Chief Commander G. Leslie Johnson, SN, convened the meeting at 0930. Jewish lay-leader Gail Nachman, SN, 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 Raymond A. Finley Jr., SN, 1982-1983 (Lackawanna/4)
- P/C/C Richard W. Miner, SN, 1986-1987 (Birmingham/9)
- P/C/C Joseph L. Kennedy, SN 1994-1995 (St. Petersburg/22)
- 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)


P/R/C William E. Husted, SN, chairman of the ad hoc Government and Partner Relations Committee, introduced honored guests:
• D/Lt/C Tom Taylor, P, executive officer, Raleigh Sail and Power Squadron/27
• Capt. James Gardner, chief, Marine Chart Division, Office of Coast Survey, National Ocean Service, National Oceanic and Atmospheric Administration
• Ken Forster, Marine Chart Division, Office of Coast Survey, NOS, NOAA
• Tara Wallace, Office of Coast Survey, NOS, NOAA
• Jeff Hoedt, chief, United States Coast Guard Office of Boating Safety
• National Commodore Gene Seibert, USCGAux
• P/C/C Anthony Gardiner, SN, Canadian Power and Sail Squadrons
• P/C/C Doreen Hinksman, AP, CPS
• Matthew Long, Industry/Government Liaison for National Marine Manufacturers Association, who presented an award to USPS for its contributions to boating safety
• Richard Hamilton, North Carolina Boating Law Administrator

C/C Johnson read a welcome letter from North Carolina Gov. Mike Easley.

C/C Johnson and Jeff Hoedt, USCG Office of Boating Safety, presented the USPS/USCG Eagle Award to Tony “Rocky” Shepard, president, King Features. The award was accepted on his behalf by Claudia Smith, director of advertising and public relations, King Features.

C/C Johnson invited R/C Darrell Allison, AP, to introduce Dennis Motschenbacher from the American Radio Relay League. R/C Allison reported that he was contacted by Mr. Motschenbacher concerning forming a partnership between USPS and the ARRL. He said that a memorandum of understanding was developed that outlines programs and promotions to create tangible benefits for USPS and the ARRL. C/C Johnson and Mr. Motschenbacher signed an MOU between the American Radio Relay League and USPS.

P/D/C Charlie Tulip, JN, gave a PowerPoint presentation on how not to teach a boating class.
Stf/C Bob Sweet, SN, gave a PowerPoint presentation on USPS safe boating courses. The presentation will be available on the Educational Department website.

The national secretary declared a quorum present.

The chief commander announced an attendance of 651.

**Report of the Committee on Rules**

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

R/C Acheson stated that the Committee on Rules received a duly executed petition for squadron charter from Golden Isles Provisional Squadron. He said that it was the committee’s opinion that this group had met all requirements for the issuance of a charter. He recommended that the Governing Board authorize chartering Golden Isles Sail and Power Squadron and assign it to District 26. The Governing Board ADOPTED the motion. (2005-GB-5)

**Report of the Committee on Nominations**

R/C Gerald Grofman, SN, reported that in accordance with the USPS Bylaws, Section 5.5.1, the Committee on Nominations recommended the election of the following members:

For General Members of the Governing Board:
Bryan Bartlett, AP, Detroit/9
Kenneth N. Beckman, SN, St. Petersburg Sail/22
William F. Bergen, P, Aroostook Valley Sail/19
Carolyn Black, AP, Everett Sail/16
Mary Joyce D’Aurizio, S, Rochester/6
Glenn Daughtridge, AP, Rocky Mount/27

John L. DeLuca, SN, Calumet Sail/20
Judith A. Pennington, P, Peralta/25
Herb Shaw, JN, Beaverton/32
John H. Supple, AP, Peekskill Sail/2
Sally Williams, AP, Palm Beach Sail/8
The Governing Board ADOPTED the motion. (2005-GB-6)

R/C Grofman reported that due to the OCom action to create two new staff commander positions, and due to resignations in the Educational Department, the Committee on Nominations, in accordance with Article 5, Section 5.2.13, and Article 11, Section 11.3 of the USPS Bylaws, recommended the election of the following members:

Chairman of the Boat Handling Committee:  
Stf/C Wilbur Hugli, SN, Fort Walton Sail & Power Squadron/15

Assistant Chairman of the Boat Handling Committee:  
Stf/C Florence Smith, SN, Staten Island Power Squadron/4

Assistant Chairman of the Instructor Development Committee:  
Lt/C J. Christopher Brown, JN, Bellevue Power Squadron/16

Assistant Chairman of the National Meetings Committee:  
D/Lt Vincene Aquilato, P, City Island Power Squadron/4

Assistant Chairman of the Vessel Safety Check Committee:  
D/C Daniel H. Joyce, SN, Fort Worth Power Squadron/21

The Governing Board ADOPTED the motion. (2005-GB-7)

**Approval of the Minutes**

C/C Johnson asked for corrections or additions to the minutes of the Governing Board meetings held on 8 Jan. 2005. Hearing none, he declared the minutes approved as distributed.

The Governing Board ADOPTED a motion entertained by C/C Johnson to confirm the 8 Jan. 2005 ratification of Operating Committee actions reflected in the minutes of its 5-8 Jan. 2005 meetings. (2005-GB-8)
Report of the National Law Officer

R/C James D. Richlak, SN, reported that the Law Committee had taken action to protect various USPS trademarks and instituted a procedure to track trademark renewal filings with the U.S. Patent and Trademark Office.

R/C Richlak reported that LawCom had filed a trademark opposition against Mattel Inc., for registering the term “Smart Chart.” LawCom will continue discussions with Mattel Inc., in an attempt to resolve this issue.

He reported that LawCom is working with the national treasurer to negotiate an affinity credit card contract with Chase Manhattan Bank.

LawCom reviewed and approved a memorandum of understanding with the American Radio Relay League. The committee is currently reviewing a proposed memorandum of understanding with the United States Sailing Association.

R/C Richlak reported that LawCom is working with the Educational Department and Maptech representatives on the HarborChart.org program.

He reported that LawCom recommended reviewing the USPS website to enable handicapped accessibility.

Report of the Planning Committee

R/C Alan F. Wentworth, SN, reported that despite efforts to gain new members, statistics show a continued decline in total membership. He reported that the Planning Committee surveyed newer members in 2004 to determine why they joined, their expectations and how those expectations were being met. He said that an electronic survey will be sent to long-term members to determine what factors have prompted them to continue their membership.

R/C Wentworth noted that the Planning Committee has operated within its budget during 2005.

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He reported that PlanCom is focusing on Phase IV of the USPS Strategic Plan, which examines the plan and its usefulness. He encouraged members to share their ideas on how to improve the Strategic Plan.

R/C Wentworth stated that the Planning Committee runs a two-way communications link, D/Plan/Net. He encouraged districts to seek advice from PlanCom when they formulate resolutions.

He reported that the Planning Committee is studying the changes that will be required when the number of national meetings is reduced to two in 2006.

R/C Wentworth reported on the District 21 resolution, which requests that “The national Bylaws be amended to allow a district to hold only one conference per year if they so desire.” He reported that the Planning Committee studied this resolution and believes that districts will play an even more important role providing information to squadrons when the national organization moves to two national meetings per year in 2006. He said District 21 cited cost as one reason for reducing the number of district conferences but that PlanCom believes that cost factors can be addressed through careful planning. He also said that the District 21 bridge opposed the resolution. After considering these factors, the committee recommended that the Governing Board vote against the District 21 resolution. The Governing Board DEFEATED the District 21 resolution. (2005-GB-1)

Report of the Marketing and Public Relations Committee

R/C Darrell G. Allison, AP, reported that new boating course posters featuring Popeye characters are available at headquarters. He thanked King Features for its continued support and the USPS Educational Fund for funding the distribution of the posters to districts and squadrons.

R/C Allison reported that graphic public service announcements supporting USPS boating safety and education are being sent to publishers across the country. He requested that squadrons send him local boating-magazine contact information at dallison@pacbell.net.

He reported that districts and squadrons can purchase affordable customized displays from Infinite Graphics Inc.
He reported that USPS won first place in a video competition held during the 2005 International Boating and Water Safety Summit.

R/C Allison reported that USPS was represented at the ARRL Hamvention in Dayton, Ohio; the Miami Boat Show; and the American Boating Congress.

R/C Allison reported that the Marketing and Public Relations Committee had developed a new award, the Ship’s Bell Award. This award recognizes members, squadrons, districts and national committees that have developed and executed superior projects and programs in marketing, public relations or journalism. He reported that the first Ship’s Bell Award was presented to Lt William B. Hempel, P, Peace River/22.

R/C Allison reported on the 2004 Marketing and Public Relations awards. Charles F. Chapman Scrapbook Award, a scrapbook contest; the Carl Mahnken Commander’s Cup Award, for an outstanding squadron PowerPoint® presentation and the Roger Upton Award, which goes to the squadron with the best video presentation. For the Carl Mahnken Commander’s Cup Award - 3rd place - Ventura/13, 2nd place - Manatee Sail/22 and 1st place - Grand Lake Sail/31; for the Roger Upton Video Award - 2nd place - Hoosier/24 and 1st place - Austin/21 and for the Charles F. Chapman Scrapbook Award - 3rd place - Mt. Clemens/9, 2nd place - Thurmond Lake Sail/26 and 1st place - Grand Lake Sail/31.

He reported that USPS will be represented at the BellSouth Greater Jacksonville (Fla.) Kingfish Tournament. He said that Boaters World and King Features are providing sponsorships to USPS. Children participating in the fishing tournament will receive copies of the Sidekicks, The Power of Safe Boating activity booklet.

Report of the Finance Committee

R/C Joseph R. Mesenburg, SN, reported that the Finance Committee was responsible for recommending the USPS audit firm to the Governing Board. R/C Mesenburg moved that the Governing Board approve Langdon & Co. of Garner, N.C., as the independent auditors for fiscal year 2005. The Governing Board ADOPTED the motion. (2005-GB-9)
R/C Mesenburg reported that the Governing Board established the Members Fund on 24 May 1994 to be a repository for funds donated to USPS, primarily by members. He said that the rules of expenditures parallel those of the Endowment Fund and that with the emergence of the Century Fund campaign, it is the Operating and Finance Committee’s intent to have one Endowment Fund. R/C Mesenburg recommended, with the concurrence of the Operating Committee to combine the Members and Endowment funds. The Governing Board ADOPTED the motion. (2005-GB-10)

R/C Mesenburg invited P/V/C Frank A. Dvorak, SN, to report on the USPS Century Fund. P/V/C Dvorak thanked all members who had donated to the Century Fund and noted that the fund aims to raise $10 million by the end of 2014, USPS’ 100th anniversary. He said that the balance of the fund as of 1 Jan. 2005 was $243,733 and the balance as of 1 June 2005 was $808,116. He reported a generous gift of $500,000 to the fund from an anonymous member. He also reported receiving notification of a charitable remainder trust of approximately $160,000 from P/R/C Burrage Warner, SN, St. Petersburg Sail/22. Pledges received to date totaled $35,600. P/V/C Dvorak reported that members will be able to donate online to the Century Fund at www.usps.org/dues.

R/C Mesenburg reported that as of 30 April 2005, USPS investments totaled $2,228,401.34. Of this amount, $1,054,592.45 was invested in six equity mutual funds.

He reported that the Finance Committee manages an investment program for districts and squadrons. The funds are invested in certificates of deposit with staggered maturity dates at an average interest rate of 2.9 percent.

He reported that as of 30 April 2005, the value of the Members Fund was $133,367 and the value of the Endowment Fund at $643,108.

R/C Mesenburg reported that the overall financial status of USPS is not improving. He said that although expenses have declined, revenues have also declined. He said that he will propose a membership dues increase at the 2005 Fall Governing Board Meeting to include a $1.80 dues increase for active members, $.90 dues increase for additional active members and a $.45 dues increase for adult family members, effective in the spring of 2006 (for the 2007 dues year). He said that this minimal one year dues increase will not be a magic silver bullet by itself,
but it will be effective if proposed as intended for five consecutive years.

Report of the National Treasurer

V/C John T. Alter, SN, reported that as of 30 April 2005, expenses exceeded revenues by $1,316. He noted that current expenses trailed expenses of one year ago by $39,506 and revenues trailed those of one year ago by $102,981. He reported that the Operating Committee had anticipated this scenario and took significant steps at its 9 April 2005 meeting to reduce operating expenses for the balance of this year and into 2006.

V/C Alter reported that as of 30 April 2005, the combination of operating and non-operating finances showed a surplus of $457,034, which was due primarily to the encouraging results of the Century Fund. He said that all Century Fund donations are deposited in the Endowment Fund and reported on a separate line in the non-operating revenue section.

The national treasurer reported that 19 districts and 210 squadrons are participating in the voluntary headquarters anniversary billing trial. He reported that through 30 April 2005, 667 credit card renewal transactions representing $52,067 were processed and 4,147 checks representing $294,549 were processed through the Wachovia lockbox system. He reported that electronic deposits are sent bimonthly to districts, squadrons and the Educational Fund. He thanked the headquarters staff, the national secretary, the Information Technology Committee and participating squadrons and districts for their support. He said that it was too early to predict renewal numbers and that he would report on renewal status, the VHQAB trial status and make recommendations at the 2005 Fall Governing Board. He said that districts that want to join VHQAB should contact him before the 2005 Fall Governing Board Meeting.

He reported that 110 copies of the 90th Anniversary print have been sold to date, representing $25,780 in revenue.

V/C Alter reported that the Governing Board had approved reducing the number of national meetings to two beginning in 2006 and subsequently adding an additional day for reimbursement. He said these changes require modifying the USPS Policy for Reimbursement of Travel and Related Expenses. The Governing Board ADOPTED a motion amending the USPS Policy for Reimbursement of Travel and Related Expenses to reflect an update for a maximum of
four days’ reimbursement for a governing board meeting and five days for an annual meeting. (2005-GB-11) (copy of policy attached)

**Report of the National Secretary**

V/C Robert A. Baldridge, SN, reported that headquarters mailed 20,157 VHQA B dues invoices representing 27,482 members in April 2005. He reported that 10,449 second notices were mailed on 13 May 2005. He reported that dues status reports and squadron and district payment reports are available online at www.usps.org/dues/reports. He reported that VHQA B members can renew by mail with a check or credit card and online with a credit card. Online payers can also update their biographical data in the headquarters database.

V/C Baldridge reported that as of 31 May 2005, headquarters had electronically deposited $461,000 to districts, squadrons and the USPS Educational Fund through the VHQA B program.

V/C Baldridge stated that in March 2005, squadrons in the VHQA B test received credit card vouchers that can be used to process dues for new members. He reported that as of 31 May 2005, $3,700 had been deposited in squadrons’ accounts from new-member vouchers.

The national secretary reported that headquarters compared the number of mail, faxes, e-mail, phone calls, and exams received and processed in 1995 and 2005. He said that a month-by-month comparison showed these transactions were up by 24 percent. These numbers did not include 33,408 vessel safety checks processed in 2004 and headquarters’ support of the Ship’s Store, grant writing, America’s Boating Course, e-mailed rosters, and website users. He said that during this time the headquarters staff had been reduced by 6 percent. He reported that the staff is working on a system-wide review of work processes in an attempt to streamline them. In 2005, headquarters’ personnel have implemented cost savings of $5,540.

V/C Baldridge reported that an article about an online headquarters satisfaction survey will be published in a future issue of THE ENSIGN. He said that the survey’s purpose was to receive input from members on their interactions with headquarters and ways to improve them.

The national secretary reported that THE ENSIGN staff is working on a magazine redesign and a business plan. The staff is working on improving advertiser and reader enjoyment.
and benchmarking the magazine against industry standards. He reported that as a cost-saving
measure, the September and October 2005 issues and the December 2005 and January 2006
issues will be combined.

THE ENSIGN Committee is working to increase advertising, which is up by 21 percent
this year compared with last year. The committee has also implemented an ad exchange program
with other magazines to increase USPS’ visibility.

The Publications Committee is reviewing squadron newsletters and advising editors in
efforts to make these vital member communication tools even more effective.

The Information Technology Committee is supporting VHQAB and DB2000. V/C
Baldridge reported that on 15 June, a new three-tiered password system would be implemented.
The new system will have a user password, an updater password and an administrator password,
which will allow squadrons to allocate passwords according to individual needs without
compromising security. He reported that Version 5.0 of DB2000 is now available for download.

The Operations Manual Committee completed a major revision to the manual, which is
available at www.usps.org/national/om.

The Historians Committee has processed 143 district and squadron histories so far in
2005. The committee is reviewing a new Handbook for Historians and preparing an update to the
District Annual History Form H-720. The committee will complete an audit of squadron and
district reports on file at headquarters in 2005.

The Ship’s Store is selling several new items and is working to upgrade its website to
allow members better access and to increase sales.

The Flag and Etiquette Committee is reviewing squadron burgees, district flags, squadron
name tags and the new Century Fund recognition pin.

V/C Baldridge presented a new burgee for Golden Isles Sail/26, which he stated that he
approved. He also presented 50th anniversary burgees for Hoosier/24; Boca Ciega Sail/22; Green
Bay Sail/10, Pasadena/13 and Susquenango/6 (effective in 2006).
V/C Baldridge introduced the headquarters staff present: Mary Catherine Berube, headquarters director; Lena Padro, manager, membership services; Kathy Kesterson, manager, administrative services; and Yvonne Hill, editor, THE ENSIGN.

Report of the National Administrative Officer

V/C Creighton C. Maynard Jr., SN, reported that the Auxiliary Advisory Committee is promoting the USPS cookbook, *By Land or by Sea*. Copies can be purchased through the Ship’s Store. The Marketing and Public Relations Committee is exploring potential retail markets.

The Squadron Activities Committee reported that there are now 487 USPS port captains and 17 Canadian Power and Sail Squadrons port captains. As of 1 April 2005, 285 cruise and rendezvous events have been reported. There are 376 USPS amateur radio operators and 79 Canadian Power and Sail Squadrons amateur radio operators listed.

The Speakers Bureau Division is available online at www.usps.org/national/boatact/member/speaker.html.

The Membership Committee reported that the following manuals have been merged: *Handbook for Interviewers, Membership Committee Guidelines, Membership Committee New Member Orientation Guidelines*, the *Membership Committee Retention Guidelines* and the *Member Involvement Manual*. The new manual, the *Membership Committee Manual*, will be available on CD-ROM and the committee’s website in 2005.

V/C Maynard reported that the percentage of late renewals is higher than one year ago and total membership losses are less than one year ago. In the 2003-2004 membership year, 1,891 active members renewed late and in 2004-2005, 3,163 active members renewed late; total losses in 2003-2004 were 10,241 and total losses in 2004-2005 were 10,028.

The member retention and renewal team has prepared a PowerPoint renewal tool, which is available online at www.usps.org/national/membership/meminv/index.htm#Renewal_Tools.

The Membership Committee reported that as of 30 April 2005, 3,723 members have...
earned a Power of One pin for influencing one new member to join.

The Leadership Development Committee is creating a program that recognizes the three districts with the most members participating in leadership development.

The Member Benefits Committee is focusing on obtaining member benefits at the local level.

Stf/C Lyle Rea, SN, presented Power of One hats to 62 members who qualified by influencing five new members to join. He presented Power of One jackets to 25 members who qualified by influencing 10 new members to join.

V/C Maynard invited P/R/C Priscilla Clarke, AP, to present the 2004 P/C/C William D. Selden IV Member Involvement Retention awards. These awards are given to three districts and squadrons that submitted membership success stories: Squadron Awards - 3rd place - Patchogue Bay/3; 2nd place - Captree/3 and 1st place - Manatee Sail/15; District Awards - 3rd place - District 9; 2nd place - District 12 and 1st place - District 5

**Report of the National Educational Officer**

V/C Spencer P. Anderson, SN, reported that the new front-end pages for the America’s Boating Course website have been installed and are receiving very favorable comments.

V/C Anderson reported that two years ago the OCom approved the passing of a NASBLA-approved proctored exam as meeting membership requirements. He said that at its February 2005 meeting, the OCom voted to eliminate the requirement of passing a proctored exam. He said that this change does not alter the educational standards, and that now all public courses must use a NASBLA-approved exam. Squadrons can now recruit prospective members from all boaters who have taken a NASBLA-approved basic boating safety course.

The national educational officer reported that McGraw-Hill/International Marine was publishing the *Marine Amateur Radio Guide* and copies should be available at headquarters in a few weeks. He said that a contract was recently signed with McGraw-Hill/International Marine to publish a new *USPS Knots, Bends and Hitches Guide* learning guide. He said that he expected
this guide to be available in Fall 2005 followed shortly by a *GMDSS Guide*, complete with a Digital Selective Calling (DSC) simulator CD-ROM.

V/C Anderson reported that he and Stf/C Bob Sweet, SN, attended West Marine University, a week-long workshop for West Marine store managers. He reported that the Educational Department developed a brochure to distribute at this event called *The Perfect Team, USPS and the Marine Supplier*. The goal is for squadrons to teach seminars and courses in West Marine stores and for the store managers to refer their customers to USPS for boating instruction. He said that headquarters has information on how squadrons can contact local store managers in their area.

The national educational officer reported that the digital chart market was growing fast. He reported that Maptech now includes digital charts with every chart book it sells. He said that USPS includes the Maptech digital chart training CD-ROM and accompanying text with the Squadron Boating Course, Chart Smart, Piloting and Advanced Piloting. He said that USPS is the “go-to” source for training in the use of these charts and related skills for chartplotters.

V/C Anderson reported that the storyboards for part 1 of the new Boating Course are complete. He said that the goal is to minimize the narrative and add detail using bulleted lists and sidebars. The department anticipates that the course will be taught in four, two-hour sessions, including the exam.

V/C Anderson reported that the Educational Department is studying the development of short topic seminars for presentation at marinas and marine stores. The goal is to provide squadrons with additional tools to attract boating course students and members. Some possible topics include trailer boating, chartplotters, weather, and the Global Maritime Distress Safety System.

The national educational officer announced a new marketing opportunity with Boaters World involving fishing seminars held at their stores. He said that the Educational Department developed a PowerPoint presentation and a brochure on boating safety that squadrons can use at these seminars.

V/C Anderson reported that the Educational Department is developing a virtual marine
book store that follows a link from the USPS website to a USPS Marine Library site on the McGraw-Hill website. Members can purchase from a selection of marine books at a discount price that will typically be better than that offered by Internet discount stores. USPS will not be responsible for handling the inventory and will receive a profit from the sales. He said that this is another great advantage of USPS membership.

**Report of the National Executive Officer**

V/C Ernest G. Marshburn, SN, reported that District 4 had withdrawn its resolution to award a 25-year pin to women’s certificate holders. He reported receipt of the following resolutions and the national officer or national committee to which the resolution was assigned:

- From districts 4 and 5 - To open enrollment for USPS elective courses - assigned to OCom
- From District 5 - A request to include district commanders in the approval loop when authorizing provisional squadrons - assigned to the Planning Committee
- From District 5 - A request that family members be eligible for senior member status - assigned to the OCom
- From District 7 - To authorize district commanders to appoint alternate general members of the Governing Board if the elected member is unable to attend - assigned to the Planning Committee
- From District 10 - To develop and maintain a member-accessible list of USPS policy statements - assigned to the national secretary
- From District 12 - To change the official dress uniform from Class A to blazer with pocket patch - assigned to the Flag and Etiquette Committee

V/C Marshburn reported that Sequoia Power Squadron/25 and Fremont Power Squadron/29 had met all the requirements for dissolution. He recommended that the Governing Board approve the dissolution of these squadrons. The Governing Board ADOPTED the motion.

(2005-GB-12)

The national executive officer reported on an initiative to hold a regional Operating Committee meeting in conjunction with special district events such as district conferences. He said that the goal is to create more effective and efficient opportunities that involve national
officers, enhance communications between national officers and their district and squadron counterparts, and promote leadership-by-example by creating training and development opportunities.

He reported that the new Executive Department website redesign project is complete at www.usps.org/national/executive/execdept/.

V/C Marshburn reported that the National Meetings Committee met with the national sales manager for Hyatt hotels to discuss using multiple Hyatt hotels for USPS meetings. They are working on contracts with the Hyatt in Anaheim, Calif., as a potential site for the 2009 Annual Meeting and Little America Hotel in Salt Lake City as a potential site for fall 2009 or 2010. The committee is planning to visit Detroit to negotiate with hotels as a potential site for a fall 2008 meeting, would coincide with CPS’ 70th anniversary.

The Squadron Development Committee reported that Point Wilson/16, North Texas Lakes/21, Upper Keys/8 and Lake Conroe/21 provisional squadrons are working toward charter status. The committee is working on the first draft of the procedures and tasks for a squadron to be declared at risk.

The Vessel Safety Check Committee reported that 65 members have completed the online exam in 2005. V/C Marshburn stated that congratulatory letters sent to these members explained how to complete the certification process.

V/C Marshburn reported that the Experienced Boater Exam Program facilitates an expedited USPS membership process for experienced boaters who do not require or are unwilling to complete any of the standard boating safety course offerings. The program is currently being beta-tested in 15 districts.

The national executive officer reported that the Educational Department authorized funding for a $12,750 Governing Board Live grant proposal. He said that this project involves producing and broadcasting special USPS educational programs occurring during national meetings via webcast.
Approval of the Actions of the Operating Committee

C/C Johnson entertained a motion that the actions of the Operating Committee meetings held on 19 Feb. and 9 April 2005 be ratified, and the Governing Board ADOPTED the motion. (2005-GB-13)

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 1 - 4 June 2005.

1. A motion to withdraw provisional squadron status for Lake Martin Provisional Squadron.

2. A motion to recommend that the Governing Board approve the dissolution of Sequoia Power Squadron/25 and Fremont Power Squadron/29.

3. A motion to approve giving a copy of THE ENSIGN, a letter from the chief commander and a membership application to boating course students and to increase the selling price to squadrons for the Squadron Boating and Boat Smart manuals by $1 to cover the costs.

4. A motion to approve the trademark settlement agreement with the United States Postal Service.

5. A motion authorizing an expenditure of $850 to renew THE ENSIGN trademark.

Members attending the Governing Board Meeting ADOPTED P/C/C Smith’s motion to ratify these OCom actions at its 1 - 4 June 2005 meetings. (2005-GB-14)

Report of the Chief Commander

C/C G. Leslie Johnson, SN, reported that a member asked him about the process and cost of memoranda of understanding. He stated that developing MOUs costs USPS very little but that they provide tremendous marketing and public relations opportunities. He said that the
Operating Committee and the national Law Committee review all proposed MOUs to ensure that USPS’ obligations are reasonable and that all legal aspects are covered. He noted that the CPS MOU allows both organizations to share educational material, which has been effective. He also noted that establishing relationships with states and state boating law administrators without MOUs would be difficult.

The chief reported that P/C John Malatak, AP, Mid-Potomac Power Squadron/5, will receive the National Safe Boating Council Award during the 2005 Fall Governing Board Meeting in Portland, Ore.

C/C Johnson reported that he presented a certificate of recognition to woman’s certificate holder Olive Jean Poe, AP, Lakes Charles Power Squadron/21, for 50 years of support to USPS.

The chief thanked Jim Lafferty for his years of service to the USPS Educational Fund. He retired after serving for 12 years as the Educational Fund treasurer.

C/C Johnson reported that the national bridge, the Operating Committee and all other national committees have done an excellent job operating within their budgets. He said that meetings have been consolidated and travel has been minimized. He thanked everyone for their efforts in reducing expenses.

N Club Presentation

P/D/C David Drummond, SN, reported that the N Club Sextant Award has been presented annually since 1955, to recognize squadrons that have demonstrated educational excellence in addition to teaching Junior Navigation and Navigation 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 2004 winners were 2nd place, Galveston Bay/21, 1st runner-up - Winston-Salem/27 and winner - Atlanta Sail &/17.

Report of the USPS Educational Fund

Russell K. Gray, chairman, USPS Educational Fund, noted the passing of P/V/C Peter J.
Chenery, SN, a former chairman of the Fund.

He reported that the principle funds are invested and that only the income is used to fund grant requests. He reported that the Educational Fund awarded grants to USPS totaling $48,000 to fund the Instructor Development course, a CD-ROM illustrating how to use GPS, overhead transparencies for the Seamanship and Marine Electronics courses and updating the Piloting and Advanced Piloting courses.

He reported that the accumulated principle funds totaled $2,000,006. Total contributions from members in 2005 were approximately $12,000.

Report of the National Boating Federation

P/V/C Robert P. David, SN, reported that at its 2005 annual meeting, the National Boating Federation approved support for mandatory boater education and Resolution 40 of the Inland Transport Committee of the U.N. Economic Commission, which supports an international certificate for operators of pleasure craft.

P/V/C David reported that NBF is also watching Senate Bill 786, which calls for transferring weather-broadcast responsibilities from NOAA to commercial services. He said that NBF is concerned that this transfer would cause the loss of reliable maritime weather information that boaters now receive from NOAA.

He reported that there was a proposal at a meeting of the European Boating Association that the European Commission should establish Europe-wide regulations regarding certificates of competency. He said that the European Boating Association is not in favor of this proposal because Resolution 40 is voluntary and the European Commission proposal is for mandatory certification.

P/V/C David reported that he also represents USPS on the National Boating Safety Advisory Council to the USCG. He said that at its last meeting the council discussed resurrecting an interagency committee for marine transportation. This committee would bring together the U.S. Army Corps of Engineers, the USCG, NOAA and other agencies that are related to boating safety. He also reported that the USCG Office of Boating Safety will be
moving to a new USCG section called Prevention.

Report of the National Safe Boating Council

P/R/C Joyce F. Shaw, AP, reported that the National Safe Boating Council serves as a forum for the advancement of safe, enjoyable boating and fosters common interests among those who seek safer boating through education. The NSBC coordinates the North American Safe Boating Week Campaign; production of instructor kits to facilitate teaching public safe-boating courses; production of *Sidekicks, The Power of Safe Boating* brochures and website for youth boaters; grant programs and contests rewarding boating-related projects and programs; and the International Boating and Water Safety Summit.

P/R/C Shaw reported that the NSBC offers a number of grants and awards with monetary remuneration. The Recreational Boating Safety Grant Program, which is funded by the USCG under a grant from the Wallop-Breaux Aquatics Resources Fund, increased this year from $17,000 to $30,000. She reported that the application deadline for these grants is 25 January 2006.

She announced that the NSBC will be offering the Outboard Motor Corporation grant in fall 2006. The OMC Foundation, which was created to honor and remember former employees of OMC, provided a grant to the NSBC to establish an endowment to educate and promote boating among America’s youth. The endowment totals $180,000 and the NSBC plans to offer annual grants totaling approximately $5,000.

Report of the ad hoc National Government and Partners Relations Committee

P/R/C William E. Husted, SN, reported that the ad hoc National Government and Partners Relations Committee consists of five teams. The first, the legislative team, is recruiting members to serve as legislative representatives for each state. He said that the primary purpose of these legislative representatives is to monitor existing and pending legislation, maintain contact with government leaders, and ensure compliance with the state MOU requirements. The second is the lobbying team, which keeps the chief commander and bridge informed of important lobbying issues affecting USPS and recreational boating. The third is the homeland security team, which looks for ways to contribute to national security efforts and is cooperating with the
USCG and USCG Auxiliary through the America’s Waterway Watch Program. The fourth is the official USPS guests team, which makes arrangements for national meeting guests. The fifth is the partners/liaison team, which pursues new partners for USPS.

P/R/C Husted invited members to visit the committee’s website at www.usps.org/national/govprcom.

Report of the ad hoc USPS Environmental Committee

C/C Johnson reported on behalf of P/R/C Jean Hamilton, SN, chairman of the ad hoc USPS Environmental Committee. She reported that USPS is a partner in the Aquatic Nuisance Species Task Force public awareness campaign “Stop Aquatic Hitchhikers,” which is sponsored by the U.S. Fish and Wildlife Service and the USCG. The campaign targets recreational users of the nation’s aquatic resources.

P/R/C Hamilton reported that the USPS Boating Environmental Best Practices brochure has been completed and will be available at the committee’s website. Squadrons can add contact information to the brochure, which they should hand out at boating classes and VSC events.

The committee has submitted a grant request to fund the Unsplash the Trash Campaign, which will provide printing and distribution costs for trash bags that display the USPS logo. The intent is for boaters to collect a bag of maritime trash each time they boat.

P/R/C Hamilton reported receipt of information from 10 squadrons that are involved in environmental projects. She encouraged all squadrons to report their environmental projects to the committee.

USPS Chaplain Most Reverend Herbert M. Groce Jr., P, delivered the benediction, and C/C Johnson adjourned the meeting at 1520.

V/C Robert A. Baldridge, SN
National Secretary

- 21 - Governing Board 4 June 2005
Action Items
Governing Board Meeting
4 June 2005

APPROVED

1. A motion to authorize chartering Golden Isles Sail and Power Squadron and to assign it to District 26. (2005-GB-5)

2. A motion authorizing the election of general members of the Governing Board. (2005-GB-6)

3. A motion authorizing the election of a chairman and assistant chairman of the Boat Handling Committee, an assistant chairman of the Instructor Development Committee, an assistant chairman of the National Meetings Committee and an assistant chairman of the Vessel Safety Check Committee. (2005-GB-7)


5. A motion to approve Langdon & Co. of Garner, N.C., as the independent auditors for fiscal year 2005. (2005-GB-9)

6. A motion to combine the Members and Endowment funds. (2005-GB-10)

7. A motion amending the USPS Policy for Reimbursement of Travel and Related Expenses to reflect an update for a maximum of four days’ reimbursement for a governing board meeting and five days for an annual meeting. (2005-GB-11)


10. A motion to ratify the actions of the Operating Committee at its meeting held 1-4 June 2005. (2005-GB-14)
DEFEATED

1. The District 21 resolution to allow districts to hold only one district conference per year. (2005-GB-1)
Reimbursement Code

Position Qualifying for Reimbursement

A
- District Commanders or Voting Representatives
- District Educational Officers or Voting Representatives
- Chairmen of Departmental Committees or Programs or Voting Representatives
- Members of Committee on Nominations
- Assistants to the NEO and Secretary
- Aides Assigned to NXO, NEO, NAO, and Nat'l Secretary
- Merit Mark Area Monitors
- National Chaplains
- National Photographer
- National Medical Officer

B
- Operating Committee Members

C
- C/C's Guests at a national meeting and/or OCOM Meetings
- Committee members working at headquarters
- Audit, Budget, IT, and Historian Committees

D
- C/C Advisory Council

E
- C/C Representatives at District Conferences
- National Flag Lieutenant
- C/C Representatives traveling to meetings outside USPS
- National Meetings Committee members at site visitations

Refer to both page 2 for Reimbursement Policy that applies to all letter codes and to subsequent pages that give additional Policy for a specific position, as identified by the Reimbursement
Unusual Travel Situations: There are occasions when it is cost-effective to combine trips or travel by auto when several persons are traveling. These should be cleared with the National Assistant Treasurer beforehand.

The Chief Commander has authority to make exceptions to this policy.

It is the intent of this USPS policy not to pay for any of the above items in excess of actual costs charged to the individual requesting reimbursement. This intent would be used in evaluation of any expenses that could not be anticipated by this policy. The federal per diem rate in effect for each meeting location would be considered a maximum reimbursement if this rate is less than the actual cost. The Treasurer's Department has responsibility for this policy and would welcome members questions.

Reimbursement Policy for all Reimbursement Codes

Inter-city Transportation

Air - Lowest advance purchase excursion fares (non-refundable with a Saturday night stay.) Senior coupons should be used if lowest. The officer will be reimbursed for any loss on a “non-refundable, no change” ticket should an emergency change travel plans.

Auto - 25 cents per mile plus tolls between member's closest home and meeting site. The mileage reimbursement should not exceed the air cost above.

Personal Plane - 25 cents per mile between member's closest home and meeting site plus up to $12 per day for hangar space. The total reimbursement should not exceed the air cost above.

Local Transportation

Personal cars can be used from home to airport where the cost is less than other options. Reimbursement will be at 25 cents per mile, plus tolls and long term parking fee.

Airport shuttle or hotel courtesy cars should be used if available. Taxis can be used if shuttles or courtesy cars are not available. Expense reimbursement will be at the lowest cost available at each
individual meeting.

**Lodging and Meals**

No reimbursement will be made for cost of meals enroute or for personal charges, e.g. laundry, telephone, hotel services.

No reimbursement will be made for lodging enroute to or from a meeting.

**Submission of Requests for Reimbursement**

Requests for reimbursement must be on form Bud2a and forwarded to the appropriate budget officer for approval within 60 days of travel. The Bud2a must be accompanied by original receipts. Travel agency statements are not acceptable. If senior coupons are used, mark the box showing the number used. Any unusual travel arrangements or routing should be explained and attached to the Bud2a form.

**Reimbursement Policy for Specific Codes**

**Code - A**  Annual Meeting and Governing Board Meetings

**Transportation**

Travel expense will be reimbursed for the officer.

**Lodging and Meals**

A $65 per day room allowance toward the hotel room will be reimbursed. This allowance is for a maximum of four days at the Governing Board Meeting and a maximum of five days at the Annual Meeting. One additional day at each meeting is approved for members of the Committee on Nominations and for members of the Educational Department Leadership Staff. Additional days can be approved by an appropriate Vice Commander if absolutely needed. Two members eligible for reimbursement and sharing a room will each be allowed the lesser of the daily allowance or half of the room cost.

**Code - B**
Transportation

Reimbursement will be made for officer attending OCOM Meetings.
Reimbursement will be made for officer and spouse attending national meetings.

Lodging and Meals

Hotel room expense will be reimbursed.
Required attendance meals will be reimbursed at national meetings, excluding the following: departmental lunches, spouses' luncheon, members' outings, members' luncheon and Saturday night dinner.

Code - C

Transportation

Reimbursement will be made for officer. (In the case of a guest at a national meeting, the Chief Commander will dictate if the guest’s spouse will be reimbursed. This provision is not used for most meetings and is reserved for the "unusual event.")

Lodging and Meals

Hotel room expense will be paid.
Meals will be reimbursed only at meetings at USPS Headquarters.

Code - D

Transportation

Reimbursement will be made for officer and spouse for Annual Meeting.

Lodging

Hotel room expense will be reimbursed at the Annual Meeting.

Code - E
Transportation

Reimbursement will be made for officer and spouse for the meeting assigned. Meetings outside USPS could be officer only or officer and spouse whichever applies.

Lodging and Meals

Hotel room expense will be reimbursed.

Generally, meal expense is reimbursable when on the Chief’s business at meetings outside of USPS. Meal expense is not reimbursed for the Chief Commander’s representatives at District conferences, nor is it reimbursed at national meetings.

1 December 1999
Rev 13 February 2002
Revised 11 June 2005