The Operating Committee of United States Power Squadrons met on 5 - 8 Jan. 2005 at the Rosen Centre, Orlando, Fla.

Members present:

  C/C G. Leslie Johnson, SN  R/C U. Glenn Daughtridge, AP
  V/C Ernest G. Marshburn, SN  R/C James D. Richlak, SN
  V/C Spencer P. Anderson, SN  R/C Joseph R. Mesenburg, SN
  V/C Creighton C. Maynard Jr., SN  R/C Alan F. Wentworth, SN
  V/C Frank A. Dvorak, SN  R/C Darrell G. Allison, AP
  V/C John T. Alter, SN  R/C Thomas R. Dougherty, SN

P/C/C Theodore H. Smith, SN, a member of the Operating Committee, was excused and not at this Annual Meeting due to illness.

Guests present:

  P/C/C Raymond A. Finley Jr., SN  P/C/C Lance J. Jensen, SN
  P/C/C Joseph L. Kennedy, SN  R/C Robert A. Baldridge, SN
  P/C/C Gillette E. Gordon, SN  Stf/C Gerald Grofman, SN
  P/C/C Richard W. Miner, SN  Stf/C James C. Acheson, SN
  P/C/C L.M. Barnes III, SN  Mary Catherine Berube

Report of the Chief Commander

C/C G. Leslie Johnson, SN, called the meeting to order at 0830, and P/C/C Arthur H. Farr, SN, gave the invocation.
C/C Johnson reported that the Operating Committee used electronic means between OCom meetings to approve the following: 1) a motion to approve the list of 2005 honorary members (2005-OC-1) and 2) a motion to continue negotiations with the American Radio Relay League (2005-OC-2).

C/C Johnson reported on his attendance at a Sea Scout potluck dinner on 14 Dec. 2004. He noted that when asked if they knew about USPS, several Sea Scouts said that they had docked at an island owned by some members of Diablo Power Squadron and those Sea Scouts had assisted with the summer cruise. The chief noted that this is just one example of how partnerships are working.

The chief reported that at the 2004 Fall Governing Board the Committee on Rules recommended that he look into creating an advisory board that would consist of both USPS members and nonmembers. He reported that he is studying the recommendation.

**Report of the National Executive Officer**

V/C Ernest G. Marshburn, SN, reported on 2004 Cooperative Charting efforts. As of 1 Dec. 2004, five districts, 120 squadrons and 510 of the 1,055 participating members achieved honor roll status, and 429,302 credits were awarded. Cooperative Charting Committee members and National Oceanic and Atmospheric Administration representatives met in November 2004 to study the use of Depth Wiz. V/C Marshburn reported that a set of standards and requirements based on the results of that study are being developed to improve the quality of Depth Wiz submissions.

The National Meetings Committee continues to investigate potential meeting sites, including Dallas, Southern California, Salt Lake City. V/C Marshburn reported that initial work was underway to explore the potential of a joint USPS-Canadian Power and Sail Squadrons meeting in the Detroit area in 2008. He said that this would offer a tremendous opportunity for members of both organizations to share ideas and socialize. He indicated that the Meetings Committee and a special joint USPS-CPS taskforce would move forward with this concept unless there were objections from OCom. No objections were noted. The Meetings Committee reported that because of the success of the Jacksonville Governing Board website, a special meeting website will be available before each national meeting.

- 2 - OCom 5 January 2005
V/C Marshburn reported that the goals of the Recreational Boating Safety Committee are to provide live safety demonstrations, publish safety bulletins on the committee’s website, create a resource listing of outside speakers, help the U.S. Coast Guard with its America’s Waterway Watch program, and to collaborate with NOAA and the National Weather Service in weather reporting. The committee also reported that all districts achieved Safety Honor Roll status in 2004.

The Squadron Development Committee reported that three squadrons were chartered in 2004: Northern Neck/5, Portland Head/19 and Monterey Bay/25. The committee reported that of all the charter members of the 27 squadrons formed through the provisional squadron process, 78 percent were new members.

The Vessel Safety Check Committee reported that the 2005 VSC decals depict the USPS logo, the USCG logo and the USCG Auxiliary logo. More than 32,000 vessel safety checks were performed by USPS members in 2004.

V/C Marshburn reported that the external grant-funding team is working with the Educational Department to seek funding for a series of train-the-trainer sessions. The team is also working with the VSC Committee and the youth activities team to fund potential grant sources.

He reported that the Executive Department is working with the Educational Department to develop an experienced-boater examination program, which would facilitate USPS admission for experienced boaters who do not need or are unwilling to complete an approved USPS safe boating course.

V/C Marshburn reported that Tres Palacious Provisional Squadron has disbanded.

The national executive officer reported receipt of district resolutions from districts 4 and 21. The District 4 resolution reads as follows:

“In recognition of 25 years of membership and service to USPS by women’s certificate holders, such persons achieving this milestone shall be awarded a USPS 25-year pin.”
V/C Marshburn stated that he would assign this resolution to the Planning Committee, subject to approval by delegates to the Annual Meeting.

The District 21 resolution reads as follows:

“The National Bylaws be amended to allow a district to hold only one conference per year if they so desire.”

V/C Marshburn stated that he would assign this resolution to the Planning Committee, subject to approval by the delegates to the Annual Meeting.

Report of the National Educational Officer

V/C Spencer P. Anderson, SN, reported that 2004 America’s Boating Course sales increased 30 to 35 percent over 2003. He reported that a final payment of $25,250 each was sent to USPS and the USCGAux to reimburse them for their initial investment.

V/C Anderson reported that ED-27 data indicated that 350 more students took a public safe boating course from 1 July 2004 through 30 Nov. 2004 than during the same period in 2003.

The national educational officer reported that C/C Johnson would sign an agreement during the 2005 Annual Meeting with McGraw-Hill/International Marine to co-publish new learning guides. The Marine Amateur Radio Learning Guide will be the first guide published. He said that this venture will promote USPS’ name in bookstores and will be an additional revenue source.

V/C Anderson reported that headquarters shipped approximately 3,000 copies of Piloting 2004 from September through December 2004. He noted that prior to 2004, Piloting course sales have averaged 2,200 copies annually.

He reported that Advanced Piloting 2005 materials will be available at headquarters in mid-January. The OCom ADOPTED a motion to set the selling price to squadrons for the 2005 Advanced Piloting materials as follows: $24 for the student manual, which includes the Maptech
CD-ROM and the 1210 TR chart and $16 for the instructor manual kit, which includes the student manual, instructor manual, the Maptech CD-ROM and the 1210 TR chart. (2005-OC-3).

Report of the National Administrative Officer

V/C Creighton C. Maynard Jr., SN, reported that USPS has sold more than 600 copies of the *By Land or By Sea* cookbook. He reported that USPS has 31 auxiliaries and 1,076 auxiliary members.

The Squadron Activities Committee reported USPS had 507 port captains as of 25 Dec. 2004. The committee also reported that the Speakers Bureau website and database should be available in January 2005.

The Membership Committee reported that there were 54,051 members as of 16 Dec. 2004. The committee is preparing a CD-ROM that contains the following manuals: *Handbook for Interviewers, Membership Committee Guidelines, Membership Committee New Member Orientation Guidelines*, and *Member Involvement Manual*. The CD-ROM should be available for purchase through headquarters in spring 2005.

The national administrative officer reported that the Membership Committee will present the first Power of One awards at the 2005 Annual Meeting. New River Sail and Power Squadron/27 and St. Helens Sail and Power Squadron/32 qualified for the Grand Squadron Challenge, which recognizes squadrons that increase their membership by 50 percent or more.

V/C Maynard reported that the 1st Timer’s reception at the 2005 Annual Meeting would be sponsored by McGriff, Seibels & Williams, the USPS boat insurance agent.

The Member Benefits Committee is working on a potential member benefit that will offer members discounts on charters.
Report of the National Secretary

V/C Frank A. Dvorak, SN, reported that districts 3, 4, 6, 7, 8, 19, 20, 22, 23, 25, 26, 28, 31 and 32 have volunteered to join districts 10, 15 and 16 in the 2005 voluntary headquarters anniversary billing test.

V/C Dvorak reported that headquarters has combined local and long distance telephone and Internet service at a savings of approximately $500 per month, or 30 percent compared to previous billings.

THE ENSIGN Committee reported receipt of 316 squadron newsletters during 2004 that were reviewed for potential articles in THE ENSIGN magazine.

The Information Technology Committee reported that squadrons can use the Boating Course Assistant software to collect data and produce certificates for boating course students. This software also enables squadrons to electronically submit ED-26 and ED-27 information to headquarters. The IT Committee is working on a secure protocol to allow USPS and CPS members to access each other’s members’ website.

Copies of the updated Operations Manual can be purchased from headquarters on CD-ROM for $6 or hard copy for $25.

V/C Dvorak reported that the Publications Committee will award 2004 Distinction in Journalism awards to 27 districts and 304 squadrons.

The Flag and Etiquette Committee approved seven squadron burgees, two district flags, seven 50th anniversary burgees and one 75th anniversary flag in 2004.

Report of the National Treasurer

V/C John T. Alter, SN, reported that 2004 operating expenses were 5.7 percent below the budgeted amount. He noted that the OCom and the national bridge had cut expenses in 2004 by eliminating, among other things, one OCom meeting, replacing one OCom meeting with a
conference call, combining the national bridge and marketing and membership meetings; and scheduling chief’s district conference representatives to minimize travel expenses.

The national treasurer reported that although 2004 dues revenue was well below the budgeted level, retention was better than in 2003. He noted that as of 30 Nov. 2004 there were 967 fewer members than one year ago, which is an improvement over the prior year when there were 2,451 fewer members than in the previous year.

He reported that unaudited figures indicate a 2004 deficit of $169,605, which was a significant improvement over the 2003 deficit, but a deficit nonetheless.

V/C Alter reported that the three hurricanes that devastated Florida and the Gulf Coast severely affected the USPS boat insurance program. Losses through 30 Nov. 2004 totaled $4,879,187, which is more than twice the losses experienced during the previous six years. The national treasurer stated that consequently he anticipated rate increases.

The national treasurer reported that 100 copies of the 90th anniversary art print have been sold to date and 31 additional copies of the 85th anniversary print were sold in 2004. He said that USPS has covered all costs of developing and reproducing the prints.

The national treasurer reported that the voluntary headquarters anniversary billing program will be enhanced to allow squadrons to view the renewal status of their members by accessing a password-protected website, which will be updated daily.

V/C Alter reported receipt of a travel voucher that was received past the 60-day approval limit. The OCom ADOPTED a motion to pay the travel voucher (2005-OC-4).

**Report of the Finance Committee**

R/C Joseph R. Mesenburg, SN, reported that the total equity mutual funds managed by the Finance Committee were valued at $1,114,929 as of 30 Nov. 2004. The total investment return on these dollars was $116,786, or 11.7 percent. Money market funds and bonds totaled $212,315 with a return of $9,153, or 4.5 percent. The district and squadron funds under
management totaled $1,015,291 and are invested in 11 certificates of deposit with an average coupon rate of 2.6 percent.

The Members Fund and the Endowment Fund balances as of 30 Nov. 2004 were $126,624 and $129,332, respectively. R/C Mesenburg reported that the Members Fund contributed $14,483 to headquarters building repairs in 2004. He also reported a $10,000 contribution to the Members Fund from Mary Pacher in memory of her brother, P/R/C William C. Crayne, SN.

R/C Mesenburg reported that as of 30 Nov. 2004, the undesignated, unrestricted dollars plus building and land totaled $2,611,355, which is $388,645 below the requirements of the financial alarm test.

R/C Mesenburg reported that the greatest financial concerns are cash on hand and the operating deficit. The total cash, certificates of deposit and money funds on hand as of 30 Nov. 2004 was $533,855. The same funds totaled $936,110 as of 30 Nov. 2003 and $1,412,183 as of 30 Nov. 2002.

R/C Mesenburg stated that he did not believe a dues increase of 33.3 percent or 25 percent, which was enacted in 1993 and 2001 respectively, would be a quick fix to the alarm test. But, he suggested that a gradual yearly dues increase equal to an inflation percentage or consumer price index increase would give the operating budget fiscal parity with the economy. The OCom concurred that R/C Mesenburg would propose a gradual yearly dues increase to the Annual Meeting delegates for discussion.

**Report of the Committee on Nominations**

R/C U. Glenn Daughtridge, AP, reported that all 2005 appointed and elected positions had been filled except the staff commander position of the Planned Giving Committee.

**Report of the Committee on Rules**

R/C Thomas R. Dougherty, SN, reported that the Committee on Rules had received a request from Corpus Christi Sail and Power Squadron to change its name to Coastal Bend Sail
and Power Squadron. He reported that ComRules had determined that this proposed name has geographic significance, does not conflict with the name of any other squadron, and complies with USPS Bylaws, Section 7.1. He also said that District 21 had approved the change. He stated that all requirements to effect this name change had been met and that he would recommend that the Governing Board approve this change.

R/C Dougherty stated that there are currently six provisional squadrons: Upper Keys/8, Point Wilson/16, Lake Conroe/21, Northern Arizona/28, Golden Isles/26 and Tri Lakes/30.

**Report of the National Law Officer**

R/C James D. Richlak, SN, reported that the United States Postal Service filed an amended trademark registration listing its usage of “USPS” as commencing in 1986 instead of 1995 as reflected in its original trademark application. He recommended that USPS file a trademark application with the United States Patent and Trademark Office to register the initials “USPS” for clothing in International Class 25 since it appears that the United States Power Squadrons has used “USPS” on clothing prior to 1986. The OCom ADOPTED a motion to spend $475 to file and register “USPS” for clothing in International Class 25 (2005-OC-5).

R/C Richlak reported that the Combined Declaration of Use and Incontestability of a Mark Under Sections 8 and 15 for Jet Smart has been accepted by the Patent and Trademark Office. The registration is now incontestable and will remain in effect until 7 Sept. 2009.

The national law officer reported that he had a telephone discussion with the Canadian Power and Sail Squadrons’ national law officer about registering USPS trademarks in Canada. He stated that the CPS national law officer advised USPS to file for trademark protection in Canada to protect its intellectual property.

R/C Richlak reported that C/C Johnson, C/C Howard Peck, CPS, and Robert Barclay, Great Lakes Cruising Club commodore, would sign a memorandum of understanding during the 2005 Annual Meeting.

The national law officer reported that LawCom had reviewed a proposed MOU with the American Radio Relay League, an agreement with Anteon Corporation to prepare materials.
related to the Watersmart II Grant, and a contract with McGraw Hill/International Marine to publish a USPS learning guide.

R/C Richlak reported that as of 17 Dec. 2004, approximately 45 subordinate units had not complied with the request to file a subordinate unit information request with USPS headquarters.

The national law officer reported that LawCom received a proposal requesting guidance concerning a proposed initiative between USPS and Maptech. The initiative involves a database of up-to-date harbor information that would be linked to the USPS website. He said that it is the opinion of LawCom that this initiative would create substantial risk to USPS concerning possible claims for publishing incorrect information and nonfeasance resulting in boating accidents consisting of bodily injury and property claims. He said that insurance coverage and related costs should be discussed in detail with Maptech before moving forward with the initiative.

R/C Richlak reported that LawCom reviewed a proposed Senior Mentor/Instructor Program, which would encourage public boating course students to join USPS by offering hands-on boat-handling instruction upon joining the squadron. He stated that LawCom drafted a proposed release to be used in conjunction with the program. After the USPS insurance agent reviewed the proposal, he provided limited assurance of coverage provided that the subordinate unit uses a release, follows the On-the-Water Policy and Guidelines, and ensures that the owner/operator is in charge of the boat.

Report of the Planning Committee

R/C Alan F. Wentworth, SN, reported that P/R/C Ken Link, JN, presented the revised plan for monitoring the USPS Strategic Plan at the November 2004 OCom meeting. He stated that THE ENSIGN has promoted the Strategic Plan by publishing the USPS Mission Statement, the strategic goals and an article about the plan. He also noted that V/C Alter promoted the Strategic Plan in his bridge message in the Dec. 2004 THE ENSIGN. He said that the next step in the revised plan is for the chief to appoint an OCom subcommittee to promote the plan, monitor its progress and report to OCom on the progress of squadrons, districts, and national committees toward the strategic goals. He said the Planning Committee will continue fine-tuning and revising the basic Strategic Plan to make it more relevant, workable, simpler and more focused.
R/C Wentworth reported that in 2005, the Planning Committee will examine practical means of raising revenues for USPS.

R/C Wentworth stated that a priority for PlanCom in 2004 was providing squadron commanders with better leadership tools, including a two-page Squadron Internal Review form, which is available on the committee’ website. He provided OCom with an updated one-page version of the review form to be introduced at the 2005 Expo. The committee has also developed software to simplify the process of updating squadron bylaws. The Planning Committee is working with the Rules Committee to test and finish the development of this software tool.

Report of the Marketing and Public Relations Committee

R/C Darrell G. Allison, AP, reported the development of new USPS public relations posters, which will feature Popeye, Olive Oyl and Swee’pea wearing personal flotation devices and the words “Take it From Popeye, Take a USPS Boating Course.”

R/C Allison reported that in 2004, 32 districts participated in the Cooperative Advertising Program. He reported receipt of 321 requests, which resulted in $37,573.70 paid to districts and squadrons.

R/C Allison reported that the Marketing and Public Relations Committee developed a group of DVD public service announcements. These DVDs will be available at cost to use in encouraging broadcasters to air the messages. Interested district and squadron public relations officers should contact R/C Allison.

He reported that the committee has completed an orientation and recruiting Power Point® presentation, which will be displayed at the 2005 Expo. The presentation will be given to the Membership Committee for reproduction and distribution.

R/C Allison reported that a crew will tape short interviews with the 2005 Expo exhibitors to promote Expo. Each district public relations officer will receive a copy.

He reported that the chief participated in the Ft. Lauderdale and Pompano Beach, Fla., boat parades, along with representatives from NASBLA, NSBC and the Sea Scouts, where the
vessel won first place in its category for the third straight year. The theme of this successful public relations event was “This year be a hero - around water keep kids in life jackets,” and featured Popeye, Olive Oyl and Swe’pea.

R/C Allison reminded members about the three marketing and public relations contests that begin on 1 Jan. each year; the Chapman Scrapbook, the Carl C. Mahnken Power Point Presentation and the Roger Upton video competitions. Awards for the previous calendar year are presented at the Spring Governing Board Meeting. Details are available on the committee’s website.

Report of the Past Chief Commanders

C/C Johnson reported on behalf of P/C/C Theodore H. Smith, SN, who could not attend because of illness. P/C/C Smith reported interest among members to associate with other boating and sporting organizations such as Bass Masters, the American Sail Association and the American Canoe Association. The hope is that by jointly promoting safe boating, USPS could recruit members from these organizations.

P/C/C Smith’s report also stated that several squadrons have suggested that the Committee on Rules establish model bylaws for smaller squadrons. In his report he also encouraged the Planning Committee to consider a workable organization for smaller squadrons.

His report further stated that the final Operation BoatSmart partnership meeting would be held during the 2005 Annual Meeting. His report stated that the overall program concept will not be discontinued; however, responsibilities will move to the USCG Office of Boating Safety.

P/C/C Richard W. Miner, SN, area monitors chairman, predicted that the number of 2004 merit marks received and approved will be higher than in previous years.

C/C Johnson adjourned the meeting at 1440.

V/C Frank A. Dvorak, SN
National Secretary
Operating Committee  
5 - 8 Jan. 2005  
Action Summary

APPROVED

1. A motion to approve the list of 2005 honorary members. (2005-OC-1)


3. A motion to set the selling price to squadrons for the 2005 Advanced Piloting materials as follows: $24 for the student manual, which includes the Maptech CD-ROM and the 1210 TR chart and $16 for the instructor manual kit, which includes the student manual, instructor manual, the Maptech CD-ROM and the 1210 TR chart. (2005-OC-3)

4. A motion to pay a travel voucher that was received past the 60-day approval limit. (2005-OC-4)

5. A motion to file and register with the U.S. Trademark and Patent Office the initials “USPS” for use on clothing in International Class 25. (2005-OC-5)