The Operating Committee of United States Power Squadrons met on 8 June 2000 at the Amway Grand Plaza Hotel, Grand Rapids, Mich.

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
- P/C/C Arthur H. Farr, N

Guests present:
- P/C/C Raymond A. Finley Jr., N
- P/C/C Gillette E. Gordon III, N
- P/C/C Richard W. Miner, N
- P/C/C Joseph L. Kennedy, N
- P/C/C William D. Selden, N
- P/C/C L.M. Barnes III, N
- P/C/C James T. Stewart, N
- Mary Catherine Berube

**Report of the Chief Commander**

C/C Lance J. Jensen, N, called the meeting to order at 0900 and P/C/C Arthur H. Farr, N, delivered the invocation.

C/C Jensen entertained a motion to ratify the previous OCom approval to have 40 boat banners manufactured for use at OpSail 2000 at a cost not to exceed $5,800. The OCom ADOPTED the motion. (00-OC-59) These banners will be available for purchase by districts and squadrons after OpSail 2000.

**Report of the National Executive Officer**

V/C Theodore H. Smith, N, announced that he had received a request from a group in Norman, Okla., requesting provisional status. He said that they had met all requirements for provisional status. He made a motion to
authorize provisional squadron status subject to ComRules approving its provisional squadron bylaws and that Norman Provisional Squadron be assigned to D/31 for administrative purposes. The OCom ADOPTED the motion. (00-OC-60)

V/C Smith reported that seven provisional squadrons are working toward squadron chartering, and that the New Squadron Development Program is going well.

The NXO said that he would ask the Governing Board to rescind the charters for Boston Power Squadron/12, Flint River Power Squadron/22 and Milehigh Power Squadron/28. He said that they have met all USPS Bylaws requirements for dissolution.

The NXO announced that he would assign a D/28 resolution to the national treasurer with representation of the Membership Committee for recommendation at the next Governing Board meeting. This resolution proposes to allow for longer periods of member dues renewal payment.

V/C Smith said that the Cooperative Charting Committee reports a significant amount of interest in the Adopt-a-Chart Program. Since 1 April, the beginning of the new Cooperative Charting year, four new charts have been adopted. This program began in 1997, and as of 1 March 2000, 104 squadrons representing 22 districts are providing updates for 94 different charts.

The Legislative Committee reports that we have signed 25 Memorandums of Understanding (MOU) with various states. The committee’s goal is to sign MOUs with all states where USPS has a presence before the end of this year.

The Public Relations Committee continues to promote the Cooperative Advertising Program with 22 districts receiving cooperative advertising funds during 1999. V/C Smith said that PRCom in conjunction with representatives from D/20 is working on a USPS 100th anniversary commemorative U.S. postage stamp.

The National Safety Committee reports that the 2000 National Safe Boating Week was successful. The committee now awaits the squadron’s reports as to what activities were participated in at their local level. These squadron reports of their activities are the major criteria for National Safety Honor Roll recognition.

Report of the National Educational Officer

V/C James E. Roeber, N, reported that negotiations are continuing with selective vendors to structure suitable contracts related to the online and CD-ROM boating course.

V/C Roeber said that updates to bring Boat Smart®, The Squadron Boating Course® and Jet Smart® into compliance with NASBLA Boating Education Standards are being prepared and should be available for NASBLA
review within four weeks.

He said that JN-99 is on the shelf at headquarters and is being used to fill squadron orders. A free distribution will be made to all DEOs and SEOs. This is the last course to be published in nonmodular format.

V/C Roeber said that in anticipation of computer-generated random exams, he has authorized squadron exam administrators to allow students to keep their question booklets for Seamanship and all elective courses and to submit only the bubble sheet answer forms to headquarters. The OCom ADOPTED a motion to allow students to retain their examination question booklets at the end of their computer-graded exams for S, CP, EM, IQ, ME, Sa and Wx and to submit only the bubble sheet answer forms to headquarters for grading, effective immediately. (00-OC-61)

The OCom ADOPTED a motion ratifying the NEO’s authorization to purchase 1,200 copies of 2001 Nautical Almanacs at a cost of $13,500. (00-OC-62)

The OCom ADOPTED a motion to amend the selling price of the Nautical Almanacs to $15. (00-OC-63)

V/C Roeber reported that he had met with the Canadian Sail and Power Squadrons (CPS) Training Officer and discussed several ways in which the USPS Educational Department and the CPS Training Department might be able to work together more closely. The OCom ADOPTED a motion that the NEO be authorized to exchange exam questions for all USPS courses with CPS. (00-OC-64)

The NEO said that CPS does not have a program comparable to USPS Boating Safety for Kids and has expressed a desire to provide copies to CPS districts and squadrons. The OCom ADOPTED a motion to authorize the NEO to send 210 copies of Boating Safety for Kids to CPS for redistribution by CPS to all of its squadron and district training officers. (00-OC-65)

The OCom ADOPTED a motion to ratify the previous OCom approval to accept the passing of either the Ohio Boating Educational Course final exam or the Ohio Boating Education Course Home Study Course Proctored Proficiency Exam as satisfying the educational requirement for USPS membership. (00-OC-66)

V/C Roeber said that he would recommend approval to the Governing Board of the D/18 resolution to change the spoken form of referring to an Educational Achievement Award holder from “Full Certificate” to “Senior Navigator.” He said that if the Governing Board passes the D/18 resolution, he will offer a motion for inclusion in the notice of the September GB Meeting that the written abbreviations “N” and “FC” be changed to SN.

The NEO reported that the D/23 resolution will be divided into two parts for presentation to the Governing Board. He will recommend disapproval on the first part of the D/23 resolution which would require that all students complete all prerequisite courses’ exams and sight folder submissions before being allowed to take a more advanced
AG exam or to submit a more advanced sight folder regardless of any special circumstances. He will recommend approval of the second part of the D/23 resolution to require that all USPS educational policies be approved by the GB and not the Educational Department alone.

V/C Roeber said that the question of squadrons independently increasing the selling price of Boat Smart to students had been raised. The OCom ADOPTED a motion concurring that the selling price for Boat Smart as previously established by the Governing Board must be charged to students, and that no additions may be made to that fee by squadrons other than facility charges and taxes where required. (00-OC-67)

Report of the National Administrative Officer

V/C G. Leslie Johnson, N, said that the Membership Committee reports that USPS has 390 more active members than one year ago. He commented that the new brochure USPS - What’s In It For You? has been well received by squadrons.

V/C Johnson said that the Member Involvement Committee would present MICA awards during the Governing Board Meeting on Saturday. The OCom ADOPTED a motion to ratify the previous OCom approval to print 750 copies of the New Member Orientation Manual at a cost of $1,600. (00-OC-68) The guide is also available on the MI Web site.

The NAO reported that the simplified Model Bylaws for Squadron Auxiliaries is now available on the Auxiliary Advisory Committee Web site.

The Boating Activities Committee reports that the 2000 Port Captains Roster and Guide had been mailed to all districts and squadrons and is available on the committee’s Web site.

The Flag and Etiquette Committee has completed the uniform survey, is reviewing burgees for several provisional squadrons and is working on corrections and additions to the How to Fly Flags learning guide.

The Operations Training Committee is working on two modules. One is a module for new members that will take two-to-three hours to present and the second is a module for bridge officers.

V/C Johnson said that the new FirstUSA enrollment applications will be bar coded for each squadron and that 25 applications will be sent to each squadron in June.

The Boat Insurance Program reports a very good premium-loss ratio during the last year.

The OCom ADOPTED a motion to ask the Governing Board to approve New Orleans as the location for the spring Governing Board site on 7-11 May 2003, at the Sheraton Hotel, at a rate of $142/day. (00-OC-69)
The OCom ADOPTED a motion that USPS seek a sales tax exemption in the name of USPS in the state of Florida. (00-OC-70)

Report of the National Secretary

V/C Ernest G. Marshburn, N, reported that the joint project with the Treasurer’s Department to develop a Secretary’s/Treasurer’s handbook is underway, with completion expected by the 2001 Annual Meeting.

V/C Marshburn said that sign-up cards will be distributed to members who receive minutes for the prototype electronic information distribution initiative to offer minutes via e-mail and the USPS Web site.

The OCom ADOPTED a motion to ratify the previous OCom approval to reprint 2,000 VSC 204 forms at a cost of approximately $500. (00-OC-71)

The national secretary said that the merger of the Computer Systems and Graphic Arts committees will be presented to the Governing Board for approval on Saturday, and if approved, the new name will be the Information Technology Committee.

The Computer Systems and Historian’s committees are working on a joint project to Web-enable the historian’s report form as an additional mechanism for collecting required historical information.

V/C Marshburn said that the Ship’s Store e-commerce site is scheduled to go online after testing.

The national secretary led a discussion of the selling price of vessel examiner shirts to members. The OCom agreed to continue selling the shirts to individual members at $35 each. A motion was then ADOPTED to provide the shirts to districts and squadrons in quantities of 10 or more for $25 each plus shipping. (00-OC-72)

V/C Marshburn presented draft copies of the revised “traditional” Operations Manual for review.

He said that the Publications Committee is working to refine and enhance the Excellence in Journalism award process.

Report of the National Treasurer

V/C Doug Kerr, N, said that at the Saturday Governing Board meeting he would provide: 1) an overview of USPS financial status; 2) that the 2001 budget has been prepared; 3) urge members to help their treasurers and commanders in encouraging all members to renew; 4) remind all squadrons to submit their 990 information, and 5) briefly discuss anniversary billing.

- 5 - OCOM 8 June 2000
V/C Kerr said that expenses exceed revenues by $6,400 as of May 2000.

He reported that total sales from the 85th anniversary art project are now approximately $90,000.

The national treasurer reported that he is working with the NEO and LawCom to develop contracts for the online/CD-ROM boating course. The vendor will convert the Boat-Ed course to CD-ROM and Web formats for $90,000 over a six-month period.

V/C Kerr discussed the grant request received from the USCG to produce a televised USPS National Safe Boating Quiz to be produced by Production One/Entertainment Group. Following discussion, the OCom ADOPTED a motion to accept the USCG grant awarded to USPS in the sum of $206,000 to produce and televise a USPS National Safe Boating Quiz to air in May 2001. (00-OC-73) The national treasurer said that all accounting procedures related to the grant will be handled and maintained by headquarters.

The national treasurer reported on a request from the law officer regarding IRS-issued regulations governing public disclosure requirements for tax-exempt organizations. He said that packets of information containing the required documents will be available at headquarters upon request.

V/C Kerr said that he is working with the Membership Committee and headquarters on the D/28 resolution allowing longer periods of membership and a multi-year dues structure.

He said that the current USPS insurance liability policy does not cover selling liquor at district or squadron functions. An appropriate change in the policy will be made.

**Report of the Committee on Nominations**

R/C Elmer F. Dreier, AP, reported that he would make appropriate recommendations to the spring Governing Board for election of officers. He will have additional recommendations from the floor subsequent to the recommendations included in the spring notice to the Governing Board Meeting.

**Report of the Finance Committee**

R/C Daniel J. Stein, N, reported that investment income is currently over budget by $76,000 and that overall net revenue is still running slightly ahead of budget by approximately $28,000.

R/C Stein said that educational sales, particularly boating class sales, continue to show improvement.
He reported that income from USPS investments has shown a return of 7.5 percent since fiscal year end, 30 November 1999.

The Finance Committee reported a balance of $126,738 in the Member’s Fund and $60,354 in the Endowment Fund as of 31 May.

R/C Stein said that the Finance Committee is reviewing the *USPS Model Bylaws for Districts and USPS Model Bylaws for Squadrons*, relating to the provision that funds be deposited only in federally insured depositories, and that FinCom will make recommendations.

**Report of the Committee on Rules**

R/C C.A. Miller Jr., JN, presented the OCom with proposed amendments to the *USPS Bylaws* pertaining to family merit marks, subsequent to approval of family merit marks by the Governing Board, and proposed bylaws amendments pertaining to ComRules approval of provisional squadron bylaws as a condition precedent to forming a provisional squadron. These proposed amendments will be included in the fall 2000 notice to the Governing Board.

R/C Miller also reviewed the amendments to the *USPS Bylaws* that he would present to the Governing Board for approval.

**Report of the National Law Officer**

R/C Jack Wilson, AP, reported that the Law Committee has received or initiated 99 items for review, advice or assistance between 1 January and 31 May 2000.

R/C Wilson reported that the U.S. Patent and Trademark Office has approved trademark registration of USPS trade dress, deleting the words “dedicated to making boating safer and more fun.” The national law officer said that this verbiage and other text can still be used, but will not be part of the protected mark.

The Law Committee continues to review hotel contracts, the USPS Partners Program MOU, the proposed joint USPS/USCGAux online/CD ROM boating course contracts and the USCG grant for conducting a USPS National Safe Boating Quiz.

R/C Wilson said that LawCom would review the potential liability and insurance-related issues for USPS public service endeavors such as the Adopt-a-Chart Program and the Vessel Safety Check Program. They will also review the current USPS on-the-water insurance operational policy, including legislative changes regarding a sharing of expenses by guests or “boat for hire” status.

- 7 - OCOM 8 June 2000
The law officer discussed LawCom opinion that USPS members under the age of 18 should not be allowed to participate as vessel safety check examiners, and that the VSC Form 204 used by qualified USPS vessel examiners should be modified to provide for and require the signature of the owner or operator of the vessel being examined. The following disclaimer, along with the signature of the vessel operator/owner and the date examined, will be added to subsequently printed 204 forms: “I am consenting to this Vessel Safety Check of my water craft with full knowledge that it is being provided to me as a public service on a volunteer basis without cost, and I understand and agree that my receipt of a Vessel Safety Check decal shall not constitute or be construed as a warranty or guarantee as to either the qualification, knowledge, or skills of the operator; the seaworthiness of the vessel; or the serviceability or adequacy of any equipment on board.”

R/C Wilson stated that LawCom will send a form letter for use in seeking inclusion under USPS group exemption to all district, squadron and auxiliary commanders along with a letter of explanation and general guidance on group exemption, incorporation and the legal ramifications when a squadron changes its name.

The national law officer also clarified the need, and underlying reasons, for a further modification to the proposed USPS Bylaws amendment to be presented to and voted upon by the Governing Board respecting subordinate unit inclusion under the USPS Group Exemption letter. It was agreed that such would be included in the oral report of the ComRules chairman on Saturday.

The OCom ADOPTED a motion to direct the ad hoc Vessel Safety Check Program Committee to develop written procedures as required by the Memorandum of Agreement between the USCGAux and USPS for USPS participation in the Vessel Safety Check Program that will restrict qualification and USPS participation as a vessel examiner to USPS members who are 18 years of age or older and that will require that Vessel Check Form 204 (or its successor) be modified for use by all USPS vessel examiners so to include thereon provisions for the required signature of the owner or operator of the vessel being checked, together with an affirmative acknowledgment and disclaimer. (00-OC-74)

The OCom ADOPTED a motion to allow, subject to compliance with any LawCom requirements, the revitalized USPS ship’s wheel with ensign logo to be used by the Arizona Safe Boating Council for affiliation purposes only. (00-OC-75)

The OCom ADOPTED a motion to endorse and recommend to the Governing Board at the fall 2000 Governing Board 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, and authorize the requirements of consent and financial responsibility by the parent or legal representative of such persons. (00-OC-76)

**Report of the Marketing Committee**

R/C E. Steven Jensen, JN, reported that U.S. Marine, the country’s largest boat builder, is interested in
signing an MOA with USPS committing to distribute USPS material with all of their boats in the coming model year. U.S. Marine would also provide $30,000 to defray the costs of materials and to support USPS educational programs.

R/C Jensen said that BoatU.S. and West Marine are supporting USPS efforts in the VSC Program by providing discounts on safety-related items to those who have their vessels examined. BoatU.S. will honor the completed 204 forms at its stores and West Marine has provided discount coupons.

R/C Jensen said that the Marketing Committee is developing a brochure to include a coupon that would entitle the recipient to a “free” boating course manual when taking a boating class. This is a part of the USPS Partner’s Program and could also be available for use by squadrons that have their own agreements with local boat dealers.

West Marine has circulated a national press release about its distribution of 1 million USPS boating course tags.

R/C Jensen said that the Marketing Committee will produce a marketing newsletter for distribution to districts and squadrons which will also be posted on the Web site.

**Report of the Planning Committee**

R/C Frank Golle, N, distributed a copy of a follow-up report of the strategic planning session held during the May Operating Committee meeting.

R/C Golle reported that the Planning Committee is studying ways to better recognize life members at the Annual Meeting.

**Report of the Past Chief Commanders**

P/C/C Raymond A. Finley Jr., N, reported on his attendance at the USCG District 1 meeting.

C/C Jensen adjourned the meeting at 1600.

V/C Ernest G. Marshburn, N
National Secretary

- 9 - OCOM 8 June 2000
Operating Committee  
8 June 2000  
Action Summary

1) A motion to ratify the previous OCom approval to have 40 boat banners manufactured for use at OpSail 2000 at a cost not to exceed $5,800. (00-OC-59)

2) A motion to authorize provisional squadron status for Norman Provisional Squadron, subject to ComRules approving their provisional squadron bylaws, and that this provisional squadron be assigned to D/31 for administrative purposes. (00-OC-60)

3) A motion to allow students to retain their examination question booklets at the end of their computer-graded exams for S, CP, EM, IQ, ME, Sa and Wx and to submit only the bubble sheet answer forms to headquarters for grading, effective immediately. (00-OC-61)

4) A motion ratifying the NEO’s previous authorization to purchase 1,200 copies of 2001 Nautical Almanacs at a cost of $13,500. (00-OC-62)

5) A motion to amend the selling price of the Nautical Almanacs to $15. (00-OC-63)

6) A motion that the NEO be authorized to exchange exam questions for all USPS courses with Canadian Sail and Power Squadrons. (00-OC-64)

7) A motion to authorize the NEO to send 210 copies of Boating Safety for Kids to CPS for redistribution by CPS to all of their squadron and district training officers. (00-OC-65)

8) A motion to ratify the previous OCom approval to accept the passing of either the Ohio Boating Education Course Final Exam or the Ohio Boating Education Course Home Study Course Proctored Proficiency Exam as satisfying the educational requirement for USPS membership. (00-OC-66)

9) A motion concuring that the selling price for Boat Smart as previously established by the Governing Board must be charged to students, and that no additional charges may be made to that fee by squadrons other than facility charges and taxes where required. (00-OC-67)

10) A motion to ratify the previous OCom approval to print the New Member Orientation Manual at a cost of $1,600. (00-OC-68)

11) A motion to ask the Governing Board to approve New Orleans as the location of the spring GB site
on 7-11 May 2003, at a rate of $142/day. (00-OC-69)

12) A motion that USPS seek a sales tax exemption in the name of USPS in the state of Florida. (00-OC-70)

13) A motion to ratify the previous OCom approval to reprint 2,000 VSC 204 forms at a cost of approximately $500. (00-OC-71)

14) A motion to provide Vessel Examiner shirts to districts and squadrons in quantities of 10 or more for $25 each plus shipping. (00-OC-72)

15) A motion to accept the USCG grant awarded to USPS in the sum of $206,000 to produce and televise a USPS National Safe Boating Quiz to air in May 2001. (00-OC-73)

16) A motion that OCom direct the ad hoc Vessel Safety Check Committee to develop written procedures as required by the Memorandum of Agreement between the USCGAux and USPS for USPS participation in the Vessel Safety Check Program which will restrict qualification and USPS participation as a vessel examiner to USPS members who are 18 years of age or older, and which will require that the Vessel Check Form 204 (or its successor) be modified for use by all USPS vessel examiners so to include thereon provisions for the required signature of the owner or operator of the vessel being checked, together with an affirmative acknowledgment and disclaimer, as written. (00-OC-74)

17) A motion to allow, subject to compliance with any LawCom requirements, the revitalized USPS ship’s wheel with ensign logo to be used by the Arizona Safe Boating Council for affiliation purposes only. (00-OC-75)

18) A motion that OCom endorse and recommend to the Governing Board at the fall 2000 Governing Board 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, as well as authorize the requirements of consent and financial responsibility by the parent or legal representative of such persons, all as above set forth. (00-OC-76)