Commander’s Report

Well here we are: the season is over, boats are put away. Cold weather is on the way and before you know it the Nominating Committee will be knocking on your door. So to help you be better prepared to say “YES”, I’ve included several job descriptions for review. All the job descriptions for all departments can be found at: http://www.usps.org/national/ot/documents/Squadron_Job_Descriptions_Revised_September_2011.pdf

However to wet your whistle here are a few to consider. You don't have to start at Commander, so please consider:

<table>
<thead>
<tr>
<th>Department: Standing Committees</th>
<th>Committee Title: Budget and Finance</th>
<th>Reports To: Executive Committee</th>
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<tr>
<td>The Budget and Finance Committee, working with the Treasurer, should develop a breakdown of anticipated departmental income and expenses for the fiscal year. A review of past budgets, membership and the success or failure of having operated within those budgets is required in planning future needs.</td>
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After a preliminary budget is developed, each department head should input the budget from his committee chairman to determine needs of the department as a whole.

The Squadron Executive Committee subsequently will review and approve the needs expressed within the departments as well as recommendations of the Budget and Finance Committee before presentation of a budget to the membership for approval.

Although not required, it is recommended that members of the Budget and Finance Committee have an accounting background.

<table>
<thead>
<tr>
<th>Department: General Committees</th>
<th>Committee Title: Auditing Committee</th>
<th>Reports To: Membership</th>
</tr>
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<tbody>
<tr>
<td>The Auditing Committee shall consist of not less than three members, one of whom is elected each year. Members with an Accounting/Finance or MBA background are particularly desirable for service on this committee. Reference the Operations Manual.</td>
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<tr>
<th>The Auditing Committee shall:</th>
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<tbody>
<tr>
<td>1. Examine all records of the Treasurer, and reconcile checking and savings or investment accounts.</td>
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<tr>
<td>2. Inspect all journal entries (both manual and/or electronic) and Treasurer’s reports of/for the squadron.</td>
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<tr>
<td>3. Conduct audits of records as required as well as a total audit if a change of Treasurers occurs between regular audits, or when requested by the Executive Committee.</td>
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<tr>
<td>4. Conduct annual audits of Squadron Property and insurance coverage.</td>
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<tr>
<td>5. Make recommendations to the Treasurer regarding good bookkeeping procedures; and</td>
</tr>
<tr>
<td>6. Prepare a written annual audit report to be submitted to the membership in accordance with your Squadron Bylaws.</td>
</tr>
</tbody>
</table>

There is something for everybody and everybody for something. Check out the site above, a lot of good stuff awaits you and MPS needs YOU.  (Continued on next page)
We are still in need of programs for Jan/Mar. The SEO has listed seminars available which can be used as a program (see SEO Report). Please give me some feedback at ptgezer@yahoo.com

Also Merit Mark recommendations were submitted to the area monitor for 27 hardworking members and I received notification that all submittals were approved by the Chief Commander.

Since this is the last publication of the year, I would like to extend best wishes for a Safe and Happy Holiday Season. Stay Tuned for some exciting stuff in January.

See you all at Bell’s Pie Night

CDR Roger Breunig AP

Executive Officers Report

Last month I mentioned summer is over and fall is here. Now fall is here and winter is not far behind. At this time most all boats are covered and ready for the cold weather. Fall cleanup is upon us and the holidays are just ahead. Then things will quite down and we can relax. A great time to consider taking a course to refresh or extend our knowledge about boat handling or cruise planning. Check the SEO report’s list of seminars available. They are one evening type classes. They can also be presented as a program at one of our meetings. Let Bill or Ken Jr. know if any are of interest to you.

This is also a good time to consider taking on a job, whether it be to serve on a committee or become a bridge officer. The squadron is always looking for members to get involved. The rewards and experience are well worth the time. The more members involved, the healthier the squadron.

Our next meeting will be Bell’s Pie Night on 19 November, at NU. Bring a pie to share and enjoy a slide show reflecting this past year’s squadron activities. Friends are invited, so if you know someone interested in boating and would like to see what the squadron is like, please bring them along.

The squadron Holiday Party will be held at PDC Bud Greenbacker’s home on 10 December. Look for future flyer for details.

Seeing this is the last publication until January, I would like to extend best wishes for a safe and happy holiday season.

P/C Ken Bell Sr., AP

Education Officers Report

The Electronic Navigation Course is underway with twelve students. The class is going well with a good mix of newer and older squadron members and lots of experiences to share.
The Basic Boating Course will begin on January 13th at Southington High School, as always we are looking for help with teaching and proctoring. This is a good chance to work toward a Merit Mark.

We are looking into a Seamanship class in March. This is a good opportunity for members to learn or brush up on skills needed for safe vessel operation.

Below is a list of the Seminars available for presentation, please look over the list and let myself or any Executive Committee member know if there is a particular subject you are interested in.

- Advanced Powerboat Handling
- Anchoring
- Basic Coastal Navigation
- Basic Weather and Forecasting
- Boat Handling under Power
- Boating on Rivers, Locks and Lakes
- Crossing Borders
- Emergencies on Board
- Fuel and Boating
- How to Use a Chart
- Hurricanes and Boats
- Knots, Bends and Hitches
- Man Overboard
- Marine RADAR
- Mariner's Compass
- Mastering the Rules of the Road
- Paddle Smart
- Partner in Command
- Practical On The Water Training
- Sail Trim and Rig Tuning
- Tides and Currents
- Trailering Your Boat
- Using GPS
- Using VHF & VHF/DSC Marine Radio

We hope everyone has an enjoyable Holiday Season and look forward to helping you reach your educational goals.

Bill Podlisny
SEO Meriden
Ken Bell Jr
Asst. SEO Meriden

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**Friends of the Masthead**

Christine Casarella 860-721-0789 or cfc.100@cox.net
Bud Greenbacker 203-238-4520 or Hgreenbacker@cox.net

This has been created to help defer the ever-rising postal expenses. There’s always plenty of room at the tables. Anyone interested in joining the Captain’s/Barnacle’s Table- please use the form below.

Memberships are for the **Calendar year 2014:**

**Captain’s Table:** George Griffin, Robert Thompson, Christine Casarella, Paul Casarella, and Al Lucitti

**Barnacle’s Table:** Ellie Lucitti

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**Membership Form for the Friends of the Masthead**

Name: ______________________________

Please Circle: Captain’s Table ($15.00) or Barnacle’s Table ($5.00)

Amount Enclosed: ________________

Mail to: Paul Casarella
103 Wynding Brook Drive
Rocky Hill, Ct 06067

Squadron logo polo shirts ($25) can be ordered through Lt Ann Steele annsteele@sbcglobal.net or 860 628-8588

Name tags can be ordered – Joe Fernandes, jfernades8@cox.net or 860 276-9407
When:  Wednesday 10 December 2014
Where:  At P/D/C Bud Greenbacker’s home
118 Orchard Street, Meriden 06450
Time:  Happy hour will start at 1700 with a roast beef dinner following at 1800.
Cost:  $10.00 per person which includes Drinks.

If you prefer something different feel free to bring your own.
Appetizers and desserts will be welcome.
RSVP to Bud at Hgreenbacker@cox.net or 203-238-4520 by 7 December.

Directions to Bud’s House:
- I 691 to exit 8 Broad St.
- Take a right at the end of the exit
- Take your first right onto Atkins St
- Take your first left onto Heine Ave.
- Orchard St is the first left
FORWARD & ADDRESS CORRECTION REQUESTED

Please visit www.usps.org/meriden for updates