MINUTES OF THE SPRING GOVERNING BOARD MEETING
HELD ON 22 MAY 2004
AT THE HILTON PITTSBURGH HOTEL, PITTSBURGH, PENNSYLVANIA

Chief Commander G. Leslie Johnson, SN, convened the meeting at 0930.

Father Louis M. Reitz, AP, delivered the invocation, which was followed by the Pledge of Allegiance led by N/F/Lt Theodore C. Kontos, SN, and the singing of the national anthem.

Introduction of Past Chief Commanders

P/C/C Theodore H. Smith, SN, introduced the other past chief commanders who were present in the order of their terms:

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

C/C Johnson introduced P/C/C Theodore H. Smith, SN 2002-2003 (Grosse Pointe/9).

During the introductions of the past chief commanders, a special remembrance was celebrated for recently passed P/C/C James H. (Pou) Bailey, SN, 1980-1981 (Raleigh/27.)

P/R/C Jack Wilson, AP, chairman of the ad hoc Government and Partner Relations
Committee, introduced honored guests:

- Andrew Talento, Governor’s Sportsmen’s Advisory Council of Pennsylvania
- Capt. James Gardner, chief, Marine Chart Division, National Ocean Service, National Oceanic and Atmospheric Administration, Office of Coast Survey, who signed a memorandum of understanding with C/C Johnson.
- Ken Forster, Marine Chart Division, NOS, NOAA, Office of Coast Survey
- Cdr. Kim Pickens, USCG, project officer, Operation BoatSmart
- John Malatak, USCG Office of Boating Safety, chief of Program Development and Implementation Division
- National Commodore Bill Edgerton, USCGAux
- C/C Tony Gardiner, SN, Canadian Sail and Power Squadrons, who introduced other CPS members present
- Randy Edwards, vice president, National Association of State Boating Law Administrators, and the state of Iowa assistant chief of law enforcement, who presented a plaque to C/C Johnson from the National Boating Safety Advisory Council in commemoration of USPS’ 90th anniversary.

The national secretary declared a quorum present.

The chief commander announced an attendance of 585.

**Report of the Committee on Rules**

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

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

**Item 1:** Members of Squadron Committees
The Committee on Rules received a request from District 17 to consider a Bylaws revision to allow family members to serve on squadron committees and to serve as chairmen of nonelected committees. At its most recent meeting, the committee discussed this issue and agreed with the concept. Therefore, with the concurrence of the Operating Committee, the Committee on Rules proposes the following changes to USPS Bylaws. The current Bylaws are shown in normal type with deleted wording struck through. New wording is shown in bold type.

Section 4.5 Elected officers, elected committee chairmen and committee members, and all appointees shall be subject to the following general provisions:
Section 4.5.1 All elected officers, all elected committee chairmen and elected committee members shall be active members in good standing, and all appointed officers and appointed committee chairmen shall be active members, woman's certificate holders, or family or apprentice members, at least 18 years of age, and in good standing.

Section 7.8 All elected squadron officers shall be active members in good standing of their that squadron and shall be elected as prescribed in the squadron bylaws except that the squadron educational officer, and assistant squadron educational officer if any, shall be elected as prescribed in 4.6 herein.

Section 11.1 No person shall be qualified for nomination, election or acceptance of elective office in USPS unless an active member in good standing at the time.

Section 13.5.4 The issuance or continuation of a woman's certificate or issuance of any certificate of achievement shall not confer any title or grade, nor permit the wearing of any USPS uniform or insignia, nor permit the display of any USPS insignia on a vessel, nor or confer the right to fly the USPS ensign.

R/C Dougherty moved the amendment, and the Governing Board ADOPTED the motion.

Item 2: Apprentice Members

At its meeting in September 2003, the Governing Board created the class of apprentice member for persons between the ages of 12 and 18. The national administrative officer has pointed out that many apprentice members are attending institutions of higher learning and that
requiring them to change their member status and pay higher dues could discourage them from continuing their membership. Therefore, the Committee on Rules, with the concurrence of the Operating Committee recommends that USPS Bylaws, Section 3.8 be amended to allow apprentice membership until the age of 23.

**Article 3  Membership**

**Section 3.8** Apprentice members of USPS shall be persons who have reached the age of twelve and have passed an examination approved by the Operating Committee.

**Section 3.8.1** Apprentice members shall be entitled to the same rights and benefits of membership in USPS as family members, including the right to take advanced grade and elective courses, serve on appointed committees except as chair, and earn family merit marks.

**Section 3.8.2** Apprentice membership shall terminate at the end of the dues year in which the apprentice reaches his twenty-third eighteenth birthday.

R/C Dougherty moved the amendment, and the Governing Board ADOPTED the motion. (2004-GB-7)

R/C Dougherty stated he had found no reference in the USPS Bylaws to the junior family member classification. The Governing Board ADOPTED a motion to request that the Committee on Rules study junior family membership classification and report back to the Governing Board. (2004-GB-8)

**Item 3: Flag and Etiquette Committee**

*USPS Bylaws* Section 5.12.16, confers upon the Governing Board the authority to promulgate specifications and regulations on the wearing of uniforms and insignia and the use of flags and pennants by USPS members. Further, that section allows the Governing Board to delegate such authority when desirable. The Governing Board has delegated the responsibility to approve flags and pennants to the national executive officer. At the 2004 Annual Meeting the Governing Board shifted responsibility for the supervision of the Flag and Etiquette Committee from the national executive officer to the national secretary. Because of these changes, the Operating Committee recommends the Governing Board delegate responsibility for the approval
of flags and pennants to the national secretary.

R/C Dougherty moved the amendment, and the Governing Board ADOPTED the motion. (2004-GB-9)

Item 4: Marine Safety Committee

In order to more accurately describe the duties and responsibilities of this committee, the national executive officer has requested that the Governing Board change the name of the Marine Safety Committee to the Recreational Boating Safety Committee.

R/C Dougherty moved the amendment, and the Governing Board ADOPTED the motion. (2004-GB-10)

R/C Dougherty stated that the Committee on Rules received a duly executed petition for squadron charter from Northern Neck Provisional Squadron. He said that it was the opinion of the Committee on Rules 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 chartering of Northern Neck Sail and Power Squadron on 31 March 2004. R/C Dougherty moved to assign this squadron to District 5, and the Governing Board ADOPTED the motion. This new squadron has 37 chartered members. (2004-GB-11)

R/C Dougherty stated that the Committee on Rules received a duly executed petition for squadron charter from Monterey Bay Provisional Squadron. He said that it was the opinion of the Committee on Rules that this group had met all requirements for the issuance of a charter and consequently, under the provisions of USPS Bylaws, Section 5.2.10, and recommended that the Governing Board charter Monterey Bay Sail and Power Squadron and to further assign it to District 25. The Governing Board ADOPTED the motion. This new squadron has 33 chartered members. (2004-GB-12)

Report of the Committee on Nominations

R/C Glenn Daughtridge, AP, reported that in accordance with the USPS Bylaws, Section 5.5.1(3), the Committee on Nominations recommended the election of the following members:

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In accordance with the *USPS Bylaws*, Section 5.5.1, the Committee on Nominations recommends the election of the below listed members for general members of the Governing Board:

Kenneth N. Beckman, SN, St. Petersburg/22  
Denise Brooks, AP, Port Huron/9  
Mary Lou Charlton, AP, Beaver Lake Sail/31  
Susan L. Darcy, JN, Berkshire/2  
Marjorie J. Dorwart, SN, Calumet Sail/20  
Frank E. Dougherty Jr., AP, Sebastian Inlet/8  
Ronald Friedmann, AP, Neptune/3  
Pamela B. Jacobs, SN, Painesville/11  
Dick Jarmon, SN, Birmingham/9  
Michael R. Kelly, AP, Rochester/6  

William M. Myers, SN, Fox Valley/20  
Richard N. Nitschke, SN, Virginia Beach/5  
Lena J. Parsons, AP, Coral Ridge/8  
Lee Popham, AP, Everglades/8  
Andrew Sausser, AP, Sandusky/29  
Barbara Shaw, Beaverton/32  
Richard M. Spurr, SN, Chicago/20  
Jerry Stephan, AP, Grand Traverse Bay/9  
Elaine Williams, AP, Saybrook/1  

The Governing Board ADOPTED the motion. (2004-GB-13)

R/C Daughtridge reported that in accordance with *USPS Bylaws*, Section 11.9, and upon recommendation of the committee chairman, and with the approval of the chief commander, the committee recommended the appointment of P/D/C Horacio A. Cabrera, AP, San Juan/33, as a member of the Law Committee. The Governing Board ADOPTED the motion. (2004-GB-14)

R/C Daughtridge reported that in accordance with *USPS Bylaws*, Section 11.9, and upon recommendation of the committee chairman, and with the approval of the chief commander, the committee recommended the appointment of the following members to the Marketing and Public Relations Committee: D/C Damon Davis, AP, Hoosier/24; P/D/C Richard P. Gallop, SN, Mt. Clemens/9; and D/Lt/C Thomas T. Roscoe, AP, Lakes Region Sail/19.

The Governing Board ADOPTED the motion. (2004-GB-15)

**Approval of the Minutes**

C/C Johnson asked for corrections or additions to the minutes of the Governing Board meetings held on 17 Jan. 2004. Hearing none, he declared the minutes approved as distributed.

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Report of the National Law Officer

R/C James D. Richlak, SN, reported that the Law Committee has been working on matters submitted from all levels of USPS, including questions about insurance coverage for on-the-water activities. The committee has also reviewed grant proposals, the Maptech MOU, the New Hampshire MOU, the proposed Recreational Boating Safety Visitation Program MOU with the USCGAux and the Agreement for the Grand Excursion event to be held during June and July 2004 in celebration of the upper Mississippi River history, as well as addressing miscellaneous intellectual property matters.

R/C Richlak reported that several position papers and policies that will provide answers and guidance to many district and squadron questions are available on the Law Committee’s Web site as follows:

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<thead>
<tr>
<th>Position Papers</th>
<th>Policies</th>
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<td>ADA</td>
<td>USPS Trademarks</td>
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<tr>
<td>Cooperative Efforts</td>
<td>On the Water</td>
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<tr>
<td>Copyright Issues</td>
<td>Property: Owned/Leased</td>
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<td>Liquor and Gambling</td>
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<tr>
<td>Tax Questions</td>
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Report of the Planning Committee

R/C Alan F. Wentworth, SN, chairman, reported on Planning Committee actions. The first action was a study of membership and contingency planning. He said that in an organization that is largely dependent on member dues for operating revenues, such as USPS, the impact of some well-established membership trends over time becomes critical in planning for the future. The committee produced a well-documented study that illustrates the impact of some variables and the expected long-term effects if current membership trends continue. He said that as a corollary to
this study, and in an effort to provide further factual information for planning purposes, the committee is examining the feasibility of a limited, focused survey to determine new members’ interests and expectations of USPS.

The second action was the creation of the Squadron Internal Review form, which is an update to the Squadron Evaluation Sheet. He said that this form can be used by squadron commanders to assess their squadron’s strengths and weaknesses and it can be downloaded from the committee’s Web site.

R/C Wentworth reported that the Planning Committee’s Web site had been revised and updated. The site includes the new PlanCom Manual and the new Squadron Internal Review form, as well as information about PlanCom members and the Strategic Plan.

He reported that an e-mail network for the Planning Committee and the district planning committee chairmen and district commanders has been established to allow better communication among members interested in sharing ideas about planning and assistance with pending district resolutions.

R/C Wentworth reported on the status of monitoring the Strategic Plan. He said that comparing USPS 3 years ago and USPS today reveals that significant improvements have been made in operations since the Strategic Plan began. He reported that PlanCom has developed an alternative method of accomplishing the monitoring functions and this method will be presented to the Governing Board for approval at a later date.

R/C Wentworth reported that the Planning Committee will study how to adjust to a national schedule of one annual meeting and one Governing Board meeting per year. He said that this change in operations will demand advanced planning to ensure smooth implementation. He reported that the committee will look at national awards and how to adjust anniversaries, deadlines and award presentations when the number of national meetings is reduced from three to two in 2006.

Report of the Marketing and Public Relations Committee

R/C Darrell G. Allison, AP, chairman, reported that the Marketing and Public Relations
Committee developed the first America’s Boating Course public service announcement. It was distributed on CD-ROM to about 100 boating magazine editors. He reported that a limited number of copies are available at headquarters. He reported that the committee is also developing additional graphics for PSAs that will be distributed via the Internet.

R/C Allison reported that *Your Guide to Safety Equipment*, a new 49-minute video, was previewed and released for distribution at the International Boating and Water Safety Summit in Panama City, Fla. He reported that production costs of this video were funded by a USCG grant from the Wallop-Breaux Aquatic Resources Trust Fund. Copies of the video will be mailed to all squadrons and flotillas for use in the classroom and in community outreach efforts. Copies have also been distributed to West Marine for its lending library; a $10 gift certificate for purchases of $50 or more from West Marine is included in every video package. Additional copies may be obtained from headquarters for $6 to cover shipping and handling fees.

He reported that cooperative advertising funds totaling $2,360.05 have been distributed to 20 squadrons so far in 2004. He said that the Cooperative Advertising Program is a successful financial support program administered by the Marketing and Public Relations Committee. The funding schedule is based on $1 per active member and the reimbursement schedule is set at $.50 for every dollar spent on approved public relations projects. He reminded members that Cooperative Advertising requests are now processed three times a year instead of two. The deadlines for submitting requests are 31 March, 31 August and 31 October. Additional information and forms are available on the Marketing and Public Relations Committee’s Web site.

R/C Allison reported that new public relations posters, handouts and display material in support of the You’re In Command Program are now displayed on the Marketing and Public Relations Committee Web site. He said that these high-quality graphic materials are available in several formats including CD-ROM, DVD, VHS and handouts. These products are designed to be used at boat shows, marinas, retail stores and other venues. Topics include public boating classes, carbon monoxide poisoning and prevention, personal flotation device use and the harmful effects of boating under the influence. These materials are available from headquarters for a small handling fee.

R/C Allison reported on the 2003 Marketing and Public Relations awards. The Chapman Scrapbook Award is a scrapbook contest, the Carl Mahnken Award is given for an outstanding
squadron PowerPoint® presentation, and the Roger Upton Award is given to the squadron with the best video presentation. For the Chapman Scrapbook Award - 1st place - Lake Hartwell/26, 2nd place - Patuxent River/5 and 3rd place Toledo/29; for the Carl C. Mahnken Commander’s Cup - Virginia Beach/5, and for the Roger Upton Award - 1st place Cape Lookout Sail/27 and 2nd place - Dundalk/5.

**Report of the Finance Committee**

R/C Joseph R. Mesenburg, SN, chairman, began his report by stating that USPS finances must improve and that although many aggressive steps have been taken to reduce expenses and expenses are under control, revenues continue to be the problem. He said that USPS national officers are working hard to seek new sources of revenue, including grants and planned giving.

R/C Mesenburg reported that USPS managed $988,315 for districts and squadrons as of 31 April 2004 and that these dollars are invested in certificates of deposit with a range in maturity dates and has an average rate of return of 2.7 percent. He reported that the unrestricted dollars, which totaled approximately $1,046,472 are invested in six equity mutual funds.

He reported that 2003 was an excellent year for USPS investments due to a strong stock market and that favorable corporate earnings reports indicate that the gross domestic product will exceed 4 percent every quarter in 2004. He reported that USPS investments have performed reasonably well during 2004 and that as of 1 May, unrestricted equity mutual funds were up 5.5 percent.

R/C Mesenburg reported a balance in the Members Fund of $125,174.30 and a balance in the Endowment Fund of $124,421.17 as of 1 May 2004. He said that it is imperative that these two funds continue to grow in order to assist USPS in its endeavor to provide boating education to the public and to its members.

**Report of the National Treasurer**

V/C John T. Alter, SN, reported on USPS funds and budget figures as of 30 April 2004. He reported that total revenues were $1,010,583 versus $912,080 a year ago, representing an increase of $98,503. He said that compared to the same period last year, dues and fees were
$18,952 less, but net educational sales were $17,858 more than a year ago. Other income was up $89,766 more than a year ago, but he reminded members that First USA® credit card income is being prorated on a monthly basis as opposed to being added in at year-end. He said that the prorated FUSA income was $29,165 YTD. Ship’s Store net sales were $12,621 more than a year ago.

V/C Alter reported on YTD expenses, which were $948,424 versus $927,748 a year ago, representing a $20,676 increase. He said that most expense categories are tracking at or below last year’s levels and are in line with budget estimates.

The national treasurer reported that operating revenues exceed expenses by $62,159 versus a deficit of $15,668 a year ago. He reiterated that decreasing dues revenue continues to be a concern and that the results of the 2005 membership renewal efforts could have a dramatic impact on USPS’ future financial results.

V/C Alter reported on the voluntary headquarters anniversary billing test with districts 10, 15 and 16. He said that the test is going smoothly and that 1,005 members had renewed as of 30 April 2004. He reported that 120 members had renewed on line by using their credit card and 34 renewed by mailing in their credit card information to headquarters. Out of the total renewed, 851 members renewed by check, meaning that 15 percent renewed by credit card, and of that group 85 percent of those who used a credit card renewed online. He thanked the headquarters staff and members of the Information Technology Committee for their hard work in preparing for the VHQB trial.

The national treasurer reported that there has been little activity in Planned Giving; however he said donations are being received in remembrance of P/C/C William D. Selden, SN, and P/C/C James H. Pou Bailey, SN, which are being deposited in the Members Fund.

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; and Yvonne Hill, editor, THE ENSIGN.
V/C Dvorak reported on his personal experience with the VHQAB trial, saying he received his 2005 dues renewal invoice in mid-April and renewed online at www.usps.org/dues in just 3 minutes. Moments later he received an e-mail confirmation. He reported that he had received rave reviews from members of districts 10, 15 and 16, and he thanked ITCom members and headquarters staff for all of their hard work.

The national secretary reported that C/C Johnson authorized an ad hoc committee to develop a 5-year plan for THE ENSIGN magazine. The committee of P/D/C Bill Mullin, AP, chairman; D/C Angelo Giovanniello, SN; Yvonne Hill, THE ENSIGN editor; R/C Darrell Alison, AP; R/C Tom Ellis, JN and Stf/C Bill Bellinger, SN, will consider major upgrades to the magazine. The goal is to generate advertising revenue in the same magnitude as the cost of production of the magazine.

V/C Dvorak reported that ITCom developed a new software program for the Educational Department called the Boating Course Assistant. He said that BCA can be used by squadrons when teaching The Squadron Boating Course, Boat Smart or America’s Boating Course. The software allows squadrons to electronically submit a student’s name and demographic data to headquarters and also prints course completion certificates and membership application forms. He encouraged squadrons to begin using BCA because doing so will create a database of students that have taken USPS boating courses.

He reported that the Historian’s Committee has undertaken two research projects: a request from the Flag and Etiquette Committee to research the history of the USPS ensign, and specifically, recognition by a U.S. president or other U.S. official; and to research historical information related to USPS’ 90th anniversary for the ad hoc Government and Partner Relations Committee. The committee is also testing an updated version of the squadron history form (701H) that will be compatible with the DB200 version. The new form will be posted on the Historian’s Web site and will be included in the 2005 commanders’ kits.

V/C Dvorak presented burgees for St. Clair Shores/9 and Tip of the Mitt/9 and district flags for District 19 and District 27 to the Governing Board. He stated that he approved the squadron burgees and district flags contingent on the Flag and Etiquette Committee receiving a production sample. He also approved 50th anniversary burgees for Dearborn/9, Ft. Walton
The Flag and Etiquette Committee is compiling a list of frequently asked questions to post on its Web site. The committee is also reviewing the flag information on the USPS Web site for accuracy and working with the Operations Manual Committee and the Educational Department to ensure that flag and etiquette information is consistent throughout the organization.

The Operations Manual Committee has finished updating sections of the manual to reflect the departmental committee assignment changes that were approved by the Governing Board at the 2004 Annual Meeting. The updated, online and CD-ROM versions will be available soon.

The Publications Committee is reviewing about 400 squadron and district newsletters. It is also reviewing several appeals from districts and squadrons for the 2003 Distinction in Journalism Award. The committee is working with the Squadron Development Committee to ensure that provisional squadrons are included in future Distinction in Journalism Awards.

The Ship’s Store Committee has added seven new items to its inventory, which will be available on the committee’s Web site.

**Report of the National Administrative Officer**

V/C Creighton C. Maynard Jr., SN, reported that the Auxiliary Advisory Committee advised him that Boca Ciega Auxiliary disbanded after 47 years of service. He announced that there are 32 active auxiliaries. He reported that the USPS cookbook, *By Land or Sea*, is scheduled for release in September 2004. More than 500 copies have been sold to date and 3,000 copies will be published in the initial order. The Auxiliary Advisory Committee will publish the 2004-2005 Auxiliary Directory in June 2004.

The Leadership Development Committee reported that the new Leadership Development Program manual is available at headquarters. V/C Maynard said that the new LDP manual was written to help members understand how to become a USPS leader. The committee is also working on programs to teach presenters PowerPoint® and how to present OD programs.

The Member Benefits Committee reported that the list of member benefits is growing.
following are some of the USPS benefits:

- Free education
- Tax deduction on dues and some travel
- Extensive boat insurance discounts
- Airline and car rental discounts
- Reduced BoatU.S. membership dues
- First USA® Affinity credit card
- USPS Port Captains Program
- West Marine discounts in conjunction with the VSC Program
- Liaisons with governmental agencies
- Discounted Sea//Tow and Vessel Assist rates
- 40 percent discount for *Soundings* Magazine
- Discounts with Maptech
- Discounts with Nobletec
- Discounts from Dell Computers.
- A long-term care policy underwritten by John Hancock Insurance. Additional information about this newest member benefit will be published in a future issue of *THE ENSIGN*.

The Membership Committee reported that there were 57,269 members as of 30 April 2004. The committee also reported that most membership-related forms will be available on CD-ROM. The committee has updated the New Member Involvement Orientation Manual, which is available at headquarters.

The youth activities team continues to work toward partnerships for youth activities. It has created a Youth Boating and Water Safety Presentation kit to promote the youth poster contest and to serve as an informational school presentation. This presentation is available on CD-ROM for $10.

V/C Maynard reminded members that MemCom 1, the new member application form, was included in the 2005 dues renewal packet. He encouraged all members to support the Power of One Campaign and recruit new members.
The Squadron Activities Committee has added a frequently asked questions feature to its Web site. The committee reports that there were 875 port captains as of 1 Oct. 2003. The committee is aware of a shortage of port captains in certain areas and is working hard to obtain more port captains to cover these areas. The committee reported that the special event ham radio station held at headquarters in February 2004 was successful and that photos of the event appear in THE ENSIGN’s May 2004 issue. The committee reported that 390 cruise and rendezvous events were reported in 2003 and that 143 events have been reported in 2004.

V/C Maynard invited Stf/C Laura M. Teatero, SN, and P/R/C Priscilla Clarke, AP to present the 2003 Membership Involvement Committee awards. These awards are given to three squadrons that submitted membership success stories. The 2003 MICA winners were given to: honorable mention - DuPage/20 and Cocoa Beach/23; 3rd place - Coral Ridge/8; 2nd place - Minnetonka/10 and 1st place - Phoenix/28.

Special Presentation

C/C Johnson thanked Lee McGriff of McGriff, Seibels and Williams, and Rich DeSimone of St. Paul Insurance Company, for their financial contributions toward the 90th anniversary celebration held in New York City from 2-3 April 2004. Stf/C Robert A. Green, N, chairman of the 90th Anniversary Committee, then showed a video of highlights of the celebration. He encouraged members to purchase an art print of the 90th anniversary painting, which is displayed in USPS headquarters; details about the print are available in THE ENSIGN. Stf/C Green also presented certificates of appreciation to the 90th Anniversary Committee members.

Report of the National Educational Officer

V/C Spencer P. Anderson, SN, reported that the Operating Committee has approved individuals who have graduated from the Sea School OPUV as satisfying the educational requirement for USPS membership.

V/C Anderson reported that sales of ABC materials have increased 30 percent over 2003. He reported that BoatEd is working with Information Spectrum Inc. to develop the links back to the ABC material for missed practice questions. Online testing as been delayed until the questions
that are required by the latest NASBLA Education Standards can be included and BoatEd receives state approvals.

V/C Anderson reported since USPS Bylaws, Section 7.11.9 permits instruction and examination in any advanced grade or elective course to military personnel, the OCom approved individuals who have passed the advanced grade of Seamanship or Piloting or the elective course in Sail as satisfying the educational requirement for USPS membership.

The national educational officer reported that Pam Dillon, executive director of the American Canoe Association, gave a presentation on Friday during the 2004 Governing Board in Pittsburgh titled SmartStart for Paddlers. He said that SmartStart for Paddlers is a short program for the entry-level paddler that can be presented in the classroom, at the campground or at the riverside. The program touches on the key knowledge every new participant needs to avoid accidents. He said that it is a great teaching tool, and he encouraged members to take the seminar which will also be held on Wednesday afternoon during the 2004 Fall Governing Board Meeting in Jacksonville.

The national educational officer reported that The Squadron Boating Course will be released in the summer of 2004. He said that the new course will contain the latest material in compliance with the NASBLA education standards, significantly improved graphics and an appendix on digital charts. It will also include the new Maptech Chart Navigator Training CD-ROM. He reported that Chart Navigator software enables marking waypoints, constructing routes, viewing tide and current information, and annotating notes and marks right on the chart. The software also provides access to a library of chart symbols, the Coast Pilot, Light List and an extensive selection of charts for training purposes. He also reported that the digital version of the USPS Bowditch Bay chart may be used to compare with exercises performed on the paper version of the chart. The 1210tr chart is included as well. This same CD-ROM will also be distributed with the new Piloting and Advanced Piloting courses.

V/C Anderson reported that the Educational Department is continuing to fulfill its promise to bring advanced grade courses more in line with the needs of today’s recreational boaters. He said that he announced at the 2003 Fall Governing Board in Reno that all new USPS courses would be based on the use of electronics as the means of primary navigation with traditional navigation as backup. He said that he announced at the 2004 Annual Meeting that a new
approach will be used to develop new material for both Piloting and Advanced Piloting that will be adaptable to changing technology. The Seamanship Course will be a robust, standalone course that meets members’ needs rather than serving as an expansion of Boat Smart or The Squadron Boating Course. He said that the emphasis in Seamanship will be on navigation rules, deck operations and boat handling. He said that Piloting and Advanced Piloting have historically provided extensive content beyond what is required to pass the navigation portion of the USCG exam; the new material provides comparable coverage in a far more interesting and practical format.

V/C Anderson reported that the new Piloting Course will be available in fall 2004. He said that six beta classes are nearing completion and have been instrumental in helping the project team arrive at the best format for the course. He reported that an AP beta class is also nearing completion. He said that the draft of the AP student guide is complete, and that the course will be available in January 2005.

The national educational officer reported that many members attended the train-the-trainer seminar on how to teach the new Piloting Course, which was held during the Pittsburgh Governing Board Meeting. He said that a copy of the Piloting instructor manual, a CD-ROM containing the PowerPoint® presentations for both P and AP and a copy of the outlines for both P and AP were distributed during the seminar. V/C Anderson reported that the USPS Educational Fund trustees will underwrite the cost of the training materials used at the educational training seminars at the 2004 Governing Board meetings.

Report of the National Executive Officer

V/C Ernest G. Marshburn, SN, reported that the Executive Department is focusing on external grant funding and that an External Grant Funding Team was established at the April OCom meeting. This team will serve as a liaison between USPS and Jean O’Connell & Associates, the grant-writing firm hired by USPS to generate external funds in support of new USPS projects. He reported that the team’s first initiative was to submit a $497,000 proposal titled Harbor-Watch: A Citizen-Based Homeland Security Program, to the Corporation for National and Community Service on 23 April 2004. He said that the focus of this harbor-watch program will be to train volunteer members of USPS, local citizen’s corps representatives and other persons who will use their own boats to monitor day-to-day boat traffic and port activities.
along high-priority U.S. waterways. He stated that other areas being explored for proposal submission are homeland security, environmental activities, national educational programs and Cooperative Charting.

The Cooperative Charting Committee reported that 626 individuals made the 2003 Cooperative Charting honor roll. He said that 2004 is off to a good start: 18 districts and 120 members have submitted reports. He reported that 29 members and nine squadrons made the Cooperative Charting honor roll in the first month.

V/C Marshburn reported that the National Ocean Service has created an honor roll certificate name verification link on the CCWEB home page to allow individuals who qualified for the honor roll to correct the spelling of their name. He said that USPS is working with NOAA on the development of a portable depth recording device that will automate and simplify the depth survey process.

The National Meetings Committee reported that the 2005 Annual Meeting will feature a talent contest on Wednesday and Thursday evenings. Districts should select their best talent at their 2004 fall conferences to enter the contest. V/C Marshburn said that the objective is to provide free entertainment for members. The committee also reported that EXPO continues to grow with the addition of more commercial vendors to display equipment and materials of interest to members and guests. The fees for commercial booths will be used to provide no-cost functions for the attendees.

V/C Marshburn reported that the National Meetings Committee received a proposed contract from the Hyatt Regency in Dallas to host the 2008 Annual Meeting. The Governing Board ADOPTED a motion to approve Dallas as the site for the 2008 Annual Meeting to be held from 17-25 Feb. 2008 at a rate of $137 per day. (2004-GB-17)

The Recreational Boating Safety Committee reported that Local Notices to Mariners will no longer be sent to subscribers via mail due to cost considerations. These notices are posted on the USCG’s Internet site at www.navcen.uscg.gov/lnm/default.htm.

The Squadron Development Committee reported that two provisional squadrons were chartered in spring 2004. V/C Marshburn reported that 26 provisional squadrons have been chartered.
The committee reported that 75 to 80 percent of the charter members of these new squadrons were new members and 20 to 25 percent were members of other squadrons. He reported that there are currently seven provisional squadrons working toward chartering: Upper Keys/8, Point Wilson/16, Portland Head/19, Lake Conroe/21, Golden Isles/26, Northern Arizona/28 and Tri Lakes/30. He said that groups in Alaska, Mexico, D/21 and D/25 are recruiting members to become eligible for provisional squadron status. The Squadron Development Committee has an expanded and redesigned Web site with categorized links and a list of downloadable forms, manuals, contact information and other resources for provisional squadrons, newly chartered squadrons and squadrons-at-risk.

The Vessel Safety Check Committee reported that as of 30 April 2004, there were 2,151 vessel examiners, 3,312 vessel safety checks were performed and 2,712 decals were awarded. The committee has added new links to the VSC Web site, including a link to most state’s boating laws. The committee reported that VSC Megaweeks will be 22 May to 4 July, coinciding with National Safe Boating Week.

V/C Marshburn reported that the May 2004 edition of *Around the United States Power Squadrons*, the new Executive Department newsletter, has been published and is available at www.usps.org/national/executive/aroundusps. He encouraged members to subscribe to “InsideUSPS,” a Listserve® that provides subscribers with timely information on USPS events, activities and other important information. The Web address is www.usps.org/mailman/listinfo/insideusps.

**Approval of the Actions of the Operating Committee**

C/C Johnson entertained a motion that the actions of the Operating Committee meeting held on 21 Feb. 2004 be ratified, and the Governing Board ADOPTED the motion.

(2004-GB-18)

**Report of the Past Chief Commander**

P/C/C Theodore H. Smith, SN, reviewed the actions taken by the OCom during its meetings held on 19 - 22 May 2004.
1. A motion to recommend to the Governing Board to hold the 2008 Annual Meeting in Dallas from 17 - 25 Feb. 2008 at the Hyatt Regency Hotel at a room rate of $137 per night. (2004-OC-18)

2. A motion to adopt the following position: “Be it resolved that based on current USCG accident and fatality statistics, USPS supports USCG efforts to significantly increase PFD (life jacket) wear by all boaters, especially those in small open boats.” (2004-OC-19)

3. A motion to set the selling price to squadrons for the 2004 The Squadron Boating Course at $25. (2004-OC-20)


5. A motion to accept the recommendation of the Member Benefits Committee and to authorize the committee to proceed with offering a discounted long-term care benefit to members in conjunction with John Hancock Insurance. (2004-OC-22)

6. A motion that a predetermined percentage of the total investment return on the undesignated, unrestricted dollars managed by the Finance Committee be allotted on a yearly basis to the USPS operating budget. This predetermined percentage will be calculated by using a moving average of the four most recent quarterly rates on 10-year treasury notes as a standard. Using these parameters, this percentage will be 4 percent for the 2005 operating budget. (2004-OC-23)

7. A motion that USPS officially supports the National Boating Safety Advisory Council resolution advising the USCG to seek statutory authority that would require that a boat operator, on waters subject to the jurisdiction of the United States, possess a certificate showing completion of an instructional course or its equivalent that meets the NASBLA Standards on Boating Safety Education and the elements of the NASBLA Model Act, and to convey USPS’ support by writing to the NBSAC and the USCG. (2004-OC-24)

Members attending the Governing Board Meeting ADOPTED P/C/C Smith’s motion to ratify these OCom actions at its 19 - 22 May 2004 meetings. (2004-GB-19 )

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Report of the Chief Commander

C/C G. Leslie Johnson, SN, began his report by acknowledging the success of the 90th anniversary celebration held 2-3 April 2004 in New York. He said the weekend was a history lesson, celebrating USPS’ 90th anniversary and the New York Yacht Club’s 160th anniversary. The chief recognized and thanked Stf/C Bob Green, N, and the 90th anniversary committee for their work in planning, scheduling and running the event.

C/C Johnson reported that during his report at the 2004 Annual Meeting in Orlando, Fla., he commented on the USPS budget and the fact that the OCom would work hard to maintain a balanced budget. He said that the OCom met earlier to finalize a balanced 2005 budget. He stated that he will honor as many districts’ requests for specific chief’s representatives at their 2004 Fall District Conference as possible, but that he plans to send chief’s representatives to districts that are close to their homes to cut down on travel expenses.

The chief reported that the OCom has had one teleconference meeting and that it worked well. He said that based on that experience the June OCom meeting will be held via conference call on 22 June 2004.

C/C Johnson reported that thanks to the Secretary’s and Educational departments, USPS is working on a system to maintain a database of students who attend public boating classes. He said that squadrons will be able to electronically submit this information to headquarters. He said that this database will allow USPS to maintain contact with students.

The chief stated that it has become apparent to him that there are changes taking place in both USPS and among USPS partners related to youth activities. He reported that there were several seminars at the IBWSS in Panama City, Fla., that were related to boat safety and water safety for children. He said that there is a strong push to get the water safety message to young people. He encouraged squadrons to participate in youth activities and to contact Stf/C Roberta Dougherty, AP, for ideas.

C/C Johnson reported that the ad hoc Environmental Committee has created a USPS environmental poster. The committee is receiving reports from squadrons about local environmental projects.

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The chief reported that he did not have the date of his squadron’s next boating class readily available when he was performing a recent vessel safety check. He encouraged vessel examiners to be prepared to share the date of their squadron’s next public boating class with the boat owner.

The chief reported that P/N/F/Lt Trudy Brown, AP, and P/D/C Twila Hauck, SN, are creating a Web site to showcase photos of national events.

**N Club Presentation**

P/R/C John Lucchesi, SN, reported that the N Club Sextant Award has been presented annually since 1955, recognizing squadrons that have demonstrated educational excellence in addition to teaching JN and N courses. He said that these awards are given to encourage members to learn and teach the principles of celestial navigation. The N Club Board of Managers determines winners based on national educational statistics. The 2003 winners were 3rd place, San Diego/28; 2nd place, Galveston Bay/21; 1st place, Pensacola/15.

**Report of the USPS Educational Fund**

USPS Educational Fund member Dorothy Ellis reported that the total assets managed by the USPS Educational Fund are $2 million, which includes a recent bequest in the amount of $125,000 from P/C Bruce Mac Farlane, SN, Grosse Pointe/9. She reported that the Educational Fund awarded $38,000 in grants so far in 2004. She encouraged squadrons to contribute to the fund and to donate $1 per member to achieve the Educational Fund’s honor roll status.

**Report of the National Boating Federation**

P/V/C Robert P. David, SN, reported that he represents USPS on the National Boating Federation. He reported that major NBF activities include support of the reauthorization of the Wallop-Breaux Trust Fund and the continuation of Loran-C. He reported that there was considerable interest in the International Certification of Pleasure Craft Operators during the European Boating Association meeting in March 2004. He said that it was stated that the

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European Boating Association may mandate certifications as opposed to certifying on a voluntary basis.

**Report of the National Safe Boating Council**

C/C Johnson gave the report of the National Safe Boating Council on behalf of P/R/C Joyce Shaw, AP, who could not attend this meeting. The NSBC reported that Virginia Beach/5 and Baton Rouge/15 were among the 16 recipients of the 2003 NSCB grants. He said that all districts and squadrons are eligible to apply for these small grants of up to $1,000.

The chief also reported that St. Paul Sail and Power Squadron/10 received the NSBC/West Marine Boating Safety Youth Award during the IBWSS held in April 2004.

He referred members to the NSBC Web site at www.safeboatingcouncil.com for additional information.

C/C Johnson recognized Stf/C Roberta Dougherty, AP, and P/D/C Charles Tulip Jr., JN, and presented Stf/C Dougherty with a gift certificate from the NSBC toward attending the 2005 IBWSS. This certificate was given in recognition of USPS’ first place award in the booklets and brochures category at the 2004 IBWSS for its “Sidekicks - Power of Safe Boating” brochure.

Jewish Lay-Leader Gail S. Nachman, SN, delivered the benediction, the color guard retired the colors and C/C Johnson adjourned the meeting at 1515.

V/C Frank A. Dvorak, SN
National Secretary
1. A motion to amend *USPS Bylaws* to allow family members to serve on squadron committees and to serve as chairmen of nonelected committees. (2004-GB-6)

2. A motion to amend *USPS Bylaws*, Section 3.8 to allow apprentice membership until the age of twenty-three. (2004-GB-7)

3. A motion to request that the Committee on Rules study the junior family membership classification and report back to the Governing Board. (2004-GB-8)

4. A motion to delegate the responsibility for the approval of flags and pennants to the national secretary. (2004-GB-9)

5. A motion to change the name of the Marine Safety Committee to the Recreational Boating Safety Committee. (2004-GB-10)


7. A motion to approve the issuance of a charter for Monterey Bay Sail and Power Squadron and to further assign it to District 25. (2004-GB-12)


9. A motion to appoint an additional member to the Law Committee. (2004-GB-14)

10. A motion to elect additional members to the Marketing and Public Relations Committee. (2004-GB-15)

12. A motion to approve Dallas as the site for the 2008 Annual Meeting to be held from 17-25 Feb. 2008 at a rate of $137 per day. (2004-GB-17)
