector@minsitrails.org)**).

## Order of the Arrow in Camp

The Order of the Arrow is Scouting's honor society. For more than 90 years, the Order of the Arrow (OA) has recognized Scouts and leaders who best exemplify the Scout Oath and Law in their daily lives. This recognition provides encouragement for others to live these ideals as well. Arrowmen are known for maintaining camping traditions and spirit, promoting year-round and long term resident camping, and providing cheerful service to others. OA service, activities, adventures, and training for youth and adults are models of quality leadership development and programming that enrich and help to extend Scouting to America's youth.

The mission of the Order of the Arrow is to fulfill its purpose as an integral part of Scouting America through positive youth leadership under the guidance of selected capable adults. The OA serves as a service task force for the camps and the camping spirit. They promote both yearlong and residential camping through several events and organizations.

Witauchsoman Lodge #44 holds annual service weekends and other events at Camp Minsi. The OA is an integral part of camping, Camp Minsi, and Scouting America.

Wednesday is OA Day at camp. OA members are encouraged to show their lodge spirit by wearing OA T-shirts throughout the day and displaying their OA sash with their field uniform.

### Call-Out Ceremony

On Wednesday evening the Order of the Arrow will perform their public recognition ceremony, known as the call-out. Arrangements for those who will be called out should be confirmed with the OA coordinator prior to the ceremony. All Troops should attend the ceremony.

- All elections for the nomination of candidates must take place before summer camp. No elections will be conducted at summer camp. Please bring a copy of your unit elections results so that any misunderstandings or discrepancies can be avoided.
- If your unit is not from Minsi Trails Council, Witauchsoman Lodge #44 cannot call-out your candidates without proper authorization. You must have a signed letter from your Lodge Chief or Lodge Adviser confirming the names of the Scouts to be recognized. This letter must be turned-in to the OA coordinator prior to the call-out ceremony.
- Arrowmen interested in assisting with the Wednesday night call-out ceremony or preparations will be greatly appreciated. Please see the OA coordinator to get involved.





# Checking In to Camp Minsi 2026



## Before you come to camp:

- \*Complete the online dietary needs form for any special food needs
- \*Settle up your camp fees with our council office
- \*Select your merit badges and any out of camp afternoon adventures online. Final out of camp afternoon adventures count closes the Wednesday before your week at camp.

## You will need the following:

- \*Completed health forms for each Scout and Adult with a physician's signature within the last 12 months.
- \*Signed permission slips for Scouts participating in Cowboy Action Shoot or Afternoon Adventures.
- \*Payment and form if you would like troop pictures
- \* Scouts ready for pictures and a swim check (uniforms with swimsuits underneath)

## On Check-In Day:

\* **Early Arrival:** From 9 until noon, you may drive to your campsites carefully to unload if you wish. Please unload quickly and return your car to the parking lot. Please do not block roadways and follow all traffic signs (some roads are one-way).

\* **Regular Arrival:** From noon to 1:00, please move all cars back out to the parking lot by the Ad Pad. The gate will close and from that point forward units may only have one vehicle in their site at a time. During the week you may keep either one vehicle or a trailer in your site to store equipment and food. You will receive one parking permit per unit. **Please do not store more than one vehicle in your site unless special permission is granted for a second permit.**

\* **Medical Boxes** will be on your picnic table. Inside you will find copies of schedules, buddy tags, and other important information. During the week you will store your medications & Drug Administration forms locked in that box. Please fill out a buddy tag for everyone in your unit who is staying in camp.

**\*At 1:00 official check in will begin.** Please go to your campsite and begin setting up. Your staff guide and the Camp Director will meet you in your campsite to begin check in at approximately these times. If you are not ready when we come to check you in, we will check in the next site and circle back to you later.

1:00 Site 12	1:40 Site 3	2:20 Site 6
1:10 Site 1	1:50 Site 10	2:30 Site 9
1:20 Site 11	2:00 Site 4	2:40 Site 7
1:30 Site 2	2:10 Site 5	2:50 Site 8

### **During Check in you will complete:**

**Site Check** - Your site guide will review the condition of your campsite before check-in and document and correct any problems.

**Medical Checks** - During check-in a medical officer will go through your medical forms to make sure they are up to date and to review any pertinent information. A staff member may check your temperature. Once your medical check is complete you will receive a colored bracelet to wear during the week. You can get a replacement bracelet at mealtime if you lose it.

**Dining Hall Orientation** - Your site guide will take you to the dining hall where you will be able to review the dining hall rules and procedures.

**Camp Pictures** - If your unit would like to get pictures taken you will take them just before or after the dining hall orientation.

**Swim Checks** - Your site guide will take you to the Waterfront where you can complete your swim checks. Each participant will be identified as a non-swimmer, beginner or swimmer. If you have completed swim checks before camp, bring your completed swim roster to the Waterfront. Lifeguards will color your tags.

## **Evening Schedule**

5:45 pm Colors at the Parade Field (Wear BSA Field Uniforms)

6:00 pm Dinner

7:00 pm Camp Tours and Q&A Session

8:45 pm Meet at the Parade Field for the Opening Campfire

Join our Remind Class for the week to receive text message alerts & 2 way texting  
Do not sign up until Sunday morning since it is reset every Saturday  
To Join text @minsi-mtc to 81010

## Check-out Procedures

Before leaving camp, a site guide will complete a final campsite condition report with a unit leader to ensure there are no damages or issues. If any damage is found that is not regular wear and tear, the camp director and ranger will assess the damages and the unit may be charged.

Before departing, the unit leader should:

- Ensure the campsite is clean and in the condition you found it.
- Return a completed camp evaluation form to the camp office.
- Pay any outstanding fees at the trading post.
- Make reservations for next year, if they have not done so already.

### Saturday Morning Activities:

**7:30AM to 9:00AM** – Open Continental Breakfast at the Dining Hall

**9:15AM** – Colors and Closing Ceremony in the Parade Field

**10:00AM to 11:00AM** – Campsite Check-out and Unit Departure



## Summer Camp Program Guide

Camp Minsi issues a separate program guide that outlines the entire summer camp program in detail, including daily program schedules, merit badge offerings, evening programs, and other additional activities for Scouts and Scouters. Check [www.campminsi.org](http://www.campminsi.org) to download the full Merit Badge and Program Guide.



Find us on  
**Facebook**

Visit us online:

**[www.campminsi.org](http://www.campminsi.org)**



# Appendix

*Important forms & documents for summer camp*

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## Troop Picture Order Form

Troop pictures will be taken during check-in. You have the option of purchasing 8x10 color prints or a digital file. Please fill out the Troop Picture Order Form prior to check-in. Cash, check or credit card payments accepted. Pictures will be delivered to the unit leader at the end of the week.

**8x10 photos**  
\$13.00 per photo

**Digital file**  
\$100.00 per unit

Unit: \_\_\_\_\_ Council: \_\_\_\_\_

Week: \_\_\_\_\_ Site: \_\_\_\_\_

Contact person: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

**Prints:**

Total 8 x 10 photos \_\_\_\_\_

Total Digital File: \_\_\_\_

**Total Payment:** \_\_\_\_\_



# Routine Drug Administration Form

Name: \_\_\_\_\_ Unit Number: \_\_\_\_\_

Week: \_\_\_\_\_ Campsite: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**Medication #1:** \_\_\_\_\_

Times to be Taken	S	M	T	W	T	F	S
<b>Breakfast</b>							
<b>Lunch</b>							
<b>Dinner</b>							
<b>Night</b>							

Comments:

**Medication #2:** \_\_\_\_\_

Times to be Taken	S	M	T	W	T	F	S
<b>Breakfast</b>							
<b>Lunch</b>							
<b>Dinner</b>							
<b>Night</b>							

Comments:

**Medication #3:** \_\_\_\_\_

Times to be Taken	S	M	T	W	T	F	S
<b>Breakfast</b>							
<b>Lunch</b>							
<b>Dinner</b>							
<b>Night</b>							

Comments:

**Medication #4:** \_\_\_\_\_

Times to be Taken	S	M	T	W	T	F	S
<b>Breakfast</b>							
<b>Lunch</b>							
<b>Dinner</b>							
<b>Night</b>							

Comments