The Operating Committee of United States Power Squadrons met on 9 Dec. 2006 at the national headquarters in Raleigh, N.C.

Members present:

C/C Ernest G. Marshburn, SN  R/C Allan W. Lakin, SN
V/C Creighton C. Maynard, SN  R/C Shirley Y. Van Rhee, JN
V/C Dick Kyle, SN  R/C James D. Richlak, SN
V/C Frank A. Dvorak, SN  R/C Michael J. Horowitz, JN
V/C Robert A. Baldridge, SN  R/C Darrell G. Allison, AP
V/C Joseph R. Mesenburg, SN  R/C Alan F. Wentworth, SN
P/C/C G. Leslie Johnson, SN

Guests present:

R/C Robert J. Sweet, SN  Stf/C William M. Bellinger, SN
Stf/C Robert A. Green, N  Mary Catherine Berube
Stf/C Noel McKeown, SN

Report of the Chief Commander

C/C Ernest G. Marshburn, SN, called the meeting to order at 0755, and P/C/C G. Leslie Johnson, SN, gave the invocation.
C/C Marshburn reported that during the December Operating Committee Meeting, significant discussions took place concerning alternatives for enhancing the operational effectiveness and efficiency of the national leadership team and more importantly considering the relative merits of establishing an organizational board of directors. He said that documentation (a briefing paper) outlining these discussions is not yet ready for prime time but is in the works. The goal is to finalize and circulate this briefing information to USPS members by the 2007 Annual Meeting in Jacksonville, Fla.

**Report of the National Executive Officer**

V/C Creighton C. Maynard Jr., SN, reported that the District 2 resolution recognizing the first female members who attain life membership would be presented to the 2007 Annual Meeting delegates. C/C Marshburn reported that he appointed R/C Jean Hamilton, SN, P/Stf/C Flo Smith, SN; and Karen Gercak, AP, to an ad hoc committee to determine appropriate recognition during the 2007 Annual Meeting.

V/C Maynard reported that he would ask the Governing Board to assign a District 2 resolution to the Operating Committee. The resolution would modify the USPS Mission Statement to include the development of boating skills in members as one of the objectives; modify the wording in the Educational Goal of the Strategic Plan to include the development of boating skills in members as one of the objectives; modify the wording in Article 2, Objects, of the USPS Bylaws, to include the instruction of boating safety as one of the Objects of USPS; and establish as policy that all USPS publications include the development of boating skills and boating safety.

V/C Maynard reported receiving a resolution from District 21 that reads as follows:

*Whereas, the United States Power Squadrons New Vision Statement for the future states:*

*The New USPS reaches out to provide education for members of boating groups*
all across the country and new programs have been developed with insurance carriers to provide enhanced coverage as a consequence of our safe boating record;

Whereas, at no level – National, District or Squadron, should a member be refused, denied, or prevented from participating in any activity or group benefit to the general membership, regardless of where one resides. USPS has an obligation to provide members of the Gulf and Southeast Atlantic states all and/or similar benefits available to other USPS members;

Whereas, these last two years it was the Gulf Coast and Florida, next year it could be anywhere in the country that a natural disaster could occur, destroying boats;

Whereas, some members did not renew over this issue;

Be it resolved that the Operating Committee of USPS either:

1. Open the boat insurance program for quotations and negotiations to all qualified brokerage firms and property & casualty carriers:
   a. using the size and buying power of the USPS membership, and
   b. the marine education level of most USPS members, and
   c. our reported history of outstanding claims experience in the past many years, not just the recent few;

Or

2. Establish a fund similar to the Education Fund that could be used to offset or help underwrite claims incurred by members:
   a. Recognizing the fund would take years to grow, nevertheless, it is time to start.
b. In addition to solicitation of donations from members, meet with all parties in the marine industry to make the fund a reality emphasizing the following ramifications:

I. Lending institutions will not lend money for boat purchase if their collateral is not insured.

ii. Marine dealers will not sell new or used boats if financing is not available.

iii. Recognizing few boats can be purchased with cash, boat yards and marina facilities will also be impacted.

V/C Maynard reported that he would recommend that the Governing Board assign the District 21 resolution to the Operating Committee at the 2007 Annual Meeting in Jacksonville, Fla.

The national executive officer reported that he received a request to grant provisional squadron status from a group located in the San Fernando Valley area of Los Angeles County, Calif. The OCom ADOPTED a motion to approve provisional squadron status for The Valley Sail & Power Provisional Squadron, subject to its provisional squadron bylaws being approved by the Committee on Rules. (2006-OC-58) This provisional squadron will be assigned to District 13 for administrative purposes.

V/C Maynard reported that he would request the Governing Board to dissolve Saddle River/4, Long Valley/4, Ashtabula/11, Santana/13, Little Rock Sail/31 and River Valley Sail/31 at the 2007 Annual Meeting in Jacksonville, Fla.

The Government and Partners Relations Committee reported that USPS is scheduled to sign a memorandum of understanding with the Citizen Corps during the 2007 Annual Meeting.
The committee is also developing an MOU with the Marine Retailers Association of America and an MOU with the Florida Department of Environmental Protection.

The Squadron Development Committee reported interest in developing new squadrons in districts 5, 10 and 13. Kankakee Provisional Squadron is the only active provisional squadron in USPS.

The Recreational Boating Safety Committee is evaluating the 2006 Squadron Safety Officer Reports to determine the district honor roll. The committee is also working with the United Safe Boating Institute on a grant to distribute personal flotation device showboards.

V/C Maynard reported that C/C Marshburn would present a Lifesaving Award to Cdr Dwain L. Rodman, AP, and Lt Michael D. Johnson, S, Virginia Beach/5 during the 2007 Annual Meeting in Jacksonville, Fla.

V/C Maynard reported that USPS would discontinue the geodetics program effective April 2007. The Cooperative Charting Committee is developing a similar program with the United States Army Corp of Engineers on electronic navigation charts.

The Environmental Committee provided a PowerPoint presentation and handouts for a District 3 environmental seminar. Oyster Bay/3, the United States Coast Guard Auxiliary and Friends of the Bay received a BoatU.S. grant for materials to fund the “Please Don't Dump in Oyster Bay! Use Pumpouts. It's the Right Thing to Do!” campaign. These materials will be featured at the 2007 Governing Board Meeting Expo in Norfolk, Va. The Environmental Committee is working with Orange/21 on a bayou cleanup campaign, which will also be featured at the 2007 Expo in Norfolk.
The Environmental Committee created a 40-minute PowerPoint presentation on global warming that separates facts from junk science and discusses modeling uncertainty and long-term forecasting.

Report of the National Educational Officer

V/C Dick Kyle, SN, reported that he received a request to add a second staff commander position to the Curriculum and Development Committee to manage the Boat Operator Certification Program. He also received a request to add a second staff commander position to the Offshore Navigation Committee to manage the new Navigation Course. The OCom ADOPTED a motion to approve a second staff commander position for the Curriculum and Development and Coordination Committee and the Offshore Navigation Committee. (2006-OC-59)

V/C Kyle reported that Boat Smart and Chart Smart are being combined into one course that will replace the current Squadron Boating Course in early 2008. He stated that Boat Smart would not be reprinted after current inventory is depleted, which is anticipated in April 2007. Chart Smart will not be reprinted. The current Squadron Boating Course manual will be used for those who have been using Boat Smart. A PowerPoint presentation and syllabus will supplement the current Squadron Boating Course book, which will be adapted to an eight-hour format similar to Boat Smart. He noted that the new format will slightly increase the cost to those teaching the eight-hour program over the cost of the existing Boat Smart Course manual (currently $16.) The OCom ADOPTED a motion decreasing the squadron cost for the Squadron Boating Course manual (currently $26) to $20 effective April 2007, with $1 of each boating course sale designated to marketing educational course materials. (2006-OC-60) The net of the increase to Boat Smart users and the decrease to those instructing the full Squadron Boating Course will be revenue neutral to USPS. The Marketing and Public Relations Committee will work closely with the Educational Department to develop a plan to market educational materials.
There was a discussion on allocating marketing funds. The OCom ADOPTED a statement of direction designating a goal to allocate 10 percent of operating revenue to marketing efforts at some point in the future. (2006-OC-61) The national treasurer and the Finance Committee chairman were asked to develop a path forward to reach the goal.

The OCom ADOPTED a motion that the exam requirement for membership may be satisfied by the completion of any United States Coast Guard program. (2006-OC-62)

V/C Kyle reported that Educational Department representatives presented the Boat Operator Certification Program during a recent National Boating Safety Advisory Council meeting and received overwhelmingly positive reaction.

The national educational officer reported that the Educational Department is working with U.S. Sailing to develop on-the-water instruction courses.

V/C Kyle reported that effective 1 Dec. 2006 squadrons are being charged full shipping charges for educational material orders. Effective 1 Jan. 2007, the OCom ADOPTED a motion eliminating the 10 percent restocking fee for returned educational materials to offset some of the increased postage charges to squadrons. (2006-OC-63)

Report of the National Administrative Officer

V/C Frank A. Dvorak, SN, reported that USCG Deputy Sector Commander Catherine Haines will present “Women in the Coast Guard” during the Auxiliary Advisory Committee open meeting at the 2007 Annual Meeting in Jacksonville, Fla.

The Leadership Development Committee distributed the second in a series of leadership seminars “Ten Ways to Get the Best Out of Your Squadron” to district commanders.
The Member Benefits Committee and LawCom are reviewing a travel affinity program. The Member Benefits Committee is considering a partnership with the American Canoe Association. The ACA would certify USPS members to teach canoeing and kayaking.

The OCom discussed the decision by St. Paul Travelers Insurance Co. to cancel members’ boat insurance policies for boats older than 10 years or more than $100,000 in value in the Gulf region from Florida to Texas and along the southeastern Atlantic coast. The Member Benefits Committee will investigate alternatives and report back at the February 2007 OCom Meeting.

V/C Dvorak reported that nine squadrons exceeded 25 percent membership growth in 2006. The Membership Committee requested funding to present these squadrons a Power of One banner during the 2007 Annual Meeting. The OCom ADOPTED a motion to purchase nine Power of One banners at a cost of $1,125 with funding from the Century Fund. (2006-OC-64)

A grant application for WaterSmart from the Start Phase III is being submitted to the USCG. If approved, the grant will fund manual and DVD production and distribution costs.

V/C Dvorak stated that during the 10 June 2006 OCom Meeting the OCom approved a corporate membership, subsequent to Governing Board approval. He submitted a proposed corporate membership structure for review. C/C Marshburn will appoint an ad hoc committee to study the proposal.

V/C Dvorak reported that LawCom reviewed a proposal for a Century Fund fundraising campaign from the Vantage Group of Boston. LawCom submitted questions and comments to Vantage attorneys.
Report of the National Secretary

V/C Robert A. Baldridge, SN, reported that D/Lt/C Peter Mitchelson, SN, and headquarters are developing a web-based new member data entry program. District 8 will be the test district.

V/C Baldridge reported that the Information Technology Committee is working with headquarters on full integration of the Ship’s Store website and implementation of the 5 percent rebate to districts and squadrons on member sales.

The national secretary reported that the new “front door” to the USPS website was launched on 27 Oct. 2006. He thanked R/C Dave Hinders, SN; Stf/C Robert Miller, AP; ITCom; and the redesign team for their efforts. He reported that the redesign team is responding to feedback and implementing changes. A USPS news page can be found at www.usps.org/newpublic2/news.html. The USPS Storm Central website, where members can exchange information during an emergency, is available at www.usps.org/national/natsec/storms.html.

V/C Baldridge reported that a headquarters anniversary billing reports demo is available at www.usps.org/dues/reports/demo_index.html. The demo contains sample district and squadron headquarters anniversary billing reports.

The national secretary reported that Mustang Survival proposed that USPS sell its personal flotation devices with the USPS logo. LawCom will review the proposal.

V/C Baldridge reported that THE ENSIGN redesign will be launched with the January/February 2007 issue. He reported that results of the reader survey were used to determine design. THE ENSIGN staff contracted with Studio630 to help with the redesign. Schumann Printers in Wisconsin won the bid to print the magazine.
THE ENSIGN staff is developing the new electronic newsletter, the Compass. The first issue will focus on the 2007 Annual Meeting but also will include other articles, tips and USPS news. It will be delivered in mid-January to all USPS members and friends whose e-mail addresses are listed in the headquarters database. All members will have the opportunity to subscribe or opt out. Each issue will have standard hyperlinks to particular sections of the website or to USPS partners. New members will receive a welcome issue of the Compass that will provide links to USPS information.

THE ENSIGN Committee is restructuring to support the printed and electronic magazines. The committee noted that many squadrons are turning to electronic newsletters, which reduce readership. THE ENSIGN Committee believes that THE ENSIGN is the only USPS communication that reaches every member of the organization.

THE ENSIGN Committee will present an award to P/C Arnold Medalen, SN, during the 2007 Annual Meeting honoring his 10 years of service writing “The Stargazer” column.

The Information Technology Committee reported that about 70 sets of electronic merit marks were submitted in 2006. V/C Baldridge reported that headquarters surveyed participants for feedback. EMM will expand to all districts in 2007.

ITCom reported that 2006 Web Award evaluations are 89 percent complete. The committee reported that many websites do not meet minimum standards.

The Ship’s Store Committee will publish a mini Ship’s Store catalog in each issue of THE ENSIGN featuring new, seasonal and best selling items.

The Publications Committee reported that the number of 2006 Distinction in Journalism winners is fewer than previous years because some squadrons are now producing only electronic newsletters. The committee anticipates that a new weblog will begin in February 2007 that will...
create a source for editors’ content. A new Editor’s Handbook will be available on the website in February 2007.

V/C Baldridge reminded OCom that copies of THE ENSIGN magazine, wrapped by a letter from the chief and a membership application, are being shipped with all boating orders. The intent is that each boating course student will receive a copy. It was agreed that the initiative would continue in 2007 and be reviewed for continued viability.

V/C Baldridge reported that the OCom requested him to develop a plan for a headquarters marketing department. He stated that most USPS marketing has been carried out by volunteers and that the most effective marketing takes place on the local level. He said that although national efforts have been successful, several new products and giving opportunities have established the need for a headquarters marketing department. He stated that the HMD would work on development, brand placement, member sales, external marketing, membership development, and squadron and district marketing support. HMD would have a staff and a budget and would insource and outsource deliverables as necessary. V/C Baldridge will work with the national treasurer to determine possible funding sources and report back at the February 2007 OCom Meeting.

**Report of the National Treasurer**

V/C Joseph R. Mesenburg, SN, reported that an open Treasurer’s Department meeting has been scheduled during the 2007 Annual Meeting in Jacksonville, Fla., on Friday, 23 Feb. 2007 at 1400. He reported that the agenda will include an overview of the 2006 fiscal year-end financials, the 2007 operating budget, and a question and answer session.

V/C Mesenburg reported that a letter was mailed in November 2006 to all squadrons that were not participating in HQAB encouraging them to join. He reported that he subsequently received several positive responses and requests to join HQAB in 2007.
The national treasurer reported that USPS insurance premiums have risen steadily from $78,695 in 2000 to $164,000 in 2006. He noted that the 2007 premium was held to a $622 increase over the 2006 premium.

V/C Mesenburg reported that the Budget Committee would meet on 9 and 10 March 2007 to begin work on the 2008 budget. He said that it was extremely important for bridge members and department chairmen to substantiate each individual line item budget requests.

The national treasurer reported that he had just received unaudited 2006 fiscal year-end financials. He noted that for the first time in years USPS operated in the black. He said that in accordance with the previous Governing Board approval, income from the Endowment Fund, USPS investments and America’s Boating Course was moved to operating revenue. He stated it was not necessary to use the Endowment Fund income for 2006 operations and that he would prefer to leave the funds in the Endowment Fund. He recommended that the OCom rescind a previous motion adopted at the 10 June 2006 OCom Meeting to allocate $40,000 from the Century Fund total investment return to the 2006 operating budget and to carry forward the funds to the 2007 budget. The OCom ADOPTED the motion. (2006-OC-65)

V/C Mesenburg made a motion that OCom rescind a previous motion to transfer $44,000 of total investment return to operating revenue if it appears that the audited 30 Nov. 2006 fiscal year end net operating budgeted revenue will exceed expenses by $50,000 or more. The OCom ADOPTED the motion. (2006-OC-66)

The national treasurer made a motion to amend the USPS Policy for Reimbursement of Travel and Related Expenses to reimburse the national chaplain, national photographer and parliamentarian for a maximum of three days at annual and governing board meetings. The policy will fall under Reimbursement Code F. The OCom ADOPTED the motion. (2006-OC-67)
Report of the Committee on Nominations

R/C Shirley Y. Van Rhee, JN, reported that the Committee on Nominations completed the 2007 slate of candidates for inclusion in the Call to the 2007 Annual Meeting.

R/C Van Rhee reported that in 2006 ComNom continued to find ways to cut business costs primarily through e-mail communications.

Report of the Committee on Rules

R/C Allan W. Lakin, SN, reported that the Committee on Rules proposed that a new section 5.3.1a be added to the USPS Bylaws:

5.3.1a The Operating Committee may authorize budget reductions and transfers between budget accounts, and may approve supplemental appropriations of not more than $10,000 after receiving a report from the Finance Committee (see section 5.7.2a). If this amendment is adopted, the section would then read:

5.3.1 The Operating Committee shall carry on such routine business of USPS between meetings of the Governing Board as the Governing Board itself might transact in regular session except that the Operating Committee shall not: (1) change the composition of the Governing Board or of the Operating Committee; or (2) amend these bylaws.

5.3.1a The Operating Committee may authorize budget reductions and transfers between budget accounts, and may approve supplemental appropriations of not more than $10,000 after receiving a report from the Finance Committee (see section 5.7.2a).
R/C Lakin stated that the Operating Committee must carry on the routine business of USPS, most of which involves the financial affairs of USPS. He said that appropriations in the annual budget cannot anticipate every need, line items in the budget may need to be added or increased, and other items may need to be reduced to stay within projected income.

He noted that the Operating Committee has been making adjustments for years and the Governing Board always approves these changes, which creates a problem for the Finance and Budget committees. The Finance Committee must report on supplemental appropriations to the Governing Board and has questioned whether the report may be given to the Operating Committee when appropriate. The budget officers need to know whether they should spend supplemental appropriations or reduce expenditures before Governing Board ratification. R/C Lakin stated that this amendment clarifies the authority of the Operating Committee in financial matters. It allows funds to be moved between budget accounts and expenses to be curtailed as needed. Unexpected expenses can be addressed subject to a dollar limit.

The OCom ADOPTED a motion concurrent with the recommendation of the Committee on Rules to add a new Section 5.3.1a to the USPS Bylaws. (2006-OC-68)

R/C Lakin stated that USPS Bylaws authorizes the Governing Board to assign national committees. He reported that the Committee on Rules has no objection to moving the oversight responsibility of national committees. V/C Maynard made a motion to move the oversight responsibility for the National Meetings Committee from the National Executive Department to the chief commander. The OCom ADOPTED the motion. (2006-OC-69)

R/C Lakin updated the OCom on the USPS forms review. The objective is to reduce both the number and complexity of forms required by the national organization from districts and squadrons. He noted that squadrons are required to submit 12 forms annually. The Secretary’s Department will manage the forms website to ensure that all forms are up to date and easily
accessible. It was also noted that district administrative officers could provide feedback on forms management.

**Report of the Finance Committee**

R/C Michael J. Horowitz, JN, reported that investments under the management of the Finance Committee totaled $2,911,826.92 as of 30 Nov. 2006.

R/C Horowitz reported that liquid assets as of 30 Nov. 2006 were $920,918.43, a dangerously low level. He said that the target asset allocation mix is 75 percent equity and 25 percent fixed income investments. He reported that the current mix is 77.8 percent equity and 22.2 percent fixed income, excluding the $20,000 Funk Fund investment. He reported that the total investment return for 11 months, on an adjusted basis, was $72,121.06, a rate of return of 8.5 percent. He reported that $200,000 was transferred in 2006 from USPS investments to the USPS checking account and had not been returned to the investment portfolio as of this date.

The Endowment Fund was valued at $960,856.49 as of 30 Nov. 2006. The assets were allocated as follows: $267,033.85 invested in three mutual funds, $679,000 invested in seven certificates of deposit, and a balance of $14,822.64 in a Wachovia money market fund. He reported that mutual funds investment performance as of 30 Nov. 2006 was $27,008.75, or 8.11 percent. The target asset allocation mix is 25 percent equity and 75 percent fixed income, and is currently 27.796 percent equity and 72.21 percent fixed income.

District and squadron invested funds totaled $1,030,062 as of 30 Nov. 2006. These funds are invested in 10 certificates of deposit, totaling $978,133 with staggered maturity dates, and $43,101 in money market funds.

R/C Horowitz reported that the OCom and committee chairmen have kept a tight rein on 2006 operating expenditures. He said that the revenue side of the budget continues to be a
problem, with membership being the number one problem. He reported that the unaudited 30 Nov. 2006 financial statement showed an operating surplus of $112,224, as compared with an operating deficit of $258,383 at this time last year. He noted that without the addition of investment income of $44,000 from the investment portfolio and $40,000 from the Endowment Fund, the surplus would total $28,224. He also noted that USPS received a second allocation of $25,000 from the ABC joint venture in 2006, and that without this income the surplus would total $3,224.

R/C Horowitz reported that the financial alarm test at the end of the 2005 fiscal year totaled $2,464,172, which was $535,828 below the $3 million control limit. As of 30 Nov. 2006 the total was $2,619,821, or $380,179 below the control limit.

**Report of the Law Officer**

R/C James D. Richlak, SN, reported that federal grant contracts require a drug-free workplace policy. The OCom ADOPTED a Drug-free Workplace Policy, subject to final review by LawCom and headquarters, and authorized spending up to $1,000 to retain a North Carolina attorney to review the policy for compliance with North Carolina and federal laws. (2006-OC-70)

R/C Richlak reported that LawCom reviewed a proposal to establish an e-commerce website for members and the public. He said that e-commerce revenue will be categorized as unrelated business income tax. He recommended that USPS hire an attorney to create a limited liability company and a for-profit corporation to house this activity in order to protect the tax-exempt status of USPS. The OCom ADOPTED a motion to retain Peter Igel of Calfee, Halter & Griswold at a cost not to exceed $6,000 to create an e-commerce limited liability corporation. (2006-OC-71)
The national law officer reported that he sent letters to 40 squadrons that have not submitted a Subordinate Unit Information and Request Letter for Inclusion under the USPS Group Exemption letter.

He reported that LawCom reviewed a proposed agreement with Citizen Corps that does not clearly define USPS’ commitment. Plans are to develop an MOU with Citizen Corps modeled after the generic partner MOU.

LawCom reviewed and approved a proposed MOU with the International Order of the Blue Gavel.

R/C Richlak reported that on 26 Oct. 2006 LawCom filed for trademark registrations for USPS University and Watersmart from the Start.

The national law officer reported that the registration for the United States Power Squadrons and design trademark was up for renewal. The OCom ADOPTED a motion to spend $450 to prepare and file the Section 8 and Section 15 declaration for the USPS and design trademark. (2006-OC-72)

R/C Richlak reported that LawCom reviewed the grant application for Watersmart from the Start Phase III and asked for clarification from the Membership Committee.

LawCom reviewed an agreement to link the USPS website to the John Hancock website for the purpose of marketing John Hancock long-term life insurance products. The committee concluded that the agreement was satisfactory.

LawCom reviewed a proposed letter to the National Association of State Boating Law Administrators from organizations that provide Internet boating education courses. The purpose of the letter was to recommend that NASBLA refrain from entering into an agreement with a
single provider of Internet courses and to suggest the opening of a dialogue between all course providers and the various states. LawCom found no apparent reason why USPS should not cosign the letter.

R/C Richlak reported that LawCom reviewed an agreement with Studio630 LLC to assist with THE ENSIGN redesign and offered clarifications to improve the agreement. LawCom also reviewed an agreement with Schumann Printers Inc., to publish THE ENSIGN and made several suggestions for improvement that were subsequently sent to Schumann.

The national law officer reported that LawCom reviewed a proposal for a Sarasota Power Squadron raffle. He reported that LawCom had concerns involving IRS rules and regulations applicable to this type of activity that relate to the 501©)(3) tax-exempt status of the squadron. R/C Richlak will advise Sarasota Power Squadron that OCom does not approve of this type of activity and recommend that they not pursue this activity.

R/C Richlak notified OCom that a new federal law will require all 501©)(3) organizations, including districts and squadrons, to file with the IRS beginning in 2007.

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

R/C Darrell Allison, AP, reported that 30 districts requested Cooperative Advertising funds in 2006. A total of $34,288.19 was distributed.

The OCom ADOPTED a motion to sign an MOU with the International Order of the Blue Gavel. (2006-OC-73)

R/C Allison reported that the committee received a request from West Marine for a list of squadron contacts so that local stores could approach squadrons about holding classes and
functions in West Marine stores. The committee will request permission from district and squadron public relations committees to give their contact information to West Marine.

He reported that Classic Yacht, a new E-magazine at classicyachtmag.com, will feature USPS University. USPS will be represented at the Miami Boat Show on 15 through 19 Feb. 2007. USPS will include promotional materials for a CD-ROM that will be distributed to attendees of the Bay Bridge Boat Show in Kent Island, Md, on 26 through 29 April 2007.

The committee will distribute copies of the National Safe Boating Test II at the 2007 Annual Meeting.

**Report of the Planning Committee**

R/C Alan Wentworth, SN, reported that the Planning Committee completed Phase IV revisions of the organizational goals for the USPS Strategic Plan. He reported that the committee recently completed revisions to the Communications Goal. The OCom ADOPTED a motion endorsing revisions to the Communications Goal of the Strategic Plan and to present the goal to the Governing Board for approval at the 2007 Annual Meeting in Jacksonville, Fla. (2006-OC-74)

R/C Wentworth reported that the committee, in conjunction with the Administrative Department, has developed a leadership development workshop similar to the “Train the Trainer” program. He stated that districts will share the costs by sending future trainers to regional workshops led by national committee members. The OCom ADOPTED a motion to spend up to $12,500 from Century Fund earnings to support the regional leadership workshops. (2006-OC-75)

The Planning Committee Manual has been updated and will be published on the committee’s website.
Report of the Past Chief Commander

P/C/C G. Leslie Johnson, SN, reported that he represented USPS at a recent BoatU.S. Advisory Council Meeting.

P/C/C Johnson reported that the California Department of Boating and Waterways is discussing mandatory boating education.

C/C Marshburn adjourned the meeting at 1545.

V/C Robert A. Baldridge, SN
National Secretary
Action Items
Operating Committee
9 Dec. 2006

APPROVED

1. A motion to approve provisional squadron status for The Valley Sail & Power Provisional Squadron, subject to its provisional squadron bylaws being approved by the Committee on Rules. (2006-OC-58)

2. The OCom ADOPTED a motion to approve a second staff commander position for the Curriculum Development Committee and the Offshore Navigation Committee. (2006-OC-59)

3. A motion decreasing the squadron cost for the Squadron Boating Course (currently $26) to $20 effective April 2007, with $1 of each boating course sale designated to marketing educational course materials. (2006-OC-60)

4. A statement of direction designating a goal to allocate 10 percent of operating revenue to marketing efforts at some point in the future. (2006-OC-61)

5. A motion that the exam requirement for membership may be satisfied by the completion of any United States Coast Guard program. (2006-OC-62)

6. Effective 1 Jan. 2007, a motion eliminating the 10 percent restocking fee for returned educational materials to offset some of the increased postage charges to squadrons. (2006-OC-63)

7. A motion to purchase nine Power of One banners at a cost of $1,125 with funding from the Century Fund. (2006-OC-64)
8. A motion to rescind a previous motion adopted at the 10 June 2006 OCom Meeting to allocate $40,000 from the Century Fund total investment return to the 2006 operating budget and to carry forward the funds to the 2007 budget. (2006-OC-65)

9. A motion to rescind a previous motion to transfer $44,000 of total investment return to operating revenue if it appears that the audited 30 Nov. 2006 fiscal year end net operating budgeted revenue will exceed expenses by $50,000 or more. (2006-OC-66)

10. A motion to amend the USPS Policy for Reimbursement of Travel and Related Expenses to reimburse the national chaplain, national photographer and parliamentarian for a maximum of three days at annual and governing board meetings. The policy will fall under Reimbursement Code F. (2006-OC-67)

11. A motion concurrent with the recommendation of the Committee on Rules to add a new Section 5.3.1a to the USPS Bylaws. (2006-OC-68)

12. A motion to move the oversight responsibility for the National Meetings Committee from the National Executive Department to the chief commander. (2006-OC-69)

13. A Drug-free Workplace Policy, subject to final review by LawCom and headquarters, and authorized spending up to $1,000 to retain a North Carolina attorney to review the policy for compliance with North Carolina and federal laws. (2006-OC-70)

14. A motion to retain Peter Igel of Calfee, Halter & Griswold at a cost not to exceed $6,000 to create an e-commerce limited liability corporation. (2006-OC-71)

15. A motion to spend $450 to prepare and file the Section 8 and Section 15 declaration for the USPS and design trademark. (2006-OC-72)

16. A motion to sign an MOU with the International Order of the Blue Gavel. (2006-OC-73)
17. A motion endorsing revisions to the Communications Goal of the Strategic Plan and to present the goal to the Governing Board for approval at the 2007 Annual Meeting in Jacksonville, Fla. (2006-OC-74)

18. A motion to spend up to $12,500 from Century Fund earnings to support the regional leadership workshops. (2006-OC-75)