

Minutes  
Executive Committee  
Beverly – Marblehead Sail & Power Squadron  
October 5, 2016

1. The meeting was called to order at 1903. A quorum of 6 were present: Dave Graham, Commander; Alex Pszenny, XO; Walter Riley, SEO; Dale Smith, Treasurer; Skip Whittaker; Jim Curran; Bill Ghen; Bill Bonner.
2. A moment of silence was observed for our troops in harm's way.
3. A hardcopy of the minutes of the *unofficial* August 24, 2016 Member Meeting was distributed.
4. Officer Reports:
  - a. Commander:
    - i. Commander had hoped to organize a Christmas party in December but found insufficient interest, so the booking was cancelled.
    - ii. Stefan Edick, the captain of the Gloucester cruise, has agreed to come to Marblehead as speaker for the May Spring Dinner at the Corinthian. Tentatively scheduling for May 19.
  - b. XO: Notes from D12 Council Meeting on 17<sup>th</sup> of September (many thanks to Walter Riley and John Bedrossian for attending):
    - i. Squadrons are reminded to file tax forms
    - ii. Some possibility to offer Electronic Navigation course, have a resource.
    - iii. Insurance – for public events we engage in, if asked to produce certificate of insurance, we can get a cert that says National will cover us. Has to be for a specific event.
    - iv. Fall conference: survival suit & flare training will be at UMass Dartmouth
    - v. Agenda for spring conference says COW is 11 March but it will actually be the 25<sup>th</sup>.
    - vi. National is developing digital medial library, instructor materials & seminars. We will learn more at fall conference.
    - vii. Future squadron reports (Cdr reports) should be sent to full district bridge distribution list, not just secretary.
    - viii. D12 Cdr says there is a national trend of consolidation of both squadrons & districts. In this district last year there were 10 squadrons; now there are only 7 (Bear Cove merged into Old Colony; Worcester merged into Nobscott).
  - c. SEO:
    - i. Instructor Development: having difficulty standing up Fall courses; calendar works against us as does the curriculum changes. New ID course still not finished (1 chapter to do); 1 interested; Jack Reed agreed to give

when ready. District wants us to deliver it using GoToMeeting, but ID relies on presentation of students to other students, so not sure how this would be effective. DEO thought would have to be 2-3 classes, but still think better done in person.

- ii. Electronics Navigation: Course has been given once by Charles River Sq. Had a number of problems; e.g., course handed over from Canadian affiliate and uses several terms are not in use in U.S. There were other problems with equipment. National is moving towards soft downloads for a lot of our classes instead of hardcopies and E-Nav seems to be one of these. Will find out more but not doable this fall.
  - iii. Fall ABC in Marblehead: as much as we wanted to do it, too much going on to organize it and key instructors not available. One interested student not responding to Skip's offers of alternatives. Expecting to run ABC in May along with Rockport, Gloucester, Salem, Beverly, Hamilton, etc. Alex suggests we have our courses lined up for the boat show in February so handouts show our lineup. Walter agrees; this is standard procedure. Districts fits out the booth, and squadrons join them.
  - iv. Discussion on equipment for conducting courses. Walter has some very old laptops. Skip has 2 projectors, 2 screens. Some issues with adapters to instructor's personal laptops. We think most instructors would prefer to use their own laptops. Walter thinks Squadron should replace the two ancient laptops with at least one laptop.
  - v. **Motion**: Walter to explore feasibility of obtaining reasonable laptop and projector not to exceed \$1,600, with SEO to be caretaker, and hereby granting him authority to purchase said equipment if he is satisfied with what he finds. Note this amount exceeds 2016 budget for equipment replacement. So **moved** by David; **seconded** by Walter. **Vote**: 8 in favor, 0 against.
  - vi. Discussion on pricing for ABC courses and on-line students. Price charged to students is \$60. Our cost is \$40-45. Marblehead charges \$60 for ABC plus \$20-25 for charting materials; other locations only \$10-15 for materials. Differing family discounts. We should standardize all this. Should we offer scholarships for those that can't afford it?
    - 1. **Action**: Walter, Skip, Bob Duncan, and Alex will meet and deliver recommendation to December 7 ExCom meeting.
- d. SAO: Not present, no report.
  - e. Treasurer: Monthly report was distributed. Total balances are \$52,566.47. Dale expressed concern over format & numbers; some changes proposed. Dale will submit updated report by email.

## 5. New Business:

- a. Joint District meeting in New Bedford – SEO

- i. Launch drivers at any facility have to take ABC as well as CPR course annually. JYC gives such a course for their launch drivers. Walter attending CPR course at hotel. Skip would like the squadron to fund CPR training.
- b. 2017 meeting dates:
  - i. 2017 Member Meetings in ballroom: **Jan 4, Mar 1, May 3, Oct 4, Dec 6**
  - ii. 2017 ExCom in Ward Room: **Feb 1, Apr 5, Jun 7, Sep 6, Nov 1**
  - iii. The ExCom expressed concern on timing of November, 2016 Member Meeting which is Election Day.
    - 1. **Action:** Jack is requested to investigate another night that works for the JYC, and coordinate with Ray to check availability of speaker Mr. Hammond. Commander Dave will send request to Jack.
  - iv. Discussion of our By Laws which require member meeting in September, but we have scheduled ExCom meeting for Sept 2017. Discussed the process of changing the By Law; very heavy process. **Decision:** we agree with the posted schedule that Secretary Reed posted.
- c. Status of Annual filing (Walter):
  - i. IRS 990(N): Due October 15. Cannot submit yet; waiting for IRS to fix fiscal year back to June 1 due to IRS clerical error.
  - ii. MA Secretary of State Annual Report: Submitted October 1
  - iii. MA Attorney General Tax Exempt filing: Due October 15. It must be accompanied with filing long form 990(N).
  - iv. TR-1 to Raleigh: Due August 25, which is not aligned with our fiscal year. Pending filing of 990(N).
- d. Nominating committee: Not many meetings to propose slate of new officers. Slate must be voted on at COW on March 1. Need someone from Marblehead who knows those members. Current committee is Dan Himes, Ron Mason, William Ghen. David will speak with Dan. Would like some rotation on members of this committee, not supposed to be permanent appointment.
- e. Submission of merit marks due in November. Commander is required to submit the form. David will ask Barbara how to do this. Recommendations can be sent by squadron chairs.

There being no further business, the ExCom adjourned at 2058.

Dale M. Smith, Acting Secretary