



# UNITED STATES POWER SQUADRONS®

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## District 2

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To: Winter Council - Fall Conference Attendees  
From: Susan L. Darcy, JN  
Subject: How to Print the **Revised** Seat Packet and the Contents as of 3/11/18.

How to Print the entire Seat Packet or individual pages:

Click on the Seat Packet filename which will open the file. The filename will be "**Complete\_2018\_Winter\_Council\_Seat\_Packet\_rev\_3-11-18.pdf**".

When the next window is displayed, under the top menu, select **Print**. When this menu is displayed, you will be able to **Print All** pages or only selected pages using the **Contents Table** enclosed.

To only print selected pages like the **Attendance Form** on the **Print** menu, select **Page Range** and enter the pages you want to print. Ex. 7-8

This **Contents Table** enclosed will be updated as more material is added to the Seat Packet so if you print part of the Seat Packet now, you will be able to print any additional pages using the updated table below

Remember, this is a new venture and if you have any problems or need an additional information, please don't hesitate to let me know.

Thanks for your help in advance for proofing this process. Looking forward to seeing you at the Fall Conference

D/C Susan L. Darcy, JN

The Planning Committee report was inadvertently left off the Seat Packet for the Winter Council by the D/C.

As of **11 March 2018**, the contents of the “**Revised Complete 2018 Winter Council Seat Packet**” file are as follows:

Starting Page	Ending Page	Subject
1	2	Call to the Winter Council - Saturday 03 March 2018
3	3	2018-03-03 Winter Council Fillable Registration Form.
4	5	Winter Council Preliminary Agenda – (25 September 2017)
		<b>Attendance &amp; Proxy Cover – (Instructions, Forms &amp; Delegate Statistics)</b>
6	7	2018-03-03 Winter Council Attendance Form and Instructions
8	9	2018-03-03 Winter Council Proxy Form and Instructions
		<b>District 2 Bridge Reports Cover</b>
10	10	District Commander Report – D/C Susan L. Darcy, JN
11	12	District Executive Officer Report – D/Lt/C Martin E. Feldberg, AP
13	18	District Educational Officer Report – D/Lt/C Karl M. Wagner, JN
19	19	District Administrative Officer Report – D/Lt/C Andy Papademetriou, N
		<b>District 2 Committee Reports</b>
20	20	District Sea Scout Liaison Report – P/C Robert J. Owens, Jr., P
21	21	District Nominating Report – D/Lt Howard A. Sklar, AP
22	23	District Planning Report – D/Lt Howard A. Sklar, AP