The Operating Committee of United States Power Squadrons met on 1 July 2000 at the Newark Airport Marriott Hotel, Newark, N.J.

Members present:

- C/C Lance J. Jensen, N
- V/C Theodore H. Smith, N
- V/C James E. Roeber, N
- V/C G. Leslie Johnson, N
- V/C Ernest G. Marshburn, N
- V/C G. Leslie Johnson, N
- R/C E. Steven Jensen, JN
- R/C Dan Stein, N
- R/C Elmer F. Dreier, AP
- R/C C.A. Miller Jr., JN
- R/C Frank Golle, N
- R/C John P. Wilson, AP
- P/C/C Arthur H. Farr, N

Guest present: Mary Catherine Berube

**Report of the Chief Commander**

C/C Lance J. Jensen, N, called the meeting to order at 0830, and P/C/C Arthur H. Farr, N, delivered the invocation.

C/C Jensen entertained a motion to present a “Flame of USPS Award” at the 2000 fall Governing Board meeting and the OCom ADOPTED the motion. (00-OC-77)

C/C Jensen reported that he will participate in a Vessel Safety Check (VSC) seminar, with the USCGAux at the International Boating Water Safety Summit next year and discuss detailing USPS experiences in getting the VSC program up and running.

The chief commander announced that effective with the Baltimore Governing Board meeting, spring and fall Governing Board meetings will begin at 1030.

C/C Jensen discussed the unofficial OCom recaps that are posted on the Power Squadrons Mailing List (PSML). These recaps provide an opportunity to explain items discussed at OCom meetings prior to publication of the official minutes. The Secretary’s Department will create a subscription list for unofficial OCom recaps on the
USPS Web site.

The chief entertained a motion to approve the USPS Partners Program contract with US Marine, contingent upon LawCom approval. The OCom ADOPTED the motion. (00-OC-78)

C/C Jensen entertained a motion that, contingent upon completion of the contract, the funds received from US Marine will be used for expenses related to the electronic basic boating course. The OCom ADOPTED the motion. (00-OC-79)

Report of the National Executive Officer

V/C Theodore H. Smith, N., announced that he received a request from a group in New Hampshire requesting provisional squadron status and that they had met all requirements for provisional status except for adopting and submitting their provisional squadron bylaws to the Committee on Rules chairman for approval. He made a motion to authorize provisional squadron status for Lakes Region Provisional Squadron, subject to ComRules approving its provisional squadron bylaws, and that it be assigned to D/19 for administrative purposes. The OCom ADOPTED the motion. (00-OC-80)

V/C Smith reported that one new provisional squadron had been approved by the OCom since the June meeting. The OCom ADOPTED a motion to ratify the previous OCom approval of provisional squadron status for Big Lake Provisional Squadron, subject to ComRules approving its provisional squadron bylaws, and that it be assigned to D/5 for administrative purposes. The OCom ADOPTED the motion. (00-OC-81) The OCom requested that this provisional squadron reconsider its proposed squadron name as to its local and national geographical meaning.

The OCom ADOPTED a motion to waive the *USPS Bylaws* requirement of 25 active members in order that the Committee on Rules chairman can consider chartering the Salt Lake City Sail and Power Squadron. (00-OC-82)

The OCom ADOPTED a motion to approve provisional squadron status for Salt Lake City Provisional Squadron and that it be assigned to D/13 for administrative purposes. (00-OC-83)

The OCom ADOPTED a motion to establish a procedure by which the OCom may discuss and vote via e-mail on issues deemed appropriate by the chief commander and ratify the vote at the next OCom meeting. (00-OC-84)

V/C Smith said that the Marine Chart Division of NOAA will take over NOAA’s role in the USPS
Cooperative Charting program. The Cooperative Charting Committee is continuing to work with NOAA to develop a computer-generated Cooperative Charting reporting program.

The Legislative Committee reports that a Memorandum of Understanding (MOU) with Hawaii is near completion and that MOUs with Missouri and Puerto Rico are in progress.

V/C Smith said that the Public Relations Committee is focusing on assisting districts and squadrons with public relations activities. PRCom will begin sending information to districts and squadrons to bring them up to date on PRCom activities, including copies of PRCom meeting minutes, the PRO catalog and newsletters. He reported that the date now used to determine the official number of district members for the PR Cooperative Advertising Program is 1 March.

V/C Smith reported that Arizona is forming Arizona Safe Boating Council, Inc., as a result of MOUs between USPS, the USCGAux and the Arizona Game and Fish Department. Arizona does not have its own public safe boating course and it is believed that this combined effort will be beneficial to our common goals of educating the public in safe boating.

Report of the National Educational Officer

V/C James E. Roeber, N, reported that contracts are being finalized with the appropriate vendors for the electronic basic boating course. The Educational Department is reviewing Boat Smart® to identify specific subject matter including text and graphics to be provided to Boat Ed for inclusion in the electronic basic boating course.

V/C Roeber discussed the June Governing Board’s approval to change the spoken reference for an Educational Achievement Award holder from “Full Certificate” to “Senior Navigator,” and said that it is appropriate to change the commonly-used written designation from “FC” to “SN.” A motion was made to include in the notice to the fall Governing Board Meeting 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 OCom ADOPTED the motion. (00-OC-85)

The NEO discussed boating course materials being updated to meet revised NASBLA education standards. A motion was made that the OCom authorize the NEO to issue an Educational Department Notice (EDN) permitting the return-for-credit by no later than 30 September 2000 of any current-edition manuals (in new, resalable condition) for the Boating Course®, Boat Smart®, and Jet Smart®, regardless of when purchased, and the return-for-credit by no later than 31 October 2000 of any such manuals purchased on or after 1 August 2000. The OCom ADOPTED the motion. (00-OC-86)
The NEO made a motion that the passing of the American Sailing Association Basic Keelboat Sailing Course proctored final examination be accepted as satisfying the educational requirement for USPS membership. The OCom ADOPTED the motion. (00-OC-87)

The OCom ADOPTED a motion to establish a selling price of $20 each for duplication of additional copies of the boating course video as modified for Boat Smart®. (00-OC-88)

**Report of the National Administrative Officer**

V/C G. Leslie Johnson, N, reported that 25 new FirstUSA® applications have been mailed to each squadron. Subsequent orders placed by headquarters will be in batches of 1,000 based on requests from squadrons for additional applications.

The Member Involvement Committee is preparing a sample letter to nonrenewals that will be mailed to squadron treasurers for their use.

The NAO said that the Membership and Member Involvement committees are considering an idea to automatically bill this year’s nonrenewed members again next year.

The NAO said that the National Meetings Committee reports that some future Governing Board meeting hotel contracts require charging $35 per display table per day, including those used for USPS committees and outside vendors. In addition, the National Meetings Committee will consider offering an “early pay” discount to members for outings associated with Governing Board meetings.

**Report of the National Secretary**

V/C Ernest G. Marshburn, N, announced that 10,000 additional VSC 204 forms are being printed and have been modified to include a disclaimer and the signature of the vessel owner. A motion was made to ratify the previous OCom approval to reprint 10,000 copies of the VSC 204 form at a cost of $1,200. The OCom ADOPTED the motion. (00-OC-89)

V/C Marshburn said that headquarters will affix mailing labels and mail nautical chart surveys on behalf of NOS to approximately 1,500 USPS senior navigators. NOS will assume all costs for this mailing.

The national secretary reported that the Information Technology Committee is working with LawCom to
complete the purchasing contracts required to procure the software that will Web-enable the AS/400, with installation anticipated in late summer. ITCom has also released the new BDU (biographical data upload) 2000 application and is currently testing modified versions of the USPS merit mark software.

**Report of the National Treasurer**

V/C Doug Kerr, N, discussed funding for the electronic basic boating course and plans to contact additional sources for funding.

The national treasurer has contacted the USPS insurance agent for clarification of the USPS on-the-water liability insurance policy.

The national treasurer will review the current liability coverage amount of the USPS insurance policy and make appropriate changes.

V/C Kerr reported that appropriate amendments have been made to the USPS insurance policy regarding districts and squadrons selling liquor.

The national treasurer will report to the Baltimore Governing Board that further study of the D/28 resolution allowing for a multi-year dues structure is necessary and that he will report on this resolution at the 2001 Annual Meeting.

V/C Kerr clarified the intent of the previous OCom approval to seek a sales tax exemption in Florida, stating that he with the assistance of the law officer, is currently exploring the feasibility of, not automatically seeking, a sales tax exemption in Florida.

The national treasurer reported that receipts from the 85th anniversary artwork project totaled $1,300 during May 2000 with sales now totaling $90,000.

V/C Kerr reported that the experimental credit card system with Sarasota Power Squadron is now in place and that two new members paid their dues with a credit card.

**Report of the Committee on Nominations**

R/C Elmer F. Dreier, AP, chairman, reported that ComNom is preparing the list of nominees for inclusion in the notice to the 2000 fall Governing Board meeting.
R/C Dreier said that 38 resumes have been received via the ComNom online resume form.

Report of the Finance Committee

R/C Dan Stein, N, chairman, reported that USPS investments have shown a gain of 10.5 percent from 30 November 1999 to 27 June 2000.

R/C Stein distributed a first draft for review by OCom of the Depository and Investment Guidelines for Squadrons and Districts of USPS.

Report of the Committee on Rules

R/C C.A. Miller Jr., AP, chairman, presented the proposed *USPS Bylaws* amendments for inclusion in the notice to the fall Governing Board meeting.

Report of the National Law Officer

R/C John P. Wilson, AP, reported that 117 items had been received or initiated by LawCom for review, advice or assistance during the period from 1 January to 30 June 2000.

R/C Wilson said that LawCom continues to be actively involved in providing legal support in connection with developing/finalizing the following: a standard multifaceted MOU for the USPS Partners Program, the requisite formal agreements for the U.S. Coast Guard’s grant award of $206,000 for conducting a USPS National Safe Boating Quiz in May 2001, and the contractual arrangement with ISI and BoatEd respecting the planned joint USPS/USCGAux electronic basic boating course.

The national law officer recommended reviewing the coverages and exclusions that exist under the current USPS Directors and Officers and Commercial General Liability insurance policies to compare them with the indemnification obligations under *USPS Bylaws*, Article 18.

R/C Wilson presented the final text of an amendment to the *USPS Bylaws* that will restrict the activities and authority of any member encumbered with a legal disability under the laws of his or her state of residence that will be considered at the fall 2000 Governing Board. He then moved that ComRules determine appropriate numbering for and arrange for its publication in the notice of the meeting, and the OCom ADOPTED the motion. (00-OC-90) He further stated that LawCom would draft additional provisions for the USPS membership application to incorporate the required consent and acceptance of responsibility preconditions for use after the amendment has been adopted.

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Upon the national law officer’s recommendation that a standardization of procedures was needed for the development of MOUs and MOAs involving USPS, the OCom requested LawCom to draft proposed guidelines respecting the initiation, formulation, processing, liaison/coordination, review, approval and execution of any memorandum of understanding/agreement sought to be entered into between USPS and any governmental, commercial, nonprofit or private agency, organization, association or other entity.

R/C Wilson moved that the OCom, with the approval of the chief commander, appoint D/Lt Natalie E. Witty, AP, Skokie Valley/20 and P/C David L. Allen, JN, Lake Murray/26 to fill two LawCom vacancies on an interim basis until the fall 2000 Governing Board. The OCom ADOPTED the motion. (00-OC-91)

Report of the Marketing Committee

R/C E. Steven Jensen, JN, reported that the Marketing Committee is working with the LawCom to develop a standardized MOA for use with the USPS Partners Program and other alliances. The committee is also exploring the possibility of a corporate membership program.

R/C Jensen said that BoatU.S. has distributed a news release promoting its discount offer in support of the VSC Program that prominently mentions USPS’ involvement in the program.

The OCom ADOPTED a motion to spend up to $3,000 to produce graphics for a second Public Relations and Marketing committees booth, which was donated by a member. (OC-00-92)

Report of the Planning Committee

R/C Frank Golle, N, chairman, reported on plans to start providing monthly status reports on the Bowsprit Program to district commanders on 1 July 2001, which coincides with the next program starting date.

R/C Golle said that the Planning Committee met with five district commanders to discuss how to help troubled squadrons and the committee is working on a model document for districts that will provide guidance to troubled squadrons.

He reported on the Planning Committee’s suggestions on how to better recognize life members at the Annual Meeting. The Operating Committee supported recommended changes to the time and manner of new life member awards in order to better recognize the tremendous contributions of these members.
The OCom ADOPTED a motion to allocate up to $6,000 to reimburse travel and one night's lodging expenses, in accordance with the present national reimbursement policy, for members of the Strategic Planning Task Force at the 2001 Annual Meeting. (OC-00-93)

C/C Jensen adjourned the meeting at 1545.

V/C Ernest G. Marshburn, N
National Secretary
Operating Committee
1 July 2000
Action Summary

• A motion to present a “Flame of USPS Award” at the fall 2000 Governing Board.
  (00-OC-77)

• A motion to approve the USPS Partners Program contract with US Marine, contingent upon LawCom approval. (00-OC-78)

• A motion that the funds received from U.S. Marine be used for the electronic basic boating course. (00-OC-79)

• A motion to authorize provisional squadron status, to Lakes Region Provisional Squadron, subject to ComRules approving its provisional squadron bylaws, and that it be assigned to D/19 for administrative purposes. (00-OC-80)

• A motion to ratify the previous OCom approval of provisional squadron status for Big Lake Provisional Squadron, subject to ComRules approving its provisional squadron bylaws, and that it be assigned to D/5 for administrative purposes. (00-OC-81)

• A motion to waive the USPS Bylaws requirement of 25 active members in order that the Committee on Rules chairman can consider chartering the Salt Lake City Sail and Power Squadron. (00-OC-82)

• A motion to approve provisional squadron status for Salt Lake City Provisional Squadron and assigned it to D/13 for administrative purposes. (00-OC-83)

• A motion to establish a procedure in which OCom may discuss and vote via e-mail on issues deemed appropriate by the chief commander and ratify the vote at the next OCom meeting. (00-OC-84)
• A motion to include in the notice to the fall Governing Board Meeting 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. (00-OC-85)

• A motion to authorize the NEO to issue an Educational Department Notice permitting the return-for-credit by no later than 30 September 2000 of any current-edition manuals (in new, resalable condition) for the Boating Course®, Boat Smart®, and Jet Smart®, regardless of when purchased, and the return-for-credit by no later than 31 October 2000 of any such manuals purchased on or after 1 August 2000. (00-OC-86)

• A motion that the passing of the American Sailing Association Basic Keelboat Sailing Course proctored final examination be accepted as satisfying the educational requirement for USPS membership. (00-OC-87)

• A motion to establish a selling price of $20 each for duplication of additional copies of the boating course video as modified for Boat Smart®. (00-OC-88)

• A motion to ratify the previous OCom approval to reprint 10,000 copies of the VSC 204 form at a cost of $1,200. (00-OC-89)

• A motion that ComRules insert language that will restrict the activities and authority of any member encumbered with a legal disability under the laws of his or her state of residence in the USPS Bylaws where appropriate. (00-OC-90)

• A motion that OCom, with the approval of the chief commander, authorize the appointment of two members to LawCom, due to vacancies, until the fall 2000 Governing Board meeting. (00-OC-91)

• A motion to spend up to $3,000 to produce graphics for a second Public Relations and Marketing committees booth, which was donated by a member. (OC-00-92)

• A motion to allocate up to $6,000 to reimburse travel and one night’s lodging expenses, in accordance with the present national reimbursement policy, for members of the Strategic Planning Task Force at the 2001 Annual Meeting. (OC-00-93)