

2009 ANNUAL MEETING
UNITED STATES POWER SQUADRONS
Hyatt Regency Hotel
Garden Grove, CA
Agenda as of 01-07-09

15 February- Sunday
UOD-Casual

The Chairman & Assistant Chairmen of the National Meetings Committee Check-in
Board of Directors check- in

16 February- Monday
UDO- Casual

Closed	0730-1700	Board of Director Meeting	C/C's Parlor	
Closed	0900-1000	Pre-Pre-Com w/ Event Coordinator	NMC Suite 1 ST Parlor #1702	7**
Closed	1700	Headquarters Storage & Ship Store Storage	Imperial	

17 February- Tuesday
UOD- USPS Casual

Closed	0000-2400	Ship's Store Storage/ Inventory	Imperial Available 6 am	Lockable, 5 Keys 10 Tables w/10 chairs, Large trash cans-coat rack
Closed	0600-1800	Headquarters Storage	Valencia	
Closed	0730-1700	Board of Director Meeting	C/C's Parlor	REV
Closed	0800-1700	Com Nom	Commodore Boardroom - ST	Conf-w/ 12 chairs & 1 extra, water, 2 keys
Closed	0900-1000	Pre-Con	Terrace E-F ST	Hol Sq 30
Closed	1230-1400	BOD Lunch	Restaurant	7*
		BOD Dinner	TBD	

18 February- WEDNESDAY**UOD-USPS-Polo**

Closed	0600-2400	Headquarters Storage	Seville ST	Lockable-4 keys
Closed	0000-2400	Ship's Store Storage/ Inventory	Imperial - ST	Lockable-(5) Keys 10 Tables w/10 chairs, Large trash cans-coat rack,
Closed	0730-0830	O Com Breakfast	Valencia - ST	Hol Sq 24
Closed	0800-1500	Educational Leadership	Royal A USPS Projector Reserved	U-Shape 40, Pwr cart, 6'screen
Closed	0800-1700	Com Nom	Commodore Boardroom -ST	Conf-w/ 12 chairs & 1 extra
Open	0800-1630	Activities Registration	Royal Reg. Desk -ST	
Open	1300-1630	Voter Registration & Ensign	Royal Reg. Area-Foyer- ST	2 Tables, 6 Chairs
Closed	0830-1700	O Com Meeting	Regal- ST	Hol Sq 26 1 key – Pwr for computer and Recorder
Closed	1230-1400	O Com Lunch	Valencia -ST	26**
Closed	1300-1700	Planning	Madrid- ST	Conf 18 (2) Keys
Closed	1400-1445	Aides Meeting	C/C's Parlor	18 REV
Closed	1500-1700	Boat Operators Cert	Royal B- ST REV Same projector as in Am	Hol SQ 25- Pwr cart, 6'screen

19 February –THURSDAY

UOD- USPS- Polo

Closed	0000-2400	Headquarters Storage	Seville -ST	Lockable
Open	0800-1630	Ships Store	Imperial - ST	10 Tables w/6 chairs, Large trash cans-coat rack, add 1 phone w/ outside line by 7:15 & skirt tables
Open	0800-1630	Activities Registration	Royal Reg. Desk-ST	
Open	0800-1630	Voter Registration & Ensign	Royal Reg. Foyer-ST	2 Table, 6 Chairs
Open	0800-1700	Table Tops	Royal Foyer - ST	40-6' Tables, See Layout

- Annual Meeting-2010 Orlando Disney Coronado 1 Table (Fri move to EXPO)
- Boat Insurance 2 Tables (Elec Pwr)
- Boat US 1 Table
- Commodore 3 Tables
- Co-op Charting 3 Table (1w/Elec Power,& Internet t & Internet for EXPO 3 chairs)
- Educational Fund 1 Table
- Governing Board-2009 1 Tables (Fri move to EXPO)
- Hyatt Kansas City, Mo
- Member Benefits 1 Table
- Membership & 1st Timers 3 Tables
- National Cruise 2010 1 Table w/Elec Pwr (Fri move to EXPO)
- National Boating Federation 1 Table
- Parade of Publications 6 Tables
- Planned Giving 1 Table
- Public Relations/MKT 2 Tables (Elec Pwr)
- Social Activities 3 Tables
- Squadron Development 0 Tables
- The Ensign 1 Table- 3 chairs
- USPS Voter Registration 1 Table -3 chairs
- Vessel Safety Check 1 Table
- Hold Table 5 Table
- These Tables Remain until Sat Noon

19 February –THURSDAY (Cont'd)

UOD- USPS- Polo

Closed	0700-1200	DEO's Meeting	Royal-A –ST USPS LCD Projector Reserved	11 Rds of 8, 88 people HT for 6-Pwr Cart, 8'screen, 2mic
Closed	0730-0830	O Com Breakfast	Valencia -ST	Hol Sq 22**
Closed	0800-1000	Inland Coastal Nav ED- ST	Terrace A - ST	Hol Sq 25
Closed	0800-1000	Instructor Development ED	Terrace B- ST	Hol Sq 25

19 February –THURSDAY (Cont'd)

UOD- USPS- Polo

Closed	0800-1000	Marine Environment(Ed Dept)	Terrace C- ST	Hol Sq 25
Closed	0800-1000	Offshore Navigation ED	Terrace D -ST	Hol Sq 25
Closed	0800-1000	Publication Support ED	Terrace E.- ST	Hol Sq 25
Closed	0800-1200	Co-op Charting	Garden 1- NT USPS LCD Projector Reserved	Hol Sq 30- Pwr Cart, 6' screen, wireless Mic
Closed	0800-1700	Com Nom	Commodore- ST	Conf-w/ 12 chairs & 1 extra
Open	0800-1000	Historian	Garden 2 - NT	Conf 20
Closed	0800-1700	Law	Barcelona- ST	Conf 10
Closed	0800-1700	Planning	Madrid- ST	Hol Sq 22
Closed	0800 1700	Gov Relations & Partners	Garden 4- NT USPS LCD Projector Reserved	Hol Sq 30, Projector Stand and 6'screen
Closed	0800-1000	Operations Manual	Terrace F- ST	Conf 15
Closed	0800-1000	Squadron. Activities	Granada- ST	Conf 15
Closed	0830 1230	Budget/Finance & Fund Groups	Regal- ST	Hol Sq 30
Open	0900-1100	Dist/SQ. Officer/Gen Members	Royal C,D,E,F USPS LCD Projector Reserved	Rds of 10 for 200, pwr cart, 8' screen, podium w/mic & a floor mic.
Closed	0900-1200	CPS Bridge	Salon IV - NT	Conf 10 - 1Key
Closed	0900-1200	Market/Public Relations	Salon V-NT	Hol Sq 30, Speaker Phone w outside line
Closed	0900-1200	USPS Marine Environment	Pacific	Hol Sq 30
Closed	1000-1200	Basic Public Boating ED	Terrace A.-ST	Hol Sq 25
Open	1000-1200	Amateur Radio Club	Granada -ST	Conf 15
Closed	1000-1200	Curric Develop Coord ED	Terrace B -ST	Hol Sq 25
Closed	1000 -1200	Electro Mech Systems ED	Terrace C -ST	Hol Sq 25
Closed	1000-1200	Educational Operations ED	Terrace E -ST	Hol Sq 25
Closed	1000-1200	Boat Handling ED	Terrace F -ST	Hol Sq 25
Closed	1030-1200	Secretary Dept Meeting	Sect/ Treas. Parlor	
Open	1000-1100	1st Timers Orientation	Harbor -NT	Theater 75
Closed	1230- 1400	Executive Dept Lunch	Royal B	Hol Sq 30
Closed	1230-1700	Administrative Dept Lunch & Leadership Meeting	Salon 1-NT	3-Rds of 10; for 25**
Closed	1230-1400	Educational Dept Lunch	Salon II -NT	4 Rds of 8, 32 people, Podium only
Closed	1230-1400	Secretary's Dept Luncheon	Garden 2 -NT	Conf 24**
Closed	1230-1400	Treasurer's Dept Luncheon	Garden 3 -NT	Hol Sq 24
Closed	1400-1700	Grant Writers	Malibu Suite- NT	Conf 12
Closed	1400-1700	Area Monitors	Terrace A _ ST	Conf 25
Closed	1400-1500	Educational Fund Trustees	Terrace C - ST	Hol Sq 10
Open	1400-1500	Member Benefits	Terrace D-ST	Hol Sq 10
Closed	1400-1700	National Meetings	Garden1- NT	Hol Sq 30

19 February –THURSDAY (Cont'd)**UOD- USPS- Polo**

Closed	1400-1700	Rules	Granada -ST	Conf 10
Closed	1400- 1700	Finance Com.	Salon III NT	Conf 15
Closed	1400-1700	Corporate Membership	Pacific- NT	Conf or Hol Sq 20
Closed	1400-1500	SQ... Development	Terrace F -ST	Conf 25
Closed	1400-1700	Flag & Etiquette	Royal E -ST	Conf 32
Closed	1400-1700	Vessel Safety Check	Terrace E -ST	Conf 15
Open	1400-1700	Education Dept	Royal BR- C&D ST USPS LCD Projector Reserved	Rds of 10 for 200, pwr cart, 8' screen, podium w/mic & a floor mic.
Closed	1400-1600	Budget/ Treasurer	Valencia- ST	Conf 10
Closed	1430-1700	Information Technology	Salon IV -NT	Conf 15
Open	1430-1700	Membership	Royal A	Hol Sq 30-HT for 3
Open	1430-1700	Weather Seminar	Garden 2 USPS LCD Projector Reserved	Conf, Chairs Max. 6' screen, Pwr cart, Internet connection
Open	1500-1700	Auxiliary Advisory	Salon II -NT	Conf 15
Open	1330-1700	Leadership Development	Terrace B	HT for 2, Theatre Max
Closed	1500-1700	Publications	Garden 3- NT	Hol Sq 15
Closed	1500-1700	Rec Boating Safety	Harbor - NT	Hol Sq 20
Closed	1500-1700	The Ensign	Salon V - NT	Hol SQ 20
Closed	1600-1700	Pvt Reception CF	Royal B	Flow, 45
	1700- 2200	Pirates Dinner	Off Site	
Closed	2200-2400	Expo Set up	GD BR	

20 February – FRIDAY**UOD- Polo/Blazer or Blazer dress shirt and tie**

Closed	0000-2400	Headquarters Storage	Seville -ST	Lockable
Open	0800-	Ships Store	Imperial - ST	Lockable-Same as Thursday
Closed	0730-0830	O Com Breakfast	Valencia - ST	Hol Sq 30
Closed	0730-1700	D/C's& DXO's Meeting	Pacific – NT USPS LCD Projector Reserved	9 Rds of 8, for 72 people-HT for 2 - Numbered Tables Easel—5 extra chairs on side, 8' screen, podium/ w mike & floor mic.
Closed	0800-1700	Com Nom	Commodore -ST	Conf-w/ 12 soft chairs & 2 extra Banquet chairs
Closed	0800-1200	Grant Writers	Malibu Suite -NT	Hol Sq 12
Open	0800-1200	Seminar- Selling Public Courses,	Royal D LCD Projector, USPS furnished	Theater 75, Standing Lecture, HT for 6, proj. stand, 8' screen, lavalieri mic Clip On) Internet connection
Open	0800-1630	Activities Registration	Royal Reg. Desk	2 Tables,5 Chairs
Open	0800-1630	Voter Registration	Royal Reg. Foyer	1 Tables, 4 Chairs
Open	0800-0900	1st Timers Orientation	Royal C	80 Theater—HT for 2
Open	0900-1000	Sea Scouts	Royal C	Same as 1st Timers
Open	0800-1000	Publications	Barcelona - ST	Theater 50, HT for2
Open	0800-1700	Table Tops	Royal Foyer	
Open	0800-1700	EXPO	GD BR	See Layout
Open	1000-1200	DB2000 Seminar	Harbor – NT USPS supplied LCD Projector	Theater 120, HT for 2, 8' screen, Mic on cord, Pwr cart
Closed	1200-1230	D/Cs & DXOs Reception	Royal E	Flow, 75
Closed	1230-1400	D/Cs & DXOs Luncheon	Royal E	10 Rds of 8; 80 people

20 February – FRIDAY (Cont'd)**UOD- Polo/Blazer or Blazer dress shirt and tie**

Open	1300- 1700	Seminar- Train the Trainer	Royal D LCD Projector, USPS Reserved	Theater 75, Standing Lecture, HT for 6, proj. stand, 8' screen, lavalier mic (Clip On)
Open	1500-1700	Co-op Charting	Garden 4 –NT USPS LCD Projector Reserved	Theater 50, HT for 3, Pwr Cart, 6' screen, wireless Mic & Internet connection
Closed	1400-1600	Social Activities	Valencia - ST	Hol Sq 30
Open	1400-1500	Treasurer	Royal B- ST USPS LCD projector Reserved	Theater 50, HT for 2, MiC, 6'screen, pwr cart
Closed	1630-1800	New Life Members Reception	Harbor Room - NT	Flow, 100- Cocktail tables/w , chairs,riser,10 chairs in front of riser, podium w/ mic, 2extra cocktail tables near podium
Closed	1630-1800	1 st Timers Reception	Royal C,	Flow, 100
	1700-2000	Teardown – USPS	Gd BR- A - Hall	Exhibits
Open	1700-1745	Jewish Services	Regal -ST	Theater 20, 6' Table w/ white skirt next to lectern, water service
	1700-2200	Expo Tear Down	GD BR	Flow

21 February- SATURDAY

Hyatt Regency Hotel 2009 Garden Grove, CA

01/07/09

UOD- Day Uniform F

Evening Uniform A, W/ Bow Tie

Closed	0000-2400	Headquarters Storage	Seville -ST	Lockable
Open	0800- 1100	Ships Store & Storage-	Imperial -ST	Lockable- Same as Thursday
Closed	1100-1400	Inventory & packing		
Closed	0730-0830	O Com Breakfast	Valencia - ST	Hol Sq 24**
Open	0800-1100	Activities Registration	Royal Reg. Desk	
Open	0800-1100	Voter Registration	Gd B/R A-D-	NMC Table
Open	0800-1200	Table Tops	Royal Foyer	Remove at noon
Open	0900-1200	Annual Meeting	GD BR's-A-D	Special 1100, Note: See diagram, 2 podiums on risers w/mic, sound mixer & ele con, wireless mic
Open	1100-1200	Shipmates Reception	Garden Foyer -NT	Flow 180, 4 tables, Cash Bar
Open	1200-1400	Shipmates Lunch	Garden 1-3 - NT	Rds of 8 for 180 Ivory table linins, small, riser center of room, podium with Mic.
Open	1200-1230	Members Reception	Royal Foyer- ST REV	Flow 500, Cash Bar
Open	1230-1400	Members Luncheon	Royal A-D	Rounds/10 for 500, Small riser w/podium w/mic
Open	1400-1630	Annual Meeting reconv	GD BR's- A-D	Same
Open	1700-1745	Catholic Services	Pacific - NT	Theater 150, Note:, 6' Table w/ white skirt next to lectern, No Water Service
Open	1700-1745	Jewish Services	Valencia -ST	Theater 20, 6' table w/ white skirt next to lectern, water service
Open	1700-1745	Protestant Services	Regal -ST	Theater 20, No Water Service, No Podium

21 February- SATURDAY (Cont'd)
UOD- Day Uniform F
Evening Uniform A, W/ Bow Tie

Open	1830-1930	Reception	Grand Foyer	Flow,550, cocktails tables W/chairs
DNP	1930-2000	Holding Area for Bridge	Grand G	14
Open	2000-2300	Dinner Dance	Grand A-D	550, Tables Rds of 8 layout provided, riser for 4, Podium, with mic. ,dance floor

22 February- SUNDAY

	0800-0900	Catholic Services	Imperial -ST	Theater 50, Note: See diagram, Table w/ white skirt next to lectern, No Water Service
	0800-0900	Protestant Services	Regal - ST	Theater 25, Table w/ white skirt up-front, ,

Note: **Bold denotes open meetings.** HT = Head Table Rds = Round Tables C/C = Chief Commander Com = Committee * = Spread out as working room ** = Estimated Meals
 A = Addition D = Deletion Da = Date M = Meeting Name R = Room change S = Setup change
 T = Time Change

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