Chief Commander Lance J. Jensen, SN, convened the meeting at 1030.

Father Wilfred M. Dumm, SN, led the invocation followed by the presentation of the colors, the singing of the national anthem and the Pledge of Allegiance, led by N/F/Lt Trudy M. Brown, AP.

**Introduction of Past Chief Commanders**

P/C/C Arthur H. Farr, SN, introduced the other past chief commanders present in order of their terms as chief commander:

P/C/C Walter R. Cosdon, JN, 1972-1973 (San Fernando Valley/13)
P/C/C Robert L. Woods, SN, 1976-1977 (Saybrook/1)
P/C/C Raymond A. Finley Jr., SN, 1982-1983 (Lackawanna/4)
P/C/C Richard W. Miner, SN, 1986-1987 (Birmingham/9)
P/C/C James T. Stewart, SN, 1990-1991 (Skokie Valley/20)
P/C/C Joseph L. Kennedy, SN, 1994-1995 (St. Petersburg/22)
P/C/C L.M. Barnes III, SN, 1996-1997 (Rocky Mount/27)


C/C Jensen introduced Tony Gardiner, N, national training officer, Canadian Sail and Power Squadrons, who introduced P/C/C Doreen Hinksman, AP, and R/C John Hinksman, AP.
Presentation of Guests

N/F/Lt Brown introduced the following guests:

1. John Malatak, USCG, Office of Boating Safety, Chief of Program Development and Implementation Division
2. National Vice Commodore Viggo Bertelsen Jr., Chief of Staff and National Commodore Elect, USCGAux
3. Capt. Dave MacFarland, Marine Chart Division, NOS and Director, NOAA Office of Coast Survey
5. Harold M. (Buddy) Schantz, Charting and Mapping Division, NOAA

C/C Jensen presented a Flame of USPS Award to Harold M. (Buddy) Schantz for his untiring dedication to the success of the Cooperative Charting program over the past 15 years.

The national secretary declared a quorum present.

Report of the Committee on Rules

R/C C.A. Miller Jr., JN, chairman, announced the appointment of P/C Benjamin H. Sooy III, AP, as parliamentarian for this Governing Board Meeting and then explained the voting procedures.

R/C Miller reported that the Committee on Rules chartered Salt Lake Sail and Power Squadron/13 on 7 July 2000.

He said that ComRules is reviewing proposed depository and investment guidelines, prepared by the Finance Committee, for deposit and investment of funds by districts and squadrons.
R/C Miller said that the request from Brilliant Power Squadron to change its name to Tri-state Sail & Power Squadron will be delayed until after the D/7 council has an opportunity to approve the request.

R/C Miller presented the following amendments to the *USPS Bylaws* for approval by the Governing Board:

The Law Committee recommends the following amendment to the *USPS Bylaws* in furtherance of responsible risk management concerns:

*Section 19.8 Legal disability*

*Section 19.8.1 Notwithstanding any other provision within these Bylaws, any person who is deemed to be encumbered with a “legal disability” under the laws of his or her residence, by reason of minority [normally under 18 years of age], mental or physical incapacity, criminal conviction or any other basis, shall not be entitled to hold an elected or appointed office or committee chairmanship, or serve as a member of an elected committee within USPS or any of its districts, squadrons or auxiliaries; or to contract for, or in any way act as an agent of any such entity in connection with any activity or undertaking.*

*Section 19.8.2 Membership for persons encumbered with a “legal disability” and their participation in activities or events within any such entity shall be conditioned upon the prior consent of the parent, guardian, committee, or other legal representative of such person, together with such legal representative’s acceptance of personal and financial responsibility for the acts and omissions of such person. Further, nothing in these Bylaws shall restrict USPS, its districts, squadrons, or auxiliaries from imposing reasonable restrictions or conditions on any such person’s use of any property owned, leased or otherwise used by such.*

R/C Miller moved the amendment. Following discussion, a motion was made and ADOPTED by the Governing Board to refer the legal disability issue back to committee for further study. (00-GB-29)

The following reworded amendment is proposed to clarify the original intent of Section 8.1 of the *USPS Bylaws*:

*Section 8.1 To encourage the creation of new squadrons in areas not serviced by existing squadrons, any*
A group of active members may apply to the Operating Committee to form a provisional squadron. Such application shall be addressed to the national executive officer and shall include the area to be served, the need for a squadron, the potential for growth, the proposed name and a plan for creating the new squadron. The name of each provisional squadron shall include its geographical name followed by the words “Provisional Squadron.” Upon approval of the application, the Operating Committee may authorize the formation of a provisional squadron, subject to the approval of bylaws by the Committee on Rules. Thereafter, an organizational meeting shall be held to adopt the approved bylaws, elect officers including a commander, educational officer and secretary/treasurer, and conduct such other business as may be appropriate. USPS headquarters shall be notified of the officers elected.

R/C Miller moved the amendment and the Governing Board ADOPTED the motion. (00-GB-30)

The chief commander has recommended and the Operating Committee has approved and recommends the following amendments to the USPS Bylaws that provides for awarding family merit marks to family members who make substantial contribution of personal effort which benefits or promotes USPS:

Section 3.7.1 Family members shall not be entitled to hold any elective office, wear the uniform, fly the ensign, or earn a merit mark, but they shall be entitled to earn a family merit mark and to attend, but not vote at, any business meeting of USPS or any district or squadron.

Section 3.7.3 Family members shall be entitled to participate in social activities to the same extent as active members, and may be awarded family merit marks on the same basis that merit marks are awarded to active members.

Section 14.1 Any active member or family member of USPS, who, during the calendar year, makes substantial contribution of personal effort which benefits or promotes the interest of USPS, may be granted a merit mark award or family merit mark award, respectively, by the chief commander. Certification of merit marks and family merit marks shall be issued by the chief commander.

Section 14.1.8 Family merit marks may be converted to merit marks when a family member becomes an active member. However, the status of Governing Board member emeritus, life member or senior member shall not be awarded until a member completes 50, 25, or 5 years of active membership, respectively.
R/C Miller moved the amendment and the Governing Board ADOPTED the motion.

(00-GB-31)

R/C Miller said that ComRules has developed an index for *USPS Bylaws*. The index will be available on the USPS Web site and included in the 2001 *Operations Manual*.

Report of the Committee on Nominations

R/C Elmer F. Dreier, AP, chairman, reported that the Committee on Nominations is preparing a list of nominees for the 2001 Governing Board.

R/C Dreier said that resumes from members are vitally important to the work of ComNom. He said that an article in the October *THE ENSIGN* will explain how to locate and submit the online resume form.

R/C Dreier offered the report of the Committee on Nominations. “In accordance with the *USPS Bylaws* Section 5.5.1(3), the Committee on Nominations recommends the election of the below listed members for the balance of 2000.”

The Governing Board ADOPTED the motion to elect the following nominees:

(00-GB-32)

For General Members of the Governing Board:

<table>
<thead>
<tr>
<th>Rank</th>
<th>Name</th>
<th>City</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>D/Lt/C</td>
<td>Daniel J. Jakovich</td>
<td>Somerset</td>
<td>4</td>
</tr>
<tr>
<td>D/1st/Lt</td>
<td>Florence Smith</td>
<td>Staten Island</td>
<td>4</td>
</tr>
<tr>
<td>D/Lt/C</td>
<td>Robert G. Van Ewyk</td>
<td>Chicago</td>
<td>20</td>
</tr>
<tr>
<td>D/Lt/C</td>
<td>Gregory G. Dostal</td>
<td>St. Louis</td>
<td>30</td>
</tr>
</tbody>
</table>

The Governing Board ADOPTED a motion to appoint the following nominees:

(00-GB-33)

For members of the Law Committee:

<table>
<thead>
<tr>
<th>Rank</th>
<th>Name</th>
<th>City</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>P/C</td>
<td>David L. Allen</td>
<td>Lake Murray</td>
<td>26</td>
</tr>
<tr>
<td>D/Lt</td>
<td>Natalie E. Witty</td>
<td>Skokie Valley</td>
<td>20</td>
</tr>
</tbody>
</table>

- 5 - Governing Board Meeting 9 September 2000
Approval of the Minutes

C/C Jensen announced that the minutes of the Governing Board Meeting held on 10 June 2000 are approved as distributed.

C/C Jensen entertained a motion that the 10 June 2000 ratification of actions of the Operating Committee reflected in the subsequent minutes of its meeting held on 8 June 2000 be confirmed. The Governing Board ADOPTED the motion. (00-GB-34)

C/C Jensen entertained a motion that the actions of the Operating Committee reflected in the minutes of its meeting held on 1 July be ratified. The Governing Board ADOPTED the motion. (00-GB-35)

Report of the National Law Officer

In the absence of R/C Jack Wilson, AP, Stf/C Maurice G. Rice, AP, assistant law officer, gave the report of the national law officer. He reported that LawCom has received 136 referrals since 1 January 2000. About 60 percent were national matters and the remainder involve district and squadron matters.

Stf/C Rice said that LawCom has provided legal support for developing and finalizing the following contracts: the USCG grant for development and production of the National Safe Boating Exam, the electronic boating course contracts with BoatEd and ISI, the AS/400 computer software upgrade at headquarters, a three-year printing contract renewal for THE ENSIGN, three hotel contracts for future Governing Board meetings, state MOUs and an MOU with US Marine.

He said that LawCom has also assisted the national treasurer in evaluating USPS insurance coverage to ensure that it adequately covers activities undertaken by USPS and its subordinate units and has prepared a disclaimer statement for the VSC 204 form.

Stf/C Rice said that districts, squadrons and auxiliaries are entitled to federal exemption as subordinate units of USPS under the group exemption letter granted by the IRS. He reminded districts, squadrons and auxiliaries that they should not make individual applications to the IRS for separate recognition of tax-exempt status.

He reported that in order to preserve USPS tax-exempt status, an explanatory cover letter and an
Information Reporting and Request for Inclusion Under USPS Group Exemption form letter was developed by LawCom and mailed to all district and squadron commanders and auxiliary presidents.

Stf/C Rice said that position papers on liquor and gambling and on filing requirements for districts and squadrons relating to the IRS 990 forms have been added to the USPS LawCom Web site.

Report of the Planning Committee

R/C Frank Golle, SN, chairman, reported that the Strategic Planning Task Force (SPTF) met prior to the Fall Governing Board and drafted mission, vision and belief statements and began the process of structuring the first draft of the strategic plan. He said that the next step is to involve districts, and that district commanders will receive information from the SPTF to share with their district and squadron members. The chief commander’s representatives to the fall district conferences will collect feedback from the districts and submit it to the SPTF for integration into the master plan.

R/C Golle asked C/C Jensen to share the organizational goals in the USPS Strategic Plan:

- Net active membership growth greater than 3% per year.
- Course completions more than 22% of active members.
- Teach one public boating student per active member per year.
- Foster leadership interest throughout the organization.
- Maximize the involvement of families in USPS activities.
- Expand fellowship opportunities.
- Simplify USPS procedures.
- Increase public awareness of USPS.
- Maximize the use of information technology.

R/C Golle continued his report by outlining four PlanCom projects. The first project is simplification, and PlanCom has initiated this project with a survey of all rear commanders. The second project is setting standards, expectations or benchmarks to help USPS achieve its goals. The third project is how to identify and assist troubled squadrons. The fourth project is studying the role of districts.
Report of the Marketing Committee

R/C E. Steven Jensen, JN, chairman, reported that Trailer Boats magazine will print USPS articles on safety and seamanship.

R/C Jensen announced that an agreement has been signed with US Marine, the world’s largest producer of recreational boats as a result of the USPS Partners Program. US Marine will distribute USPS literature with the upcoming year’s boat models and will encourage its dealers to cooperate with squadrons in promoting and hosting boating classes. The company will donate $22,500 to USPS for the betterment of boating education that will be used for expenses related to the electronic basic boating course. He said that further details of the US Marine agreement are available on the USPS Web site and in future THE ENSIGN articles.

He said that USPS representatives will attend Boating Week, the largest gathering of marine builders and retailers in the world.

R/C Jensen reported that USPS has received a letter from King Features granting permission to use an image of Popeye and his family to promote the VSC program. He said that the Marketing Committee is preparing a grant application to the USCG to obtain several thousand standup Popeye images for use by USPS squadrons and USCGAux flotillas.

R/C Jensen announced that the USCG grant for the National Boating Safety Exam has been secured, the script has been approved, and filming will begin in approximately one week.

Report of the Finance Committee

R/C Dan Stein, SN, chairman, reported on four items of interest: the current status of USPS investments, the status of the Members and Endowment funds, financial results versus year-to-date budget and a short discussion of the year 2001 budget including a motion for its approval.

R/C Stein said that the Finance Committee had reinvested $365,000 of USPS fixed income investments in certificates of deposit during August. The interest rate increased from the prior 6.35 percent on 11-month maturities to 7.34 percent on 25-month maturities.

He reported that the investment mix at the end of August was 66 percent equities and 34 percent fixed-
income investments with a return of 15.4 percent for the fiscal year to date.

R/C Stein said that the Finance Committee is responsible for approximately $2.8 million, including the Members Fund and the Endowment Fund, with approximately $1.8 million invested in mutual funds.

He said that there had been limited donation activity in the Members Fund and the Endowment Fund since the Grand Rapids Governing Board and that the current balance in the Member’s Fund is approximately $116,062 and $62,883 in the Endowment Fund. He encouraged members to remember these funds when planning year-end gifts or estate distributions.

R/C Stein reported that revenues exceed expenses by $98,000 as of 31 August, nine months into the fiscal year 2000 budget.

He presented the proposed budget for the fiscal year ending 30 November 2001. He said that the proposed budget reflects revenues and expenses of $2,230,601, or an increase of 1.6 percent over the current budget. The primary change in the proposed budget is a modest increase in income from the new electronic boating course. He reported that the Finance Committee has reviewed the 2001 budget and believes that it can be funded. He then moved the adoption of the 2001 budget and the Governing Board ADOPTED the motion. (00-GB-36)

**Report of the National Treasurer**

V/C Doug Kerr, SN, said that he agreed with the report of the Finance Committee.

V/C Kerr reported that the nonrenewal rate for 2001 dues was approximately 16 percent. He said that the 2001 budget approved by the Governing Board was based on a certain level of membership, and he encouraged all squadrons to increase boating class sizes and membership.

He updated the Governing Board on the experimental credit card program with Sarasota Power Squadron. He said that the program is going very well and that Sarasota Power Squadron has reported an increase in new members who were able to use a credit card and may not have joined otherwise.

V/C Kerr reported that development costs for the electronic boating course in the amount of $147,000 have been fully funded by grants and that no USPS operating funds will be used. He said that funds or commitments for the electronic boating course had been received from the following: USPS Educational Fund - $71,000, USCGAux - 9 - Governing Board Meeting 9 September 2000
- $30,000, US Marine - $22,500, St. Paul Insurance - $12,500, McGriff, Seibels and Williams - $12,500, and Brasfield and Gorrie, general contractors, - $1,000.

He reported that contracts to develop and produce the electronic boating course are ready to be signed and that an MOU with the USCGAux on the mechanics of the joint project is under development.

The national treasurer announced a program available to USPS members who are General Motors employees. A General Motors employee who donates 50 hours of work to USPS in a single year can apply for and receive a $250 donation to the member’s squadron.

V/C Kerr discussed a D/28 resolution for a multiyear dues structure. He made a motion, with the concurrence of the D/28 commander, to delay a recommendation until the January 2001 Annual Meeting. The Governing Board ADOPTED the motion. (00-GB-37)

The chief commander announced an attendance of 732.

Report of the National Secretary

V/C Ernest G. Marshburn, SN, introduced the headquarters staff members in attendance at the meeting: Mary Catherine Berube, headquarters director; Lena Padro, manager, membership services; Kathy Kesterson, manager, administrative services; and Yvonne Hill, editor, THE ENSIGN.

V/C Marshburn said that the Secretary’s Department continues to promote several core principles, including providing customer service, simplifying business processes and enhancing communications with USPS members.

The national secretary reported that the joint Secretary’s/Treasurer’s Handbook is near completion and should be available by the 2001 Annual Meeting.

He said that headquarters is maintaining a database of certified vessel examiners (VE) and data from the 204 forms, including the VE certificate number, the date of the inspection and the vessel registration number.
The updated *Operations Manual* is in final review and near publication.

V/C Marshburn said that in order to fulfill USPS' commitment to information privacy, the Information Technology Committee had prepared a USPS electronic information policy for approval by the Governing Board. V/C Marshburn moved approval of the electronic data policy as distributed with one minor word deletion, and the Governing Board ADOPTED the motion. (See attachment #1) (00-GB-38)

The Information Technology Committee is now developing a Web site containing an archive of USPS Operating Committee minutes.

The Historian’s Committee continues to collect history updates and has received 298 district and squadron histories in 2000.

V/C Marshburn announced that the Ship’s Store now has an e-commerce Web site available at www.usps.org/national/shipstore/. This Web site provides a way for USPS members to shop and purchase Ship’s Store items electronically.

THE ENSIGN Committee is soliciting more advertising, and a new advertising and marketing campaign is being developed that will include a reader survey.

**Report of the National Administrative Officer**

V/C G. Leslie Johnson, SN, began his report by requesting the Flag and Etiquette Committee to present its report.

R/C Lew Ward, SN, chairman, Flag and Etiquette Committee recommended approval of the Norman Provisional Squadron/31 burgee to the national administrative officer.

R/C Ward said that FECom will propose a family merit mark insignia for approval at the 2001 Annual Meeting.

He said that results from the uniform survey will be printed in the October THE ENSIGN. He told members it is recommended that they wear the VSC uniform when performing vessel safety checks, but that the lack of a uniform should not preclude performing vessel safety checks. He reported that the uniform cap is now
approved by FECom as completely optional for anything other than ceremonial purposes.

V/C Johnson continued his report by announcing that there are 47 squadron auxiliaries with 1,653 members. The Covina Squadronettes received the Auxiliary Committee Membership Enhancement Award during 2000.

He reported that the 2000 Port Captains Roster and Guide is available at headquarters.

V/C Johnson announced that he had approved the Norman Provisional Squadron/31 burgee, conditional upon receipt of its squadron charter.

The NAO encouraged members to review the videotape presentation by Dr. Lynn Appleton, which was taped during the Member Involvement Committee seminar at the 2000 Annual Meeting. The Member Involvement Committee has produced a Mentoring Handbook that can be downloaded from the USPS Web site.

V/C Johnson said that there were 28 posters representing 17 districts in this year’s Youth Poster Contest and announced the winners. Ages 6-10; 3rd place (tie) - Samantha Kazanecki, Great South Bay/3 and Wendy Jarvi, Saginaw Bay/9; 2nd place - Jesse Beth Stuber, Oklahoma City City/31; 1st place - Casey Ulrich, Venice/22. Ages 11-14; 3rd place - Darrell Austin Gramm, Tres Rios/13; 2nd place - Angela Jarvi, Saginaw Bay/9; 1st place - Tosha Loreane Libby, Oklahoma City/31. The theme for the 2001 Youth Poster Contest is “Think Family Safety, Boat Smart from the Start.”

He encouraged squadrons to participate in the Membership Involvement Committee Award (MICA.)

V/C Johnson then called on P/C/C Raymond A. Finley Jr., SN, to present the 2000 winners of the Shipping Over Trophy, an award given to the district with the highest retention rate. The top six districts are:

First place: D/18 - 85.44 percent (third year)
Second place: D/11 - 84.21 percent
Third place: D/6 - 84.15 percent
Fourth place: D/12 - 83.09 percent
Fifth place: D/7 - 82.88 percent
Sixth place: D/2 - 82.65 percent
The NAO reported that membership numbers have increased over the last eight months as compared to last year. He said that although the nonrenewal rate was 16 percent, USPS retained 300 more members in the renewal process than last year.

V/C Johnson said that the Governing Board had previously approved Pittsburgh, Penn. as the site for the Spring 2004 Governing Board. He then moved that the Governing Board approve the Hilton Hotel at a room rate of $110/day for the 2004 Spring Governing Board and the Governing Board ADOPTED the motion. (00-GB-39)

He announced that the Omni Rosen, the site for the 2001 Annual Meeting, has changed its name to the Rosen Centre.

The NAO said that 25 bar-coded FirstUSA® enrollment applications were mailed to all squadrons. Squadrons will earn $25 for each approved application.

He encouraged members to take advantage of the travel discounts for Governing Board meetings listed in THE ENSIGN. USPS receives credits toward airline tickets for all reservations made using the published discount reservation numbers.

V/C Johnson reported that the USPS insurance program is doing very well and that the renewal rate is 89.5 percent, an increase of 6 percent over last year.

Report of the National Educational Officer

V/C James E. Roeber, SN, said that the Grand Rapids Governing Board approved a change in terminology in how a member who has passed all advanced grades and elective courses is orally referred to from “Full Certificate” to “Senior Navigator.” With the support and approval of the Flag and Etiquette Committee and the full concurrence of the Operating Committee, V/C Roeber offered the following motion: That SN be defined as the official written designation for a USPS Educational Achievement Award holder (now called Senior Navigator), to be written as a grade designator following the member’s name, and that N (N underlined) continue to be an acceptable alternative. The Governing Board ADOPTED the motion. (00-GB-40)

V/C Roeber reported that the National Association of State Boating Law Administrators (NASBLA) sets the minimum education standards and certifies boating safety courses that meet or exceed those minimum education standards. NASBLA certification for the Squadron Boating Course® and Boat Smart® expires at the end of this year.
year. V/C Roeber said that USPS boating courses have been updated and approved by NASBLA for three years. New course materials are being printed.

The NEO said that new student manuals for the Squadron Boating Course® 2001 and Boat Smart® 2001 will be available at headquarters in time for boating classes that will begin in late fall and end any time after 1 January 2001. One free copy of each of these student manuals will be sent to each DEO and SEO in late October.

He reminded squadrons that NASBLA certification of USPS boating courses is predicated on a squadron including its own state-specific materials during instruction and in the final exam. The MOU with NASBLA and MOUs with various states require that state-specific information be included in all USPS boating courses.

V/C Roeber announced that headquarters will ship computer-generated random exams for Piloting, Seamanship and all elective courses this fall. He explained that the exam question booklets and answer sheets will be preidentified for a specific student and that the exam and corresponding answer sheet cannot be used by any other student. He asked that all exam administrators follow the instructions on the updated ED-17 form that is enclosed with all exam shipments.

He reminded SEOs that students may now retain their exam question booklet for Seamanship and all elective courses.

V/C Roeber said that development and implementation of an electronic boating course is underway. He said that the USCGAux formally endorsed its partnership with USPS at its national meeting. USPS is on a fast track for both the Internet and CD-ROM versions of the electronic boating course.

The NEO reported that since the June Governing Board, the Operating Committee had approved the passing of the American Sailing Association Basic Keelboat Sailing Course proctored final exam as satisfying the educational requirements for USPS membership. There are now 15 non-USPS courses whose proctored final exams are accepted as meeting requirements for USPS membership.

V/C Roeber reported that for the educational year ended 30 June 2000, as compared with the previous year, advanced grades course completions are up 13.5 percent, elective courses are up slightly, new educational proficiency awards are up 2.2 percent and new educational achievement awards are up 5.7 percent. He encouraged squadrons to keep up the good work.

In closing, V/C Roeber challenged all members to either teach or take a USPS course during the coming
Report of the National Executive Officer

V/C Theodore H. Smith, SN, reported that the ad hoc New Squadron Development Committee has been very active during the summer. Three new provisional squadrons have been approved including Big Lake Provisional Squadron/5, Lakes Region Provisional Squadron/19, and North Strand Provisional Squadron/26. There are nine provisional squadrons working toward their squadron charters and four groups that could possibly be requesting provisional status over the next few months.

V/C Smith stated that questions had been raised concerning submission of merit marks for provisional squadron members. He said that provisional squadron commanders or leaders should submit merit mark recommendations to the appropriate area monitor of the district to which the provisional squadron is assigned for administrative purposes.

The NXO further stated that provisional squadron members and provisional squadrons may perform work for the Cooperative Charting program and achieve honor roll status. Provisional squadrons are not required to participate in the Cooperative Charting program in order for districts to be eligible for the Cooperative Charting honor roll.

The NXO congratulated Salt Lake Sail and Power Squadron for its efforts in becoming a chartered squadron.

V/C Smith congratulated District 14, Northern New Jersey Sail and Power Squadron/4 and Narragansett Bay Power Squadron/14 on their 50th anniversaries.

The NXO stated that the Bowsprit Award is given to qualifying districts that show yearly growth in total active membership, boating course registrations, squadron educational program graduates and active-member retention. He said that 19 districts qualified for the 2000 Bowsprit Award. They are: districts 5, 7, 9, 10, 12, 14, 15, 16, 17, 18, 20, 22, 25, 26, 27, 29, 30, 31 and 32. The chief commander has appointed P/R/C Robert A. Keller, SN, as the special administrative assistant to the national executive officer to administer the Bowsprit program.

The Cooperative Charting Committee reports that the Adopt-A-Chart Program has been very successful since its beginning in 1997. As of 1 September 2000, 111 squadrons representing 26 districts have provided...
corrections to approximately 109 charts. The committee continues to work with NOAA to develop a computer-generated online Cooperative Charting reporting program. This program is to be designed to allow for easier and quicker submission of chart and geodetic correction and recovery data.

The Legislative Committee reports that USPS safe boating education MOUs stating a working relationship between USPS and 29 states have been signed and two more are near completion.

The Public Relations Committee has produced a four-page document entitled “Who we are and What we do,” which is available from headquarters at no charge. The document briefly describes USPS educational courses, civic and social activities, and history. It is designed to provide information for press releases and outside groups interested in USPS.

V/C Smith reminded squadrons that cooperative advertising funds are available to districts for distribution to squadrons based on 50 percent of dollars spent to promote USPS boating courses.

The National Safety Committee will work with the Personal Watercraft Industry Association (PWIA) on a joint awards program that recognizes the best personal watercraft safety ideas. The awards will be presented at the International Boating Week Safety Summit in April 2001.

V/C Smith called on P/R/C Bob Green, N, to report on the National Safe Boating Exam and OpSail 2000. P/R/C Green reported that a one-hour show is in production for the Speedvision and Outdoor Life Television Network to be aired in May 2001 during National Safe Boating Week. He said that OpSail 2000 was a great success and thanked all those that helped make it a success. He presented plaques to C/C Jensen from the USCG and the captain of the New York harbor in appreciation of USPS’ contribution to OpSail 2000. He announced that 40 boat banners used during OpSail 2000 are available for $145 each, plus shipping, by contacting headquarters.

Report of the Past Chief Commander

P/C/C Arthur H. Farr, SN, presented the actions of the 7 September 2000 Operating Committee Meeting to the Governing Board and moved for ratification of the actions.

1. A motion to present a Life saving Award to Lt Donald D. Walwer, JN, Naples/22.

2. A motion to ratify the previous OCOM approval of provisional squadron status for North Strand Squadron/26, and to assign it to D/26 for administrative purposes subject to its provisional squadron bylaws.
being approved by the Committee on Rules.

1. A motion to ratify the previous OCOM approval to add color graphics to the 2001 Squadron Boating Course student manual.

2. A motion to ratify the previous OCOM approval to order a two-year supply of the 2001 Boat Smart and the 2001 Squadron Boating Course student manuals.

3. A motion to print 15,000 new member packets at a cost of approximately $21,150.

4. A motion to ask the Governing Board to approve Pittsburgh as the location for the Spring Governing Board on 12- 6 May 2004 at the Hilton Hotel at a rate of $110/day.

5. A motion to approve payment of nonbudgeted expenses related to the electronic boating course that are covered by project grants.

6. A motion to support obtaining insurance coverage for nonmember on-the-water activities, at a premium rate not to exceed $10,000 annually.

7. A motion to investigate the feasibility of a second art project.

8. A motion that directed the USPS ad hoc Vessel Safety Check Committee to refrain from seeking, and to decline all requests for, any separate agreements with the states or others respecting the VSCP, and that directed that all such matters should be referred to the USCGAux. (OC-00-104)

9. A motion to acquire 5,000 VSC manuals and 25,000 VSC decals.

The Governing Board RATIFIED the actions as read. (00-GB-41)
C/C Lance J. Jensen, SN, began his report by saying that he is enthused and excited by all the new and positive things that are happening in USPS and thanked all USPS members who are making it possible.

C/C Jensen said that less than two years ago serious efforts were begun to find ways to create new squadrons where none had previously existed. He said that through these efforts the concept of provisional squadrons was developed. He reported that six new squadrons were formed in six months and that one squadron was chartered with more than 100 members and one was chartered in 73 days with more than 90 members.

The chief cited an example of what can happen when an opportunity arises. A US Marine employee took a boating class from Everett Power Squadron/16, was impressed with the course and said that US Marine might be able to help USPS publicize its courses. Because the course instructor and commander acted on this opportunity, an MOU was signed with US Marine and a very generous contribution was made to support USPS' boating education programs.

C/C Jensen commented that since the creation of the Marketing Committee, USPS has been reaching out to others in the boating industry, seeking recognition, support and partnerships. He said that these outreach efforts are working because many boating industry members are now seeking out USPS and looking for ways in which they might partner with us to our mutual benefit. He said that some of these proposals are clearly beneficial to USPS, and others are not.

The chief said that USPS needs the tools to help identify which proposals should be accepted or rejected. He said that the need for better decision-making tools is partly responsible for the creation of the Strategic Planning Task Force. The strategic plan that results from the efforts of the SPTF will be the primary tool to help judge the benefits of proposed projects. He encouraged input for the strategic plan from all levels of USPS and from all geographic areas where USPS has a presence.

C/C Jensen said that the VSC program is a highly worthwhile volunteer activity that contributes directly to increased safety on our waterways. He said that the VSC program also has the added benefit of putting the vessel examiner in contact with a fellow boating enthusiast who may be in need of USPS education.

The chief reported on his attendance at the USCGAux annual meeting in Kansas City. He said that during this meeting a new national commodore was elected who is also a member of USPS. A second significant thing that happened at the Auxiliary meeting was the formal approval of the joint development of a new electronic boating
course. He said that the electronic boating course will help USPS reach far more boaters annually and will bring them into contact with squadrons and flotillas all across the country.

C/C Jensen closed by thanking all members at every level who are working for the betterment of USPS and encouraged all to keep up the good work.

**Report of the ad hoc New Squadron Development Committee**

P/R/C Frank Penny, SN, chairman, reported that the six new squadrons chartered during 2000 are in districts 10, 13, 26, 27 and 31 with a total of 450 members. He reported that several groups are working toward provisional squadron status in districts 5, 9, 15, 19, 26, 31 and 33. P/R/C Penny said that a manual on how to develop a new squadron is available at headquarters.

**Report of the ad hoc Vessel Safety Check Committee**

P/D/C Luis Ojeda, JN, chairman, reported that there are now approximately 600 vessel examiners who have performed approximately 4,000 inspections. He said that about 40 percent of boats failed the initial inspection and that without USPS members performing these inspections, 1,600 vessels may have been launched with potentially dangerous problems. P/D/C Ojeda also pointed out that the VSC program is a great membership recruiting tool. He reported that the USCG is providing 100,000 brochures explaining the VSC program and 25,000 window stickers that will be available at headquarters. The USCG is also providing 500 CD-ROMs that include a 150-slide PowerPoint® presentation, the VSC manual, a sample 204 form, a sample exam, an instruction guide and an instructor’s plan. One CD-ROM will be mailed to each squadron. P/D/C Ojeda also said that a certificate of acknowledgment will be mailed from headquarters to all qualified vessel examiners. He reported that vessel examiners will be eligible for a merit mark the year they are certified and will be eligible for subsequent merit marks by performing 10 inspections each year.

**Report of the Educational Fund**

Thomas Butler, chairman, reported that total grants awarded in 2000 were $74,550, bringing the total of grants awarded since the fund’s inception to over $900,000. He said that the balance in the fund is $1.7 million. He reported that contributions are down. During 1999, 312 squadrons and nine districts received honor roll status by contributing $1 per member, but only 150 squadrons and no districts have qualified thus far this year. He reminded treasurers that the deadline for contributions to qualify for honor roll status is 30 November.
The chief commander adjourned the meeting at 1550 after Father James C. Biegler, SN, delivered the benediction and the colors were retired.

V/C Ernest G. Marshburn, SN
National Secretary
Governing Board Meeting  
9 September 2000  
ACTION SUMMARY

• A motion to refer the legal disability issue back to committee for further study. (00-GB-29)

• A motion to reword and clarify the original intent of Section 8.1 of the USPS Bylaws.  
  (00-GB-30)

• A motion to amend the USPS Bylaws to provide for awarding family merit marks to family members. (00-GB-31)

• A motion to elect general members of the Governing Board. (00-GB-32)

• A motion to appoint members of the Law Committee to the Governing Board.  
  ○ (00-GB-33)

• A motion that the 10 June 2000 ratification of actions of the Operating Committee reflected in the subsequent minutes of its meeting held on 8 June 2000 be confirmed.  (00-GB-34)

• A motion to ratify the actions of the 1 July 2000 Operating Committee as reflected in the minutes of the meeting. (00-GB-35)

• A motion to approve the 2001 budget. (00-GB-36)

• A motion to delay a recommendation on the D/28 resolution until the January 2001 Annual Meeting. (00-GB-37)

• A motion to approve the electronic data policy. (00-GB-38)

• A motion to approve the Hilton Hotel at a room rate of $110/day for the 2004 spring Governing Board.  
  (00-GB-39)
• A motion that “SN” become the official written designation for a USPS Educational Achievement Award holder (now called “Senior Navigator”), to be written as a grade designator following the member’s name, and that \textbf{N} (N underlined) continue to be an acceptable alternative. (00-GB-40)

• A motion to ratify the actions of the 7 September 2000 Operating Committee. (00-GB-41)
USPS policy on electronic data needs to balance existing policies developed for paper records and the realities of instantaneous
world-wide data sharing. We see seven pieces in this puzzle:

i. we must continue to respect member privacy and extend the same courtesy to non-members;
ii. we will not seek financial gain from our USPS membership, nor will we allow others to do so;
iii. we seek to educate the boating public and invite them to join our ranks;
iv. access to our wealth of training materials is generally reserved for members;
v. there are practical limits of computer technology -- any system can be defeated;
vi. authorized USPS officers need access to information to do their jobs; and
vii. USPS officers have a wide range of computer skills, and sometimes no computer skills at all.

We believe these principles call for different procedures, depending on the data involved and the needs of typical users for that
type of information.

The USPS Web Site

Non-members: USPS will collect non-identifying information to improve public use of the Web site. USPS will collect e-mail
addresses of non-members in order to reply by e-mail reply, but only for that purpose. Non-members should be able to obtain
information about USPS, its squadrons, and its classes and other public service activities.

Members: Members should have access to a broad range of information about USPS at the National, District, and Squadron
levels. Access to the members' area will be restricted to members of USPS and CPS through the use of membership numbers.
Members may include their e-mail addresses and other information in an online directory if they wish, but this information will
not be collected routinely.

Financial: Members may choose to order products or renew membership online using a credit card. Secure data transmission
methods will be used for these transactions. Credit card information will be sent directly to headquarters for billing the credit
card. No other access will be permitted.

Membership Records

Access must be restricted to USPS members and HQ Staff. Users must identify themselves on entering this section. The
identification will be used to select the set of records that can be accessed by that user: members may only review their own data.
Squadron officers may see the data for their own squadron members and place orders against squadron accounts. District officers
should have corresponding rights for their district. National officers may access and use member record data in connection with
the composition and activities of their respective national committee, or the duties and responsibilities of their respective national
office. Headquarters will continue to support local units and national committee members without computer access.

The ability to change records must be controlled:

- Members should be able to change their personal contact information such as address and phone number.
- Squadron secretaries / squadron membership records chairs should be able to change member contact information for their
  squadron members, and may update information developed at the squadron level, such as current rank/office held.

Information that is significant at the National level:

- merit marks and the related member designations (Senior, Life, GB Emeritus)
- educational course completions
- membership category (new members, changes of membership status, Sustaining Member)

will be entered by headquarters staff ONLY. Headquarters will also enter renewals, squadron transfers, and other
changes submitted from squadrons without computer access.

Public disclosure of member information

Squadron, district and auxiliary Web sites and other publications should be sensitive to the privacy expectations of our members.
Member addresses, e-mail addresses, and telephone numbers should not be published in any medium, printed or electronic,
without the prior consent of the affected member.

Duties for members having access to membership information

Members ending a term of office are expected to turn all records over to their successors; this includes membership records in
both paper and electronic form. Members having control of membership lists (paper or electronic) are expected to observe the
"no commercial use" policy expressed in the USPS Bylaws and Operations Manual. All USPS members should be alert to attempts to exploit these lists for commercial use.

**Continuing Awareness on Electronic Security**

The Information Technology Committee will continue to seek appropriate and reasonable methods to both safeguard member privacy and enable easy member usage of USPS electronic data.