



# Secretary's Department

V/C Peter W. Mitchelson, SN

13 July 2016

## NOTICE OF GOVERNING BOARD MEETING

A meeting of the Governing Board of United States Power Squadrons® will be held at the Sheraton Pittsburgh Hotel at Station Square, in Pittsburgh, Pennsylvania, 27 August 2016 at 0900, recessing for lunch and again at 1630, and reconvening (only if necessary) at 0900 Sunday, 28 August.

### OPEN DEPARTMENT, COMMITTEE AND GENERAL MEMBERS' MEETINGS All USPS members are cordially invited to attend.

Wednesday  
24 August

0800-1630	<b>Activities Registration</b>
0800-1700	CPR/First Aid Training ( <i>Pre-registration required</i> )
1300-1700	Educational Department R/C's
1400-1600	Educational Fund Trustees
1600-1700	Aides Meeting

Thursday  
25 August

0700-1630	<b>Activities Registration</b>
0745-1600	Ship's Store
0800-1000	Administrative Department
1000-1200	Membership Committee
0800-1200	Cooperative Charting Committee
0800-1000	Information Technology Committee
0800-1200	Educational Department - Leadership
0800-1600	D/C and DXO Meeting
0800-1630	<b>Voter Registration</b>
0800-1700	DEO and ADEO Meeting
0800-1700	Table Exhibits (See detailed list on page 3)
0830-1030	Planning Committee
0830-1200	Budget/Finance
0900-1700	Law Committee
0930-1030	Safety Committee
1000-1200	Communications Committee
1000-1200	Area Monitors
1000-1200	National Weather Service by NOAA
1000-1330	Budget Committee
1200-1230	D/C and DXO Reception
1230-1400	D/C and DXO Lunch ( <i>Pre-register</i> )
1215-1345	Administrative Department Lunch ( <i>Pre-register</i> )
1215-1345	Educational Department Lunch ( <i>Pre-register</i> )
1215-1345	Secretary's Department Lunch ( <i>Pre-register</i> )
1300-1630	Public Relations Committee

Friday  
26 August

1300-1700 Finance Committee  
1300-1700 Government & Partner Relations Committee  
1400-1600 Heritage & Protocol Committee  
1400-1600 Marketing Committee  
1400-1600 National Meetings Committee  
1430-1600 Committee on Rules  
1830-2200 Dinner Cruise

0600-0630 Health Walk  
0700-1600 **Activities Registration**  
0730-0900 Keynote Breakfast - James C. Roddey  
0800-1600 Table Exhibits (See detailed list on page 3)  
0900-1100 Environmental Committee  
0900-1600 Ship's Store  
0900-1600 **Voter Registration**  
0915-1030 Seminars:  
Squadron Growth - Finding What Works  
Marketing Works  
Attract Youth & Families - Start "Boating Safety 4 Kids"  
Heritage & Protocol - Historian's Reports Made Easy  
Educational Department Committee Meetings (A)  
0915-1700 Offshore Navigation  
0915-1045 Inland Coastal Navigation  
1045-1215 Publishing  
1400-1530 Electro-Mechanical Systems  
1530-1700 Educational Department Committee Meetings (B)  
0915-1700 Marine Environment  
0915-1045 Instructor Development  
1045-1215 Boat Handling  
1400-1530 Educational Department Committee Meetings (C)  
0915-1700 Educational Outreach  
0915-1045 Basic Public Education  
1400-1530 Partner Relations  
1530-1700 Membership Services Committee  
1030-1130 Seminars:  
1045-1200 Let's Go Island Hopping on New Member Benefits  
Membership - Where Everyone Knows Your Name  
SERAT Does It On the Water  
Using HQ800 to Reduce Time Spent in Record Keeping  
1215-1345 Executive Department Lunch (*Pre-register*)  
1400-1600 BOC - On the Water Training  
1400-1515 Seminars:  
DB2000  
OpenCPN Navigation Software  
Using GoToMeeting to Share and Learn Together  
1400-1645 Squadron & District Officers Meeting  
1500-1600 Planning Committee  
1530-1645 Seminars:  
Standard Squadron (and District) Website  
1600-1730 First Timers Reception (By Invitation Only)  
1700-1745 Jewish Services

Saturday		
27 August	0745-1000	Ship's Store
	0800-1100	<b>Activities Registration</b>
	0800-1200	Table Exhibits (See detailed list on page 3)
	0800-1000	<b>Voter Registration</b> (In Ballroom)
	0900-1200	Governing Board Meeting
	1100-1400	Social Reception & Luncheon
	1200-1230	Members' Reception
	1230-1400	Members' Luncheon
	1400-1630	Governing Board Reconvenes
	1700-1800	Catholic Services
	1700-1745	Jewish Services
	1700-1800	Protestant Services
	1830-1930	General Reception
	1930-2300	Banquet

**DRESS CODE:**

Sunday - Thursday - USPS casual or appropriate attire.

Thursday Evening - USPS casual or appropriate attire.

Friday Day - Uniform T: tropical Hawaiian style shirt (preferred), USPS blazer with tie, open-collar or USPS polo shirt or other appropriate attire.

Saturday Day - Uniform G (regulation short-sleeve white shirt with black trousers, black slacks/skirt or appropriate attire)

Saturday Evening - Blazer with tie or appropriate attire.

Table Exhibits:	2017 Annual Meeting - Orlando
	Visitors Bureau
	Boat Insurance
	Boating Skills Virtual Trainer
	Cooperative Charting Committee/NOAA
	First Timers
	2017 Governing Board
	Member Benefits Committee
	Public Relations
	Safety Committee
	Squadron Emergency Response Assistance Team
	USCG America's Waterway
	District 7 Auction

## AGENDA

1. Approval of minutes of the Governing Board Meeting held on 20 February 2016.
2. Reports of Bridge Officers:  
  
C/C Louie Ojeda, SN,  
V/C Gary P. Cheney, SN - National Executive Officer  
V/C Craig D. Fraser, SN - National Educational Officer  
V/C Mary Paige Abbott, SN - National Administrative Officer  
V/C Peter W. Mitchelson, SN - National Secretary  
V/C Robert C. Miller, SN - National Treasurer
3. Reports of the General Committees:  
  
Committee on Nominations - R/C William D. Selden V, AP, chairman  
Committee on Rules - R/C Robert A. Keller, SN, chairman
4. Reports of Standing Committees:  
  
Finance Committee - R/C Ben Coons, JN, chairman  
Planning Committee - R/C William A. Johnson, SN, chairman  
Law Officer - R/C David L. Allen Jr., SN, chairman
5. Election to fill mid-term vacancies.
6. Consideration of any other matter which may properly come before this meeting.

V/C Peter W. Mitchelson, SN  
National Secretary

## **Report of the Committee on Rules**

In accordance with *USPS Bylaws* Article, Section 7.1 allowing a squadron to change its geographical name.

Rocky River/7 to change its name to North Coast Ohio Sail & Power Squadron/7.

With the concurrence of the USPS Board of Directors, the Committee on Rules recommends the following revisions to the *USPS Bylaws* to be effective as of the adjournment of the 2016 Governing Board.

### **Current:**

#### **Article 13, Section 13.1** Under Certificates

A certificate of membership, designated active member or apprentice member as the case may be, shall be issued by the National Secretary upon receipt from the Squadron Commander or Secretary the name and address of each new member and written certification that the individual meets all the requirements for membership in USPS. Such certificate shall be endorsed by the Chief Commander and the National Secretary and the commander and secretary of the squadron.

### **Revised:**

#### **Article 13, Section 13.1** Under Certificates

A certificate of membership, designated active member or apprentice member as the case may be, shall be issued by the National Secretary upon receipt from the Squadron Commander or Secretary the name and address of each new member and written certification that the individual meets all the requirements for membership in USPS. Such certificate shall be endorsed by the Chief Commander and the National Secretary.

### **Rationale:**

Remove endorsement of certificates by the squadron commander and squadron secretary since membership certificates will be distributed to the new member as part of the "New member package" and the squadron will not receive the certificate to sign.

### **Current:**

#### **Article 13, Section 13.2**

A certificate recognizing attainment of senior membership status shall be issued in such form and manner as approved by the Governing Board.

### **Revised:**

#### **Article 13, Section 13.2**

A certificate recognizing attainment of senior membership status shall be issued in such form and manner as approved by the Board of Directors.

Rationale:

To conform with current operating procedures and electronic distribution.

**Current:**

**Article 13, Section 13.3**

A member who has successfully completed an examination in any advanced grade or elective course shall be issued a certificate of achievement in accordance with procedures approved by the Governing Board.

**Revised:**

**Article 13, Section 13.3**

A member who has successfully completed an examination in any advanced grade or elective course shall be issued a certificate of achievement in accordance with procedures approved by the Board of Directors.

Rationale:

To conform with current operating procedures and electronic distribution.

**Current:**

**Article 13, Section 13.6**

The Governing Board may authorize certificates or other recognition as it deems proper to those persons who have passed the prescribed examination in any course.

**Revised:**

**Article 13, Section 13.6**

The Board of Directors may authorize certificates or other recognition as it deems proper to those persons who have passed the prescribed examination in any course.

Rationale:

To conform to current operating procedures and revise the authorization from Governing Board to Board of Directors.

Respectfully submitted,

Committee on Rules  
Stf/C Ralph A. Bernard, AP  
Lt Harold W. Howard, SN  
P/D/C W. Lyle Rea, SN  
P/R/C Wayne G. Spraggins, SN  
P/D/C H. Jay Stevens, SN  
D/Lt Richard Zucchi, SN  
R/C Robert A. Keller, SN, Chairman

## **Report of the Committee on Nominations**

In accordance with the *USPS Bylaws*, Section 5.6.1, the Committee on Nominations recommends the election of the below listed members.

For Rear Commander of Squadron Development Committee:

R/C Myles Gee, SN (Manatee Sail/22)

For Staff Commander of Public Relations Committee:

Stf/C John M. Malatak, AP (Music City/17)

For Staff Commander of Membership Services Committee:

P/D/C Ann Peltier, SN (Oyster Bay/3)

D/C Tere Colon, JN (Carolina Sail/33)

P/R/C Kristi Watson Anderson, P (Sebastian Inlet Sail/8)

For General Members of the Governing Board:

Thomas Dixon, P  
Sami Lucas, JN  
Alta M. Mullins, SN

Swiftwater Sail/6  
Sanibel Captiva Sail/22  
Tampa/22

Respectfully submitted,

P/C/C John T. Alter, SN  
P/R/C S. Patricia Greer, SN  
P/R/C Michael J. Horowitz, JN  
P/R/C Gregory E. Korstad, AP  
P/R/C Allan W. Lakin, SN  
P/V/C Joseph R. Mesenburg, SN  
Stf/C Susan L. Darcy, JN  
R/C William D. Selden V, AP, Chairman

## **Report of the Finance Committee**

- 1) The Finance Committee recommends the following motion to increase dues:

*A \$2.00 dues increase for single active members, and a \$3.00 increase for the family unit effective 1 December 2016*

The motion will set the dues rate for a regular active member to \$51.00, the dues rate for family units headed by a regular active to \$76.50, and the dues rate for family units headed by a life member or a sustaining member to \$25.50.

- 2) The Finance Committee recommends eliminating the \$2.00 transfer fee.
- 3) The Finance Committee recommends increasing Sea Scout and Apprentice national dues to \$25.00.