



UNITED STATES POWER SQUADRONS®
SAIL AND POWER BOATING



District 2 Bridge

D/Lt/C David J. Wilkinson, S - Secretary
1368 Belmont Avenue Schenectady, NY 12308
Phone (518) 393-5394 Cell: (518) 428-2576
Email: boshkong@aol.com

Minutes of the District 2 Winter Council 3 March 2018

Call to Order: The meeting was called to order at 0903 by D/C Susan L. Darcy, JN.

Invocation: Chaplain D/Lt/C Melvin Goldstein, AP gave the invocation.

Pledge: The Pledge of Allegiance was led by D/FI/Lt Alexandra Digilio-Feldberg, P

National Anthem: P/D/C Harrison R. Valente, SN, led the singing of the National Anthem.

Introduction of guests: D/FI/Lt Alexandra Digilio-Feldberg, P introduced guests in attendance.

Introduction of Past District Commanders and Squadron Education Officers: This was also made by D/FI/Lt Alexandra Digilio-Feldberg, P and displayed on the screen.

Determination of a quorum: Due to inclement weather, plowing, and related issues, the roll call and determination of a quorum was postponed temporarily as some expected attendees were still in transit. It was ultimately determined that a quorum was present. Unfortunately, Andrew Cummings, JN from Greenwich was unable to attend.

Rearrangement of the agenda: D/C Susan L. Darcy, JN, reserved the right to rearrange the agenda as needed.

Cell phone reminder: During the early part of the meeting, a cell phone rang and, in accordance with tradition, D/C Susan Darcy collected one dollar from the phone's owner and reminded attendees to put their phones on "vibrate" so as not to disrupt the meeting. The payment was turned over to the D2 Treasurer.

Unfinished Business: D/C Susan Darcy, JN, had submitted the D2 proposal to National. The proposed resolution was that a member with at least forty merit marks, a full educational certificate and having been a Commander become a Governing Board Emeritus member. The intent is to recognize members who have distinguished themselves in their USPS service. The D/C worked with the investigative committee and after deliberation, an amendment to the original resolution was adopted and passed at the Governing Board to recognize such

member for their service. The members may be awarded an appropriate designation, such as “Distinguished Past Commander” or “Distinguished Past District Commander”.

Approval of Summer Council minutes: Motion made by D/C Susan Darcy to approve same. Seconded by P/D/C Jeffrey Gerwig, AP. Motion passed.

Report of the Treasurer: D/Lt/C John P. Pedersen, SN, presented the Treasurer’s Report as of March 3, 2018, which included a comparison of actual versus budgeted income and expenses. It was also noted that the hotel required what might be considered a hefty deposit for the meeting rooms we reserved for the Fall Conference.

Committee Reports: Lt/C Virginia Schmidt-Gedney presented the Member Benefits report, which detailed the many benefits available to USPS members. D/C Susan Darcy urged folks to take advantage of the Office Max/Office Depot copy card, which results in significant discounts.

Everything you need to know to do a job: D/Lt/C John P. Pederson, SN, District Treasurer spoke about preparing an annual budget, which may be a tricky proposition. Drafting a budget involves research and creativity. The budget needs to be ready for presentation at the Summer Council meeting. D/C Darcy observed that as the Treasury goes, District and Squadron responsibilities are quite similar. Both involve the preparation and maintenance of financial statements. For the District, you need to prepare for council and conference meetings and anticipate what questions you may receive. You must also prepare the IRS not-for-profit forms annually and file them by August 15th. It is very important that these are filed timely each year. DEO Karl M. Wagner, JN, asked how many squadrons have a budget, either formal or informal, following which a discussion took place.

D/Lt/C David Wilkinson, S, District Secretary, discussed how the Secretary is responsible for keeping track of and maintaining the flow of information. As he is relatively new to serving in this position at the District level while serving as his squadron’s secretary, he is learning about who has what roles. He also noted that it is important to keep track of scheduled meetings and deadlines and anticipate needed information. It is also valuable to observe how tasks have been performed previously. D/C Susan Darcy also noted that the Secretary of a squadron may be responsible for seeing to it that the OD-2, ED-1, and Ed-80 forms are timely filed with District and National. Some squadron secretaries publish the newsletter and produce a directory, as well as keep track of attendance at events.

D/C Susan Darcy discussed the roll of the Administrative Officer. The Administrative Officer typically makes arrangements for meetings and events. It was suggested that new and different events be tried, such as auctions, regattas, predicted log races, “dragon boat” races which involve boats built by kids, and fishing tournaments. Maybe invite a paddle boater to give a presentation. When the Berkshire Squadron was in danger of folding, they started to deliberately reduce their treasury when arranging events but they managed to turn things around. Events have been well attended, with at least half of their squadron generally participating in events. Some events have been held in the afternoon, others at night. Berkshire uses a variety of contact and social media to let their members know what’s

happening. Other Squadrons use Constant Contact (an eMail service) and split the usage charge.

DEO Karl M. Wagner, JN, spoke about the role of the DEO. In short, it is to plan courses and fill them with students. At a minimum, the ABC course should be offered. Karl likes to keep his instructors busy, which helps to keep them motivated. You should be aware of holidays, meetings, and other potential conflicts when scheduling classes and he finds that students typically don't think about signing up for courses until about the second week in January. Also discussed how much to charge for classes and presented a cost versus income spreadsheet he uses to make this calculation. You should budget so that your courses, at a minimum, break even. Also talked about different pricing for members versus non-members which gives people an incentive to join. Promote classes at yacht clubs, boating stores, and through social and other media. Discussion took place about "Meet up" which can attract like-minded folks to classes and events. There is a cost of about \$90/year.

Also discussed was an on-the-water component of courses so students can "practice what you preach." You need to contact the USPS insurance agent through the Treasury Department to ensure coverage. It is also important to acknowledge receipt of student class registrations.

It was suggested that the Executive Officer "understudy" the Commander. The minimum Bridge needed to maintain a squadron is a Commander, Secretary, and Treasurer.

New Business:
Bridge Reports:

Secretary: No Report

Administrative Officer: No Report

Educational Officer: Some courses are being re-named and they will be using e-books, which will help squadrons save money. The price for the books is the same as the printed version but there are no shipping charges. Books come in PDF form and the squadron is charged only when the student downloads the book using a provided code, which is provided to the student when they pay for the course.

Executive Officer: No Report.

Reports of Committees:

General Committee Reports: The Nominating Committee presented for review their proposed slate of officers. The election will take place at the Spring Conference.

Standing Committee Reports: It was reported that the Planning Committee has completed its work and has disbanded for the time being.

Other Committee Reports:

Councils and Conferences Committee: D/C Susan Darcy presented a draft flyer for the Spring Conference. She noted that the Commander will treat you to dinner on Friday where a ticket bar will be available. The price for the Spring Conference is presently set at \$47. D/C Darcy led a discussion about whether to combine the summer council and fall conference or keep them as separate events. People might not want to give up a weekend of boating in the summer. It also seems to be difficult to get people to RSVP which makes it difficult to plan and budget the event. A consensus was reached to again hold these as one combined event.

Membership Status: No report.

Sea Scouts: No report

VSC Committee: Lt/C Robert Terry, S noted that he has a supply of NYS boating safety guides available for distribution as needed.

Memorials: P/D/C Jeffrey Gerwig noted that the committee needs current contact information and circulated a D2 list for review and annotation.

PRO/Marketing: A discussion took place about the concept of "America's Boating Club."

A motion to adjourn was made by D/C Susan L. Darcy, JN, which passed. This was followed with a benediction offered by P/D/Lt/C Melvin Goldstein, AP. Luncheon was then served, after which an Instructor Development and Recertification program was offered by D/Lt/C Karl Wagner, JN

Respectfully Submitted

David J. Wilkinson

District Secretary

/dw