MINUTES OF THE SPRING GOVERNING BOARD MEETING  
HELD ON 10 MAY 2003  
AT THE SHERATON HOTEL, NEW ORLEANS, LOUISIANA

Chief Commander Theodore H. Smith, SN, convened the meeting at 0930.

Jewish Lay-Leader Gail S. Nachman, SN, delivered the invocation, which was followed by the Pledge of Allegiance led by N/F/Lt Dick Jarmon, SN, and the singing of the national anthem.

**Introduction of Past Chief Commanders**

P/C/C Lance J. Jensen, SN, introduced the other past chief commanders who were present in the order of their terms:

- 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 L.M. Barnes III, SN, 1996-1997 (Rocky Mount/27)
- P/C/C Arthur H. Farr, SN, 1998-1999 (Rocky River/7)

C/C Smith introduced P/C/C Lance J. Jensen, SN, 2000-2001 (Bellevue/16).

A video welcome from Louisiana’s Governor M.J. Forster Jr. was presented to the Governing Board.
Presentation of Guests

N/F/Lt Jarmon introduced the following guests:

• Capt. James W. Stark, chief of staff, 8th U.S. Coast Guard District
• Cdr. Kim Pickens, USCG, project officer for Operation BoatSmart
• John Malatak, U.S. Coast Guard Office of Boating Safety, chief, Program Development & Implementation Division
• Kevin Kelly, USCG, Chief Recreational Boating Safety, 8th U.S. Coast Guard District
• Commodore Warren E. McAdams, USCGAux, NADCO-RBS
• Capt. Nicholas Perugini, chief, Marine Chart Division, National Ocean Service, National Oceanic and Atmospheric Administration, Office of Coast Survey
• Ken Forster, Marine Chart Division, NOS, NOAA, Office of Coast Survey
• Maj. Alvin A. Taylor, president, NASBLA
• James P. Muldoon, chairman, National Boating Safety Advisory Council
• Charles Holmes, national director, Boy Scouts of America
• Jimmie Homberg, national commodore, Sea Scouts, BSA
• Josh Gilliland, president of the Quartermaster Associates, Sea Scouts, BSA
• Tim Rulon, National Weather Service, NOAA
• Brian LaMarre, National Weather Service, NOAA
• C/C Tony Gardiner, Canadian Power and Sail Squadrons
• Col. Peter J. Rowan, commander of the 57th District of the U.S. Army Corps of Engineers


Tim Rulon of the National Weather Service, NOAA, and C/C Smith participated in a MOA signing ceremony. This MOA provides for a partnership in which USPS members will assist with reporting weather observations.
The national secretary declared a quorum present.

The chief commander announced an attendance of 600.

**Report of the Committee on Rules**

R/C Thomas R. Dougherty, SN, designated P/C Benjamin J. Sooy III, AP, as the parliamentarian for this meeting and explained the voting rules.

R/C Dougherty presented the following *Bylaws* amendments to the Governing Board:

The *USPS Bylaws* have long required that each squadron teach at least one USPS-published boating safety course each year as is stated in Section 17.1. In the past several years, the Operating Committee has approved, as meeting the requirements for USPS membership, numerous boating safety courses that are not published by USPS. The national educational officer, with the concurrence of the Operating Committee, recommends Section 17.1 wording be amended to reflect the fact that although non-USPS published courses may be taught by a squadron, they do not meet the requirements of this section to ensure that at least one USPS course must be offered and taught each year. Therefore, the Committee on Rules recommends that Section 17.1 be amended by striking out the words “an approved” and replacing them with “a” so that the section will read:

**Article 17 Boating Course**

Section 17.1 Each squadron shall offer to the public at least once a year an approved a USPS boating safety course that meets the educational qualifications for USPS membership. Squadrons may impose such restrictions upon class attendance as may from time to time seem reasonable to the squadron. No squadron shall sponsor any public boating safety course using material other than that approved by USPS.
R/C Dougherty moved the amendment, and the Governing Board ADOPTED the motion. (05-GB-6)

In accordance with *USPS Bylaws* Section 5.10, the Governing Board may establish specific departmental committees as necessary to carry out the responsibilities assigned to the various departments. In January 2001 it established the Membership Committees by combining the Membership and Member Involvement committees. The committee’s members, with the approval of the national administrative officer, have requested the plural be dropped to recognize and reinforce that the committees are of one purpose, which is to improve the USPS membership experience. Therefore, the Committee on Rules recommends the Governing Board change the name of the Membership Committees to the Membership Committee.

R/C Dougherty moved the amendment, and the Governing Board ADOPTED the motion. (05-GB-7)

R/C Dougherty continued his report by stating that the Committee on Rules received a duly executed Petition for Squadron Charter from Tip of the Mitt Provisional Squadron. The Committee on Rules reported that this group had met all requirements for the issuance of a charter and consequently, under the provisions of *USPS Bylaws Section 5.6.4*, authorized the chartering of Tip of the Mitt Power Squadron on 15 January 2003. This new squadron has 27 charter members and will be assigned to District 9. R/C Dougherty moved that the Governing Board assign Tip of the Mitt Power Squadron to District 9, and the Governing Board ADOPTED the motion. (05-GB-8)

The Committee on Rules received a duly executed Petition for Squadron Charter from St. Helen’s Provisional Squadron. The Committee on Rules reported that this group had met all requirements for the issuance of a charter and consequently, under the provisions of *USPS Bylaws Section 5.6.4*, authorized the chartering of St. Helen’s Sail and Power Squadron on 7 April 2003. This new squadron has 35 charter members and will be assigned to District 32. R/C Dougherty moved that the Governing Board assign the St. Helen’s Sail and Power Squadron to District 32, and the Governing Board ADOPTED the motion. (05-GB-9)

The Committee on Rules received a duly executed Petition for Squadron Charter from Skagit-Stilly Provisional Squadron. The Committee on Rules reported that this group meets all
requirements for the issuance of a charter and consequently, under the provisions of USPS Bylaws Section 5.2.10, recommends the Governing Board authorize chartering of Skagit Bay Sail and Power Squadron and that it be assigned to District 16. This new squadron will have 30 charter members. He moved that the Governing Board approve chartering Skagit Bay Sail and Power Squadron and to assign it to District 16, and the Governing Board ADOPTED the motion. (05-GB-10)

Report of the National Meetings Task Force

P/V/C Doug Kerr, SN, chairman, National Meetings Task Force, reported that during the past two years the advantages of having two national meetings per year versus three national meetings per year had been studied. He said that the advantages were dollar savings and less travel commitment for attendees. The disadvantages were less committee meeting time, significantly less communications time and fewer socialization opportunities for members. He reported that last year C/C Smith asked him to chair a National Meetings Task Force to move the decision forward. He said that the net result of the task force’s work was a plan that overcomes all the disadvantages of having only two national meetings a year, while reaping most of the benefits. He said that the basic recommendations are: 1) to market national meetings better, 2) to host them in more desirable cities, 3) to run them one day longer than now and 4) to have only two meetings a year instead of the three that are currently held. He reported that the net result would save USPS approximately $75,000 per year, members would save on hotel and transportation cost and personal vacation time, communications would decrease slightly, and socialization opportunities would increase slightly. He said that these recommendations were presented to and accepted by the Operating Committee. P/V/C Kerr said that to make these changes it would be necessary to amend the USPS Bylaws. He said that, with the concurrence of the Operating Committee, he proposed accepting the recommendations of the National Meetings Task Force and that the Committee on Rules recommended amending the wording of USPS Bylaws Section 9.4.1 as follows:

Section 9.4 Governing Board meetings.
Section 9.4.1 Regular meetings of the Governing Board shall be held immediately prior to and immediately following the annual meeting and until 2005 on two other occasions each year, neither of which shall occur within 75 days of any other regular meeting. Beginning in 2006 a Governing Board meeting shall be
held on one other occasion not within 120 days of an annual meeting.
Meetings shall be held at such time and place as the Governing Board shall elect.

The Governing Board ADOPTED the motion as presented. (05-GB-11)

C/C Smith presented gifts from USPS to P/V/C Doug Kerr, SN, and P/V/C James E. Roeber, SN for their service to USPS while serving on the national bridge.

Life Saving Awards

C/C Smith presented Life Saving Awards to District 10 representatives for presentation to Pat and Daniel Shearer, Duluth/10.

Report of the Committee on Nominations

R/C Frank E. Dougherty Jr., AP, reported that in accordance with the USPS Bylaws, Section 5.5.1(3), the Committee on Nominations recommended the election of the listed members.

For General Members of the Governing Board:

Marjorie Baraff, AP, Biscayne Bay/8
William J. Curren, SN, Attleboro Sail &/14
Damon C. Davis, AP, Hoosier/24
Robert A. Dorn, AP, Beaufort Sail &/26
Denise Garavaglia, AP, Birmingham/9
Wayne Garnsey, SN, Storm King/2
James F. Keil, AP, Cape Coral/22
Mike H. Litke, SN, Fox Valley/20

Richard O. Manter, P, Ft. Wayne Sail &/29
Sandra W. Pierog, SN, Manchester/1
Benjamin F. Reed, JN, Tar River/27
William D. Selden V, AP, Richmond Sail &/5
Wayne G. Spragins, SN, Berea/7
John H. Supple, AP, Peekskill Sail &/2
Janet H. Taylor, JN, Patchogue Bay/3

The Governing Board ADOPTED the motion. (05-GB-12)
In accordance with the *USPS Bylaws*, Section 5.5.1(3), the Committee on Nominations recommended the election of Lt Loren F. Boatman, SN, Decatur/20, to fill an unexpired term as the Member Benefits Committee staff commander and to elect P/R/C Theodore C. Brown Jr., AP, as the Planned Giving Committee staff commander, a position created by a vacancy.

The Governing Board ADOPTED the motion. (05-GB-13)

In accordance with *USPS Bylaws*, Section 11.9, and upon recommendation of their committee chairman, and with the approval of the chief commander, the committee recommended the following members for appointment in 2003 by this Governing Board.

To the Marketing and Public Relations Committee:

P/C Lucille R. Horowitz, SN, Shrewsbury/4  
Lt/C Rosemarie Radomsky, AP, Redondo Beach/13  
C. Edward Rankine, Sarasota/22  
P/C Csaba Varga, AP, Raritan Bay/4

The Governing Board ADOPTED the motion. (05-GB-14)

To fill a vacancy on the USPS Educational Fund, the Committee on Nominations recommended P/V/C James E. Roeber, SN, Spokane/16.

The Governing Board ADOPTED the motion. (05-GB-15)

**Approval of the Minutes**

C/C Smith asked for corrections or additions to the minutes of the Governing Board Meetings held on 4 January 2003. Hearing none, he declared the minutes approved as distributed.

The Governing Board ADOPTED a motion entertained by C/C Smith to confirm the 4 January 2003 ratification of actions of the Operating Committee reflected in the minutes of its 31 December 2002 meeting. (05-GB-16)
Report of the National Law Officer

R/C Maurice G. Rice Jr., AP, reported that the Law Committee had responded to 45 matters since the beginning of 2003.

R/C Rice reported that the committee assisted the national executive officer and the Vessel Safety Check Committee in reviewing a potential memorandum of understanding with the USCGAux and the state of Connecticut for the enhancement of the VSC program in Connecticut. The Law Committee assisted the ad hoc Government Relations Committee in the process leading toward the development of a workable approach for lobbying in favor of the policies that are USPS’ core values. Committee members assisted the Educational Department in several matters, including drafting disclaimers for educational material and CD-ROMs, to ensure proper trademark use. LawCom assisted the Flag and Etiquette Committee concerning intellectual property rights and in preparing vendor agreements. It assisted the Secretary’s Department’s efforts to update the USPS Privacy Policy and the Ship’s Store on the proper use of trademarks.

R/C Rice noted that an article on antitrust issues will be published in the June issue of THE ENSIGN. The committee also assisted in the publication of an article in THE ENSIGN regarding the Americans With Disabilities Act in relationship to public course offerings.

R/C Rice reported that the committee responded to questions relating to insurance and tort liability concerns in coordination with the national treasurer. He said LawCom received several inquiries related to the Sea Scouts memorandum of agreement under which the Boy Scouts of America provides substantial insurance coverage for participating members. He reminded squadrons to record authorization in squadron meeting minutes for any activities that may have insurance or liability implications.

He stated that the committee reviewed the National Weather Service MOA and provided assistance to the Marketing and Public Relations Committee in preparing the MOU with the U.S. Army Corps of Engineers (USACE.)

R/C Rice stated that USPS owns 16 registered trademarks and service marks, with three pending before the U.S. Patent and Trademark Office. He reminded members of the importance of protecting and defending USPS’ intellectual property, which adds substantial value to USPS, it
squadrons and its members. He noted that a list of all of the trademarks owned by USPS is posted on the USPS Web site.

**Report of the Planning Committee**

R/C Roby Schottke, SN, reported on the progress of the USPS Strategic Plan and other current projects.

R/C Schottke reported that phase III of the Strategic Plan, the monitoring phase, began in January 2003. He said that the effectiveness of the 24 approved strategies are monitored and reported on during this phase. The 24 strategies are in six major areas including awareness, communications, education, government, leadership, member involvement and membership retention. He said that of the 24 strategies, 13 are in active progress; the remaining strategies are in the beginning stage. Two of the 13 strategies, one in education and one in communications, have been completed. He said that the Planning Committee would continue to report on the progress of the Strategic Plan and that a progress report will be posted on the USPS Web site at www.usps.org/national/plancom.

R/C Schottke reported that the Planning Committee’s current projects include studying a reorganization of the Operating Committee, a reorganization and consolidation of national committees, creation of a *Planning Committee Manual for Districts and Squadrons*, sending a donation letter to life members soliciting contributions, and continuing an interactive e-mail communications link between the district planning committees and the national Planning Committee.

**Report of the Marketing and Public Relations Committee**

R/C Kenneth D. Link, JN, reported that the MOU with the USACE will be signed during this Governing Board Meeting. The MOU states that several initiatives including homeland security, a partnership regarding water safety related to the Lewis and Clark Bicentennial, a program similar to Cooperative Charting, and a program on education and safety are to be developed between the two organizations.
R/C Link reported on an initiative that will provide marketing materials sponsored by a USCG grant in support of Operation Boat Smart. The initiative is titled “You’re in Command — Boat Safely.” He reported that these marketing materials promoting ABC and VSC were introduced at the International Boating and Water Safety Summit. These materials can be ordered at headquarters for shipping and handling costs.

He reported that the committee is working on various projects including USPS’ 90th anniversary plans, signing an agreement with West Marine to sell learning guides in its stores, Governing Board Meeting promotional material, the Partner’s Program, updating the PRO Web site, producing a “fireside chat” video by C/C Smith that emphasizes marketing and membership, and producing new marketing bags for use at boat shows and other squadron events.

The committee is developing a PowerPoint® presentation for new member orientation and recruiting. A second presentation on the benefit of attending Governing Board meetings is also under development. He reported on a partnership with OceanGrafix, a producer of print-on-demand charts, to include promotional materials on their charts on the VSC Program and ABC.

R/C Link announced the 2002 Public Relations Awards:

Charles F. Chapman Scrapbook Award - 3rd place - Toledo/29; 2nd place - Grand Lake Sail/31; 1st place - Cape Coral/22.

Carl C. Mahnken Commander’s Cup Award - 2nd place - Hiawatha Valley/10 and 1st place - Sebastian Inlet Provisional Squadron/8. The Carl C. Mahnken Commander's Cup Award recognizes squadrons for excellence in computer-generated presentations using PowerPoint® or 35mm slides.

Report of the Finance Committee

R/C Joseph R. Mesenburg, SN, reported that the major responsibilities of the Finance Committee include working on the preparation of the revenue side of the budget, investing and managing funds, advising on all matters of financial significance, and the administration of the Member’s Fund and the Endowment Fund. The committee monitors actual expenses throughout the year and reports major variances to the Operating Committee and the Governing Board.
R/C Mesenburg reported that the rate of return as of 31 March 2003 was negative 2.9 percent, amounting to $68,589. He said that although during the past three years the major indexes were down drastically, the USPS investment portfolio shows a six year average rate of return slightly more than 8 percent.

He stated that the Finance Committee’s investment philosophy is to provide a consistent attractive rate of return while minimizing financial risk. He said that this is accomplished through an asset allocation style of investment management. Investment decisions are based on research and not on the short-term emotions frequently evident in the market. Presently, the asset allocation is 32.5 percent in equities, 38.2 percent in certificates of deposit, and 29.3 percent in money market funds and cash. The dollars invested in the equity allocation are invested in five mutual funds.

R/C Mesenburg reported that the balance in the Member’s Fund is $101,387.19 and the balance in the Endowment Fund is $122,476.70.

**Report of the National Treasurer**

V/C John T. Alter, SN, referred the Governing Board to the Treasurer’s Report in the seat packets. He noted that the report format had been revised. The top portion of the Statement of Revenues and Expenses shows results from operations. Non-operational expenses are shown at the bottom of the page. He stated that unrealized gains or losses from investments are not operational and are shown on the bottom half of the statement, as well as grant income, which is often restricted in terms of its use. He said that these changes to the financial statement format should clarify USPS’ actual cash position.

V/C Alter reported that as of 31 March 2003 revenues are less than one year ago, but are ahead of projections for the 2003 budget. Operating revenues over expenses are $36,747, which is in line with the budget projection of $36,523.

V/C Alter reported that he and V/C Dvorak met with representatives from a credit card company to discuss providing credit card processing services to districts and squadrons. He said that he hoped to have a proposal from the company by the end of May.
V/C Alter reminded members that dues from existing members contribute to more than one-half of the revenue stream. He encouraged squadrons to do a better job of retaining members during the upcoming dues renewal process.

He encouraged members to considering purchasing an art print of the USPS’ 90th anniversary painting by Don Demers.

The Member Benefits Committee is investigating several new products and services to enhance USPS membership.

The Planned Giving Committee continues to develop programs designed to support the USPS Endowment Fund through lifetime gifts and testamentary gifts. They are also working on developing a donor recognition program.

Report of the National Secretary

V/C Frank A. Dvorak, SN, introduced the headquarters staff members present: Mary Catherine Berube, headquarters director; Lena Padro, manager, membership services; Kathy Kesterson, manager, administrative services; and Yvonne Hill, editor, THE ENSIGN.

V/C Dvorak reported that 2004 dues notices have been mailed to all members and the 2003 Directory of National, District and Squadron Officers has been mailed to all districts and squadrons.

He reminded members that the latest issue of the Secretary’s Department newsletter has been posted at www.usps.org/national/natsec.

The Information Technology Committee has developed a new security system based on a member’s certificate number and Zip code so that all member data will be protected by a secure setup on the Internet. The committee has completed a Beta test of an Internet-enabled version of DB2000. It will allow districts and squadrons to download and upload roster updates on the headquarters AS/400 via the Internet.
The Operations Manual Committee continues to work on improving graphics in the Operations Manual and to update sections of the manual. Once complete, an updated version of the Operations Manual will be posted on the Web site.

V/C Dvorak reported that THE ENSIGN Committee will conduct a random sample survey of the readership in fall 2003. A graduate student from the University of South Carolina School of Journalism will prepare and coordinate the survey. He encouraged members who are selected for the survey to respond. Results from this survey will provide information on current demographics of members. The data will remain confidential; names will not be given in the final results but the data will be used to encourage advertisers to purchase advertising in THE ENSIGN.

THE ENSIGN Committee continues to coordinate lobby table displays at national meetings with a contract-based system of advertising in THE ENSIGN. The June issue of THE ENSIGN will have a four-page pullout section related to the Fall 2003 Governing Board Meeting in Reno, Nev.

The Publications Committee awarded five additional Distinction in Journalism Awards as a result of the appeals process.

The Ship’s Store Committee is now using a point-of-sale bar code system. This system will reduce the workload of the committee at national meetings.

The Historian’s Committee has completed the development of a Historian’s Web site. It includes the Historian’s Form 701 as well as a list of committee members.

Report of the National Administrative Officer

V/C Ernest G. Marshburn, SN, reported that the new USPS National Cookbook, By Land or By Sea, is available for presale at this Governing Board Meeting for $20. The regular price will be $25. He reported that approximately 115 copies were sold on the first day.

V/C Marshburn reported that the MOA between the National Weather Service and USPS was previously signed during this meeting. The partnership involves USPS members reporting
weather observations to NOAA/NWS while cruising in areas where NOAA/NWS does not have a reporting facility.

The national administrative officer reported on an agreement with the USCG to allow USPS to operate a special events radio station aboard the USCG barque Eagle during its upcoming cruise up the Cape Fear River, in North Carolina, in July 2003.

V/C Marshburn reported on a new USPS Listserv®, which allows members to sign up to receive timely information on USPS events, activities and other important functions. The URL is http://www.usps.org/national/aonews/index2.htm.

V/C Marshburn reported that the Flag and Etiquette Committee reviewed the District 13 resolution to allow past district commanders and past district educational officers to display their past district office on their USPS name tag and recommended that the scope of the resolution be increased to allow members to display all past offices and not just past district commander or past district educational officer on the USPS name tag. V/C Marshburn then recommended approval of the District 13 resolution as amended, and the Governing Board ADOPTED the motion. (05-GB-17)

The Membership Committee reported the receipt of two grants totaling $110,000. One grant for $85,000 was awarded by the USCG Office of Boating Safety and the other from the USPS Educational Fund was for $25,000, to be used for a boating safety toolchest for children titled “Water Smart Boating Safety Toolchest for Kids.” He said that additional details on this project will be available soon. The committee is also working on the criteria for the Boat/U.S. Distinguished Civic Service Award. The first award will be presented at the 2004 Annual Meeting. V/C Marshburn reported that the OCom approved development of a new Youth Scholarship Program.

The national administrative officer reported that the Power of One Campaign was presented at the squadron officers’ and general members’ meeting and at the district commander’s meeting. Squadrons will be asked to review the proposed draft this summer. The plan is to incorporate squadron feedback and to officially launch the program at the Fall 2003 Reno Governing Board Meeting.
V/C Marshburn presented a District 9 flag, a District 33 flag, a Monterey Bay Power Squadron/25 burgee, a Skagit Bay and Sail Power Squadron/16 burgee and a Sebastian Inlet Provisional Squadron/8 burgee to the Governing Board. He stated that based on the recommendation of the Flag and Etiquette Committee he approved these district flags and squadron burgees.

V/C Marshburn stated that, based on the recent approval of the transition to two national meetings per year, he recommended Governing Board approval to host national meetings in New York, N.Y., on 15-20 August 2006, at the Grand Hyatt Hotel, at a room rate of $169; a 20-25 February 2007 meeting in Jacksonville, Fla., at the Adam’s Mark, at a room rate of $124, and a 4-9 September meeting in Norfolk, Va., at the Marriott, at a room rate of $119. The Governing Board ADOPTED the motion. (05-GB-18)

Report of the National Educational Officer

V/C Spencer P. Anderson, SN, reported that the number of monthly registrations for America’s Boating Course continues to grow as compared to last year. He said that P/R/C Dave Hinders, SN, the initial ABC Project Manager, had done an outstanding job of bringing operations to the high level of support that it is today. He reported that P/R/C Hinders’ responsibility as the USPS ABC Project Manager for the consortium with the U.S. Coast Guard Auxiliary has now been transferred to P/C/C Lance Jensen, SN.

V/C Anderson reported that copies of the ABC Classroom Instruction CD-ROM PowerPoint® presentation were sent to all SEOs and DEOs as a result of an Educational Fund grant. He stated that the presentation was a great tool for teaching ABC and encouraged squadrons to use it for their next boating course. He said that it is an outstanding course and has been highly received.

The national educational officer reported that the kickoff of ABC national advertising efforts that began in May as part of the U.S. Coast Guard National Recreational Boating Safety Outreach Program are expected to greatly increase ABC registrations. He said that the increased number of Internet students will also increase the number of students who are unable or unwilling to take a proctored exam from a flotilla or squadron. He also said that the ABC Consortium has
entered into a contract with BoatEd to develop software and links to provide ABC online testing. V/C Anderson said that he anticipates that ABC online testing should be available for implementation by early fall 2003. He said that online testing will also provide a database of successful students, which will be disseminated to squadrons so that squadrons can contact these students about potential membership. He also said that BoatEd will provide up-to-date state-specific supplements for use with all ABC courses. These supplements will contain individual state laws and information that each state has determined is important for inclusion in boating safety courses.

V/C Anderson updated the Governing Board on course development. He reported that Marine Electronics modules I, II and III are now available at headquarters. He said that a technical problem had caused a delay in releasing the third module.

The national educational officer reported that a decision was made to not publish Cruise Planning in the modular format. He said that there was a significant amount of duplication in the two modules that would create more pages and a higher cost to students. He said that the goal is to provide Cruise Planning in one module, with minimal repetitive material, which enables the student to plan for a cruise by stating a destination and doing the work and planning for a successful cruise.

V/C Anderson reported that the GPS Seminar CD-ROM was sent to all SEOs and DEOs courtesy of an Educational Fund grant. He said that it provides a great public course that will make money for squadrons and help recruit new members. This PowerPoint® presentation can be used as a tickler seminar to help educate the public about GPS waypoint navigation, as a boating course add-on program and as additional instruction on electronic navigation in the Piloting, Advanced Piloting and Junior Navigation courses. A GPS learning guide that can be used as a technical reference is being developed.

The national educational officer reported that the new Educational Department’s Instructor Certification Program is being disseminated widely. He said that approximately 400 students have become certified to date; most took the new Instructor Development Course. Squadron educational officers can download the forms to certify students from the USPS Web site. He reported that the Instructor Certification Instructor’s Guide has been published and was used by the Instructor Development Committee to conduct a seminar during the Spring 2003
New Orleans Governing Board. He said that although many states that are members of NASBLA require USPS to use certified instructors, the requirements for certification are currently USPS’ responsibility. V/C Anderson said the benefit of certified instructors is two-fold; they demonstrate a public awareness of professionalism in the USPS approach to education and curriculum and they provide on-the-scene qualified teachers in case of last-minute scheduling emergencies. He reminded the Governing Board that the Instructor Certification Policy will be presented to the Governing Board in Fall 2003 in Reno, Nev. for approval.

The national educational officer reported that Lockport Power Squadron/6 had requested permission to teach advanced grade courses to USCG members at the USCG Station Niagara in Youngstown, N.Y. The USCG will purchase all the necessary materials to teach the courses. V/C Anderson reported that the OCom had approved the request and on 15 April 2003 Lockport Power Squadron/6 began a review of Piloting with USCG Station Niagara personnel. He said that this is another chapter in cooperation between USPS and the USCG.

V/C Anderson reported that a member of Tokyo Sail and Power Squadron had provided a Japanese translation of the Sail 101 and 102 courses. It has been suggested that this translation could be used as a marketing tool to promote the Sail Course as a public course in Japan. He reported that the OCom subsequently approved Tokyo Sail and Power Squadron’s publishing of a Sail Learning Guide in Japanese.

Report of the National Executive Officer

V/C G. Leslie Johnson, SN, reported that since the Provisional Squadron Program began in January 2000, 19 squadrons have been formed in nine districts including districts 9, 10, 13, 19, 26, 27, 30, 31 and 32. He said that Tip of the Mitt Sail and Power Squadron/9 and St. Helen’s Sail and Power Squadron/32 had received their squadron charter since the January 2003 Annual Meeting.

V/C Johnson reported that there are now nine provisional squadrons in eight districts including districts 8, 16, 19, 21, 25, 26, 27 and 30. Three provisional squadrons have been approved since the Annual Meeting: Monterey Bay, Golden Isles and Albemarle. He reported
that all are actively teaching public classes and recruiting new members to reach the minimum of 25 active members in order to request their squadron charter.

The national executive officer reported that the OCom had approved provisional squadron status for Columbia Bend Provisional Squadron and that it was assigned to District 16 for administrative purposes.

V/C Johnson reported that the Squadron Development Committee also assists squadrons that are at-risk. He said that a help list and a squadron self-evaluation form is available for download from the committee’s Web site at www.usps.org/national/squaddev/.

The Vessel Safety Check Committee reported that by removing the consecutive number for the 2003 VSC decals the committee was able to double the number of decals printed for the same price as in previous years. V/C Johnson stated that no shortages have been reported so far this year. He said that since its beginning three years ago, the VSC Program has been very successful.

The national executive officer reported that 1 April 2003 was an historic milestone for USPS Cooperative Charting. On this date, all USPS members who perform Cooperative Charting began reporting their corrections on a new computer program called CCWEB. This program allows members to file their reports online on the NOAA database.

V/C Johnson reported that the following squadrons formally merged during 2003: Montezuma Power Squadron/25 merged with Carquinez Power Squadron/25, Feather River Sail and Power Squadron/25 merged with Sacramento Power Squadron/25, Pine Bluff Power Squadron/31 merged with Little Rock Power Squadron/31 and Warren Power Squadron/9 merged with Mt. Clemens Power Squadron/9. He said these mergers easily retained more than 100 members.

V/C Johnson reported on a resolution received from the District 9 spring district conference. The resolution states: “Be it resolved that those members in order to be eligible for partial reimbursement for lodging must stay at the host hotel, or designated hotel if more than one is utilized, in order to qualify for such reimbursement.” Hearing no objection from the Governing Board, he assigned the resolution to the Operating Committee.

- 18 - GB 10 May 2003
The national executive officer reported that Mississippi Coast Power Squadron/15, Tallahassee Sail and Power Squadron/22 and Pine Bluff Power Squadron/31 had completed all necessary requirements for dissolution. He then moved for the approval of the dissolution of Tallahassee Sail and Power Squadron/22 and the Governing Board ADOPTED the motion. (05-GB-19)

He then moved for the approval of the dissolution of Pine Bluff Power Squadron/31 and the Governing Board ADOPTED the motion. He said the members of Pine Bluff will merge with Little Rock Power Squadron/31. (05-GB-20)

He then moved for the approval of the dissolution of Mississippi Coast Power Squadron/15 and the Governing Board ADOPTED the motion. (05-GB-21)

V/C Johnson called on R/C Luis Ojeda, SN, who presented a vessel examiner pin and certificate to V/C Ernie Marshburn, SN.

The national executive officer reported on the efforts of the 90th anniversary committee. A proclamation will be signed by the governors of all 50 states and Puerto Rico. Sales of the art print are approximately $15,000 to date.

V/C Johnson reported on a discussion at the district commander’s meeting concerning headquarters dues collection and anniversary billing. He stated that although the recent vote at the 2003 Annual Meeting received a majority affirmative vote, the motion was defeated as it did not receive the two-thirds majority approval required for a USPS Bylaws change. He reported that at the 2003 spring district conferences several districts showed an interest in participating in a Beta test for headquarters dues collection and anniversary billing. He said the OCom is in favor of a Beta test in response to a request from these districts.

V/C Johnson called on D/C Joe Cartwright, SN, District 16, for a motion to allow a Beta test for HQ anniversary billing. D/C Cartwright presented the following motion to the Governing Board for approval: “The national bridge has indicated that it would be possible to test the HQAB proposal for a limited time with a small number of willing volunteer squadrons. District 16 recommends that the Committee on Rules be requested to draft amendments to the USPS Bylaws to permit one or more squadrons or districts to participate in a limited, voluntary test of an
anniversary dues billing process incorporating headquarters collection and distribution of national
and squadron dues and district assessments.” The Governing Board ADOPTED the motion.
(05-GB-22)

The national executive officer noted that this approved motion would only allow the
Committee on Rules to provide language to amend the *USPS Bylaws*. The Committee on Rules
wording to allow a Beta test would then require a two-thirds majority approval by the Governing
Board to put the Beta test in place..

Approval of the Actions of the Operating Committee

C/C Smith entertained a motion that the actions of the Operating Committee meeting held
on 22 February 2003 be ratified, and the Governing Board ADOPTED the motion. (05-GB-23)

Report of the Past Chief Commander

P/C/C Lance J. Jensen, SN, reported on a District 17 resolution assigned to the OCom
that reads as follows:

“That the national bylaws should be amended to include a default section for the
voting process at national Governing Board and Annual Meetings for those
squadrons who do not respond to requests for proxies and do not designate an
alternate voter for the squadron commander. That if no proxy is submitted by a
squadron for the national meeting the district commander, by default, will receive a
voting card for each of those squadrons.”

P/C/C Jensen stated that the OCom discussed this resolution at two of its meetings and
also asked for and received recommendations from the national Planning Committee. He said that
both the Planning Committee and the Operating Committee are opposed to the adoption of this
resolution for the following reasons: First, the resolution violates very strong provisions of
*Robert’s Rules of Order* that state that every voting member of the assembly has the right to
abstain from voting on any issue before the assembly and the further right not to attend voting
sessions of the assembly, and that these rights should be honored and preserved. Defaulting
squadron proxies to district commanders would deprive squadron commanders of this important right within the assembly. Second, both the Planning Committee and the Operating Committee believe that providing such an automatic default would be a disincentive for district commanders to contact all of their squadron commanders to determine the status of each squadron commanders proxy and, if assigned to the district commander, to discuss and determine squadron feelings regarding important issues to be decided at the national meeting in question.

P/C/C Jensen stated that for the above reasons, he requested that the Governing Board vote against this resolution. The Governing Board DEFEATED the District 17 resolution. (05-GB-2)

P/C/C Jensen reported that a resolution from District 22 had been in the hands of the Operating Committee for some time and, as a result of the Governing Board’s decision to reduce the number of national meetings from three to two, and the subsequent approval of national meeting scheduling for 2006 and 2007, that the resolution could now be addressed. The resolution reads as follows:

“That merit marks will be submitted once a year and the date of submittal will be no later than 15 March. The merit mark year will remain the calendar year. There will be no need for supplemental merit mark reports.”

P/C/C Jensen continued by saying that the Operating Committee and the merit mark area monitors have discussed this proposal at length and both groups agree that reducing or eliminating the requirement for supplemental merit mark submittals for work performed after 15 November is a worthy goal. He stated that there is a strong belief that the ceremony during which the chief commander awards life membership to new life members should remain during the Annual Meeting rather than being shifted to a Governing Board Meeting. He said that new life members are much more likely to attend an Annual Meeting to receive their awards.

He explained that based on the earlier vote during this Governing Board Meeting, the 2007 Annual Meeting will occur in late February and subsequent annual meetings are likely to be similarly scheduled, so it is likely that in 2007 and later it may be possible to find a later date for merit mark submissions and still accommodate new life members at annual meetings. He said that in the interim between now and 2007, both the Operating Committee and the merit mark area monitors believe that it is best to keep the date at 15 November. P/C/C Jensen stated that, for the
above reasons, he requested that the Governing Board vote against this resolution. The Governing Board DEFEATED the District 22 resolution. (05-GB-3)

P/C/C Lance J. Jensen, SN, reported on a District 31 resolution assigned to the OCom that reads as follows:

“That Section 20.25 of the Operations Manual dated Sept 2, 2002, be eliminated. This resolution would allow districts to charge a registration fee at district conferences to pay for the charges for meeting rooms and other hotel items.”

P/C/C Jensen reported that both the OCom and the Committee on Rules have reviewed the language of Section 20.25. He said that they do not believe that this section prohibits districts from charging registration fees for certain events associated with district conferences. He said what Section 20.20 does prohibit is charging a member of the district to attend voting meetings during the district conference. He stated that both the Operating Committee and the Committee on Rules felt strongly that USPS should continue the policy of not charging members to attend voting meetings during district conferences. He continued by saying that the Operating Committee believed that charging a registration fee to attend district conferences is likely to discourage rather than encourage conference attendance, so it is preferable to continue to cover these extraneous hotel charges by the usual practice of including necessary amounts in the ticket charges for various conference meals, socials and other activities. P/C/C Jensen stated that for the above reasons, he requested that the Governing Board vote against this resolution.

Following discussion concerning whether the wording of the resolution as presented to the Governing Board was the same wording as the original resolution from District 31, a motion was made and ADOPTED by the Governing Board to defer voting on this resolution until the Fall 2003 Governing Board Meeting in Reno, Nev. (05-GB-24)

P/C/C Jensen continued his report and referred the Governing Board to the actions of the 12 April 2003 Operating Committee Meeting in the seat packets and made a motion to ratify these actions:

1. A previous electronic vote to approve provisional squadron status for Albemarle Provisional Squadron and to assign it to District 27 for administrative purposes.
2. A previous electronic vote to approve the purchase of 20,000 presentation folders at a cost of $9,136.

3. A motion to grant a life saving award to Lt Thomas A. Gilbert, P. (04-OC-22)

4. A motion to approve several honorary memberships. (04-OC-23)

5. A motion that headquarters bill members of Mississippi Coast Power Squadron/15 for the appropriate national dues and the District 15 assessment with a letter outlining the alternatives of transferring to another squadron. (04-OC-24) [This motion was rescinded by the OCom after this meeting on 24 April 2003, by an e-mail vote, after receiving further information.]

6. A motion to eliminate the standard operating procedure allowing all USCGAux members to be eligible for USPS membership. USCGAux members who have passed a NASBLA-approved safe boating course with a proctored exam are eligible for USPS membership in accordance with other membership qualifying provisions. (04-OC-25)

7. A motion, in accordance with USPS Bylaws, Section 7.11.9, to approve Lockport Power Squadron/6 providing instruction in advanced grade courses to personnel of USCG Station Niagara in Youngstown, N.Y. (04-OC-26)

8. A motion to recommend to the Reno Governing Board that a standard procedure be adopted for all apprentices using the Sea Scout apprentice model by charging all apprentices a $12 annual fee, with no initiation fee, which includes a subscription to THE ENSIGN. (04-OC-27)

9. A motion to approve the recommendations from the National Meetings Committee for a proposed national meetings schedule in 2006 and 2007, and to present it to the Governing Board for approval at the New Orleans Governing Board Meeting, pending approval of two national meetings per year. (04-OC-28)

10. A motion to approve $9,000 to purchase a table display, printed materials and donor recognition materials for use by the Planned Giving Committee to be funded from the Endowment Fund. (04-OC-29)

11. A motion to approve a grant of up to $2,500 to cover the costs to produce and distribute C/C Smith’s “fireside chat” video to districts and squadrons, which will be paid for by unrestricted funds in the Member’s Fund (04-OC-30)

12. A motion to sell USPS promotional bags at a cost of $.06 each to squadrons, with a minimum purchase of 100 bags, plus shipping and handling. (04-OC-31)

13. A motion to establish written procedures that will allow districts and squadrons to rent the USPS display booth. (04-OC-32)
14. A motion to spend up to $6,000 for a graphics cover for a second USPS display booth. (04-OC-33)

The Governing Board ADOPTED the motion. (05-GB-25)

P/C/C Jensen referred the Governing Board to the actions of the 7-10 May 2003 Operating Committee Meeting in the seat packets and made a motion to ratify these actions:

1. A previous electronic vote to rescind a previous motion, after receiving additional information, that headquarters bill members of Mississippi Coast Power Squadron/15 for the appropriate national dues and the District 15 assessment with a letter outlining the alternatives of transferring to another squadron.

2. A motion to present honorary memberships to M.J. “Mike” Foster Jr., the governor of Louisiana; James W. Stark, chief of staff, 8th Coast Guard District, USCG; Cdr. Kim Pickens, USCG; and Josh Gilliland, president, Quartermaster Associates, Sea Scouts, BSA.

3. A motion to approve provisional squadron status for a group from Columbia Bend and to assign it to District 16 for administrative purposes.

4. A motion to establish a selling price to squadrons of $7.50 for the Chart Smart instructor manual.

5. A motion that the price of the ABC course materials to squadrons be reduced from $17.50 to $15, which corresponds directly with the selling price to squadrons for the Boat Smart course.

6. A motion to provide one complimentary glass of wine to first-time attendees who attend a first-timers reception.

7. A motion to approve the concept of a USPS Youth Scholarship Program.

8. A motion to add the tagline “America’s Boating Club®” to the cover of THE ENSIGN.

9. A motion approving a gift received by Clearwater Sail & Power Squadron in the amount of $266,157, and to include an additional final distribution, pursuant to Operating Committee policy.

10. A motion to support the USCGAux’s request to reduce the selling price of the ABC manual and CD-ROM, which is sold by ABC Central to USPS and the USCGAux, to $3.

11. A resolution approving the execution of a restatement of the USPS employees’ Tax Sheltered Annuity Program.

- 24 - GB 10 May 2003
The Governing Board ADOPTED the motion. (05-GB-26)

Report of the Chief Commander

C/C Theodore H. Smith, SN, began his report by stating that he hoped that members could see that there are many new things happening at the USPS national level. He said that USPS is not afraid of change and it is the change as dictated by the USPS Strategic Plan that will keep the organization young and vibrant, even though USPS is celebrating its 90th anniversary in 2004.

C/C Smith noted that the Governing Board had approved reducing the number of national meetings to two each year. He also explained that the new approach of providing written reports from OCom members is so that Governing Board members can take these reports home and share them with other members. He said that members are witnessing an attempt to have the business part of a Governing Board Meeting work in an orderly and organized fashion.

The chief told members that they would also witness a completely different Governing Board Meeting during the afternoon session. He said that members would have fun learning what USPS is doing during this M and M year. He said that M and M means Marketing and Membership, or marketing membership.

He stated that members would see and hear national’s efforts to bring USPS to the public’s attention by spreading the word that USPS is a safe boating organization. He said this is being done in the form of safe boating videos made possible by USCG grants and through USPS’ partnering programs, such as the signing of an MOU with the U.S. Army Corps of Engineers and an MOA with the National Weather Service. He said that three successful squadrons would report on how they have been able to gain in membership during the past year. He noted that members will also hear from nonmember Ted Murphy, a marketing specialist, on the importance of growing organizations.

C/C Smith stated that he hoped the changes in the structure of Governing Board meetings will be a beginning to helping these meetings take on new meaning and capture members’ interest and enthusiasm. The changes will also help create a new focus on membership and marketing and what USPS can do to grow.

- 25 - GB 10 May 2003
The chief reported that he had been busy during the past few months doing what he pledged to do about making a difference in the USPS public image and how to grow the organization. He said that growing USPS is critical. He reported that the new ad hoc National Government Relations Committee continues to better organize to represent USPS in Washington, D.C., and as a member of various governmental alliances and commercial associations. He said that USPS is now being recognized as an organization that is not standing still but rather one that is making a definite impact on those who concern themselves with boating safety. He said that USPS is a boating organization that cares what happens to its country in times of crises and that members want to be a part of homeland security.

C/C Smith reported that he met with Admiral Tom Collins, commandant of the USCG, and told him that USPS is ready to assist with homeland security activities. He reported that USPS representatives are working with NOAA, the USCG and the White House in an attempt to secure government liability protection when members are working as government volunteers. He said that President Bush has called for volunteers and USPS members are ready. He announced that he directed the National Government Relations Committee chairman P/R/C Jack Wilson, AP, to find a member he could appoint as director of homeland security to work toward developing a support capability for the USCG, the USCGAux and the U.S. Army Corps of Engineers.

The chief said that a few weeks ago he videotaped a “fireside chat” to inform the membership on what is new in USPS and about the benefits members enjoy. He thanked Ted Rankine and his team for their assistance in producing this video. The chief said that a copy of the video will be distributed to each district and squadron.

C/C Smith reminded members that dues renewal time is when USPS learns if squadrons have done an effective job of keeping members involved. He stated that it would be fantastic if the nonrenewal rate would drop by a few percent. He said that reducing the nonrenewal rate is possible if squadrons are doing their job. He encouraged squadrons to contact their members during dues renewal time to promote USPS and its safe boating interests.

**Report of the USPS Educational Fund**

George M. Turner, chairman, reported current assets in the fund total $1,762,000. He reported that since the fund’s inception 41 years ago the trustees had approved 171 educational
grants in excess of $1 million. He reported that the trustees approved a grant for the Seamanship Course and a grant requested by the Administrative Department to fund 20 percent of a request with the balance of 80 percent being funded by a USCG grant.

Report of the National Safe Boating Council

R/C Joyce F. Shaw, AP, reported that the National Safe Boating Council awarded 20 Recreational Boating Safety small grants this year. She reported that eight of these grants, totaling $7,555, were awarded to USPS squadrons. Squadrons that received grants were Miles River Power Squadron/5, Sebastian Inlet Provisional Squadron/8, Mt. Clemens Power Squadron/9, Baton Rouge Power Squadron/15, Gulf Breeze Power Squadron/15, Cape Fear Power Squadron/27, Cape Lookout Power Squadron/27 and Des Moines Power Squadron/30.

R/C Shaw referred members to an article published in the May 2003 THE ENSIGN on the NSBC. She reminded squadrons to report their National Safe Boating Week activities to the NSBC in order to receive safety honor roll status.

C/C Smith recessed the business meeting at 1245.

C/C Smith called the meeting to order at 1400.

C/C Smith introduced Col. Peter J. Rowan, commander of the 57th District of the U.S. Army Corps of Engineers, who made a few remarks to the Governing Board. C/C Smith and Col. Rowan then signed an MOU that focuses on a continuing effort to develop mutual programs in the areas of cooperative charting, homeland security and boating safety education.

Afternoon Membership Campaign Presentation

The afternoon session focused on a membership and marketing campaign with remarks by C/C Smith. P/R/C Robert A. Green, N, and Ted Rankine of Dual Media showed excerpts of the
Onboard Safety Equipment video that will be aired on television later this year. Ted Murphy of Mind Comet spoke to the members about how to recruit today’s youth as new members.

Representatives from Raritan Bay Power Squadron/4, Lower Rio Grande Valley Power Squadron/21 and Diablo Power Squadron/25 shared their experiences and successes during the past year on new member recruitment.

C/C Smith adjourned the afternoon session at 1545.

V/C Frank A Dvorak, SN
National Secretary
ACTION SUMMARY

1. A motion to amend Article 17, Section 17.1 of the USPS Bylaws to require that squadrons offer to the public at least one boating course per year that meets the educational qualifications for USPS membership. (05-GB-6)

2. A motion to amend USPS Bylaws Section 5.10 to change the name of the Membership Committees to Membership Committee. (05-GB-7)

3. A motion to assign Tip of the Mitt Power Squadron to District 9. (05-GB-8)

4. A motion to assign the St. Helen’s Sail and Power Squadron to District 32. (05-GB-9)

5. A motion to approve chartering Skagit Bay Sail and Power Squadron and to assign it to District 16. (05-GB-10)

6. A motion to amend USPS Bylaws Section 9.4.1 to allow for two national meetings per year instead of three beginning in 2006. (05-GB-11)

7. A motion to elect general members of the Governing Board. (05-GB-12)

8. A motion to elect a new staff commander of the Member Benefits Committee to fill an unexpired term and to elect a Planned Giving Committee staff commander, created by a vacancy. (05-GB-13)

9. A motion to appoint additional members to the Marketing and Public Relations Committee. (05-GB-14)

10. A motion to elect a new trustee to the USPS Educational Fund the Committee to fill a vacancy. (05-GB-15)

11. A motion to confirm the 4 January 2003 ratification of actions of the Operating Committee reflected in the minutes of its 31 December 2002 meeting. (05-GB-16)

12. A motion to approve a District 13 resolution to allow all past officers to display their past office on their USPS nametag. (05-GB-17)

13. A motion to approve hosting national meetings in New York, N.Y., on 15-20 August 2006, at the Grand Hyatt Hotel, at a room rate of $169; a 20 -25 February 2007 meeting in Jacksonville, Fla., at the Adam’s Mark, at a room rate of $124, and a 4-9 September meeting in Norfolk, Va., at the Marriott, at a room rate of $119. (05-GB-18)


15. A motion to dissolve Pine Bluff Power Squadron/31. (05-GB-20)

16. A motion to dissolve Mississippi Coast Power Squadron/15. (05-GB-21)
17. A motion to instruct the Committee on Rules to draft *USPS Bylaws* amendments to allow a Beta test for HQ anniversary billing using a limited number squadrons or districts on a voluntary basis. (05-GB-22)

18. A motion that the actions of the Operating Committee meeting held on 22 February 2003 be ratified. (05-GB-23)

19. A motion to defer voting on the District 31 resolution to clarify the wording of the original resolution. (05-GB-24)

20. A motion that the actions of the Operating Committee meeting held on 12 April 2003 be ratified. (05-GB-25)

21. A motion that the actions of the Operating Committee meeting held on 7 - 10 May 2003 be ratified. (05-GB-26)

**DEFEATED**

1. A District 17 resolution to amend the national bylaws to include a default section for the voting process at national Governing Board and annual meetings. (05-GB-2)

2. A District 22 resolution that merit marks will be submitted once a year and the date of submittal will be no later than 15 March. (05-GB-3)