

**San Diego Sail & Power Squadron
Executive Committee Meeting Minutes - Draft**

February 8, 2010

San Diego Yacht Club
Monday 7:00 PM

In attendance:

Cdr. Don Litzenberg, JN
Lt/C Paula Vance, S
Lt. Shaun McArdle, SN
Lt. Jerry Pokerwinski, AP
Lt. Bill Frame, AP
Lt/C Katie Law, SN
Lt/C Bob Gibbs, JN
Lt/C Catherine Isaksen, S

Cdr. Don Litzenberg, JN called the meeting to order at 7:02, welcoming the new bridge.

Minutes from the last Excom meeting in November 2009 were not available for review and approval.

Standing Reports

Executive Officer Lt/C Paula Vance, S

1. Paula Vance will contact Andrea LaVorgna and ask her to fill the position of Public Relations Chair.

2. Shaun McArdle reported that the SDSPS was the first squadron in the country to perform a vessel safety check (VSC) in 2010. So far 6 VSCs have been performed. Shaun is actively seeking new examiners. Bob Gibbs and Don Litzenberg are in the process of completing the training and will be certified soon. Shaun has the 2010 VSC stickers and will distribute them to the examiners. Shaun will discuss upcoming Safe Boating Week activities at the next Excom meeting.

3. Jerry Pokerwinski summarized his experience trying unsuccessfully to book a comped booth for the SDSPS at the Sunroad Boat Show. He proposes contacting the director and setting up a fact-to-face meeting to try and determine what the problem was and how to secure a booth for future Sunroad shows.

Upcoming boat shows and events:

Day at the Docks – Jerry has requested space for a SDSPS booth.

Fred Hall Boat and Fishing Show – Jerry has requested more info. Per Shaun, we used to set up a booth at this show but stopped participating

County Fair – June and July. Jerry expects to receive the application soon.

Shaun has several hundred tri-fold SDSPS brochures for boat shows and will pass some along to Jerry, who also needs some updated education handouts.

Jerry proposed that we consider purchasing a 7'x7' backdrop for our booth, which would cost approximately \$1000 if we were able to provide the design for the graphics. The vendor would charge an additional \$150 if we have them do the graphic design. This was approved last year as part of the general upgrading of our booth, but the ExCom made the decision to hold off on the purchase because of the cancellation of the primary boat show by its sponsor. After some discussion of the pros and cons of the purchase we decided to table a decision until the next meeting.

Bob Gibbs applied for a \$1 per member grant from National to help with marketing expenses, and sent receipts, but has not heard anything and fears they may have lost the application and receipts.

Jerry researched the possibility of getting a toll-free phone number for the SDSPS. It would cost \$100 to set up, which must be paid for by credit or debit card. After that the monthly fee could be debited directly from the checking account. There was no further discussion.

4. Cooperative Charting: No news to report.

5. Radio: No news to report.

Educational Officer Lt/C Katie Law, SN

1. Public Boating Classes: an ABC course will be offered March 13 and 20 by Mike Philbrook at the Boy Scout Youth Aquatic Center. Another ABC class is being planned for June or July, either at the same place or at Southwestern Yacht Club.

2. Completed Classes: Katie has received results of the Marine Electronics course. All but one student passed. Results are in the mail to the participants.

3. Planned Classes: Katie is working on scheduling additional classes and will communicate the information with the ExCom via e-mail once the schedule is fixed.

Administrative Officer Lt/C Bob Gibbs, JN

1. Membership: Per DB2 there are 154 members. Paula agreed to work with Shaun on mentoring.

2. Meetings & Programs: The next GMM will be Friday, March 12. Don and Bob will circulate an e-mail calendar to finalize the remaining dates.

3. Boating Activities: No news to report.

4. Sail Fleet: Don reported that this year's first race will be Saturday, February 13.

Secretary Lt/C Diann Nephew (not in attendance)

1. Information Technology: There was discussion about moving the SDSPS Website to a different server. Further discussion was tabled until next month.

2. Web Site, SDSPS: Each officer should pass information to Diane to report.

3. Ship's Mail: The next deadline is February 15.

Treasurer Lt/C Catherine Isaksen, S

1. Revenue & Expenses: Summarized by Bob, who had given a detailed report at January's Change of Watch dinner. An audit needs to take place. Dave Baer has offered to get the info to Bob.

2. 2010 Budget: Must be completed ASAP. Don, Catherine, and Bob will meet to prepare the budget.

Informational Items

1. USPS National Meeting: Attended by Bill Bridge, Chester White, and Ed Mraz.

2. USPS District Meeting: Will take place in Phoenix 5-6 March.

Unfinished Business

1. Bridge Officers Flags: Distributed by Don

2. P/C Katie Law sworn in as Squadron Education Officer.

3. Shaun requested that Don write letters of appreciation for mentors and Don agreed to do so.

New Business

No new business to report.

Meeting adjourned at 8:30.