

**SURFACE NAVY ASSOCIATION
EXECUTIVE COMMITTEE MINUTES
6 January 2004**

OFFICERS

VADM L Gunn, USN (Ret), *President*
VADM H. Giffin, USN (Ret), *East Coast Vice President*
CAPT D. Lee, USN (Ret), *Secretary*
CAPT M. Foote, USN (Ret), *Treasurer*
CAPT K. Tackett, USN (Ret), *Prospective Treasurer*

EXECUTIVE COMMITTEE

VADM D. Robinson, USN (Ret)	CAPT R. Jenkins, USN (Ret)
RADM G. Chesbrough, USN (Ret)	CDR J. Fuller, USN representing RADM M. Edwards, USN
RADM J. Tozzi, USCG (Ret)	LT J. Lemmon, USN
RADM J. Hare, USN (Ret)	FORCM J. Monroe, USN
RADM W. Ret, USN (Ret)	CAPT B. Erickson, USN (Ret), <i>Executive Director</i>
CAPT P. Rinn, USN (Ret)	Ms. Julie Howard, <i>Director of Administration</i>
CAPT R. Rushton, USN	

Minutes

The minutes from 12 November 2003 were reviewed and approved unanimously.

Old Business

The promotional SNA video is now finished and will be premiered at the symposium.

Newport Hall of Fame at SWOS. Visit has not happened yet. However, CAPT Buzby will bring material to the symposium and will discuss further at that time. As there is still a lot of ground work to do, this should not be on the agenda for discussion at the Board Meeting.

President Report

VADM Gunn will meet with ADM Hogg tomorrow to discuss agenda items for the Board of Directors meeting. Plan is to finalize the Board meeting agenda and presentations for final review next week.

Symposium Report

VADM Gunn, RADM Chesbrough and CAPT Erickson had a pre-publicity meeting with some reporters from Navy Times. They had many Navy related questions and expect to cover key events at the symposium.

The symposium speaker list is now finalized. This has been a little difficult as have had quite a few changes in speaker schedules. The following individuals were designated to be the SNA representatives at specific sessions:

SNA Reps for Sessions:

JO Roundtable	CAPT Paul Rinn, USN (Ret)
Retired Flag Session	RADM Chesbrough, USN (Ret)
Tuesday Afternoon	VADM Lee Gunn, USN (Ret)
VP Breakfast	RADM Dennis Conley, USN (Ret)
Wednesday Morning	VADM Hank Giffin, USN (Ret)
Int'l Navies Luncheon	VADM Lee Gunn, USN (Ret)
Wednesday Afternoon	CAPT Frank Lugo, USN (Ret)
Heritage Lecture	CAPT Ron Jenkins, USN (Ret)
Retired O5/O6 Breakfast	CAPT David Lee, USN (Ret)
Thursday Morning	VADM David Robinson, USN (Ret)
CEO Luncheon	VADM Lee Gunn, USN (Ret)
Awards Luncheon	RADM Woody Sutton, USN (Ret)
Thursday Afternoon	VADM Lee Gunn, USN (Ret)

Advance registration has been strong. So far, key events have 188 have registered for the International Navies Luncheon, 160 have registered for the Awards Luncheon and 141 for the Naval Heritage Lecture. On the downside, the number of registrants for the Retired Flag brief is very low with 35 attendees. The schedule changes were then reviewed.

Based on advance registration and a number of phone calls, it looks like we will have great Coast Guard participation. After symposium we should look at our documentation to be more inclusive towards the Coast Guard.

Executive Director Report

Corporate Sponsorship Report

Since the last ExCom meeting, we have gained 1 new corporate sponsor and lost 2. The new sponsor is SNC Tec. Leaving as corporate sponsors are Sikorsky and Peterson Shipbuilding. VADM Bill Hancock will now assist VADM Joe Metcalf, USN(Ret) on the Corporate Committee. He will then take over at Admiral Metcalf's pleasure.

Secretary

There was a delay in many members getting BOD election ballots which could possibly be due to the holiday mail. There were 27 members who volunteered to be considered for the Board. Letters have been sent to them all thanking them for volunteering. As of now, 244 ballots have been tallied. We need at least 470 members to vote before the selection meets the requirements set out in the bylaws. Will send an email follow-up for members to vote online and will extend deadline until COB Tuesday, 13th January.

Financial Report

Corporate dues income is more than budgeted, and individual dues have also reached the budget goal. We have also exceeded the goal set for the symposium income. Everything is pretty much on track. Postage and shipping is under expended; however, telephone calls are up. Therefore we are able to accommodate changes in budget without a change to the bottom line. Somewhat disappointed in chapter projects as we have expended less than 50% of what was budgeted. Number of funding requests has been historically low. We will stress again the availability of these funds at the Board Meeting. We are probably looking at one new chapter next year. We did save some money under regional events; however, the surplus was reallocated. Additional savings resulted from holding the mid-year Board Meeting. It is likely that one will also not be scheduled for next year.

Awards are shown in the budget for the actual year given out. The line item for the Hall of Fame was increased to reflect consolidation of various other line items into one. Two new awards were also added and will be in the budget for year 2004. Bottom line is that there is a favorable delta of approximately \$46,000 due to increased revenue and reduced expenses.

Before closing, CAPT Foote introduced CAPT Jim Tackett who will be taking over duties as Treasurer after the Board of Directors meeting.

AWARDS COMMITTEE

On track for awards luncheon. It looks like we will have a good turnout from the award recipients with only a few gaps. Two of the Hall of Fame inductees will be at banquet. Mrs. Zumwalt is also trying to attend the banquet in addition to her son. We have not been able to reach Master Chief Carl Brashear but Master Chief Monroe has offered to make a personal attempt.

RADM Woody Sutton will be attendance. After the luncheon, Admiral Sutton will be stepping down as committee chairman with CAPT Paul Rinn becoming the new chair.

SCHOLARSHIP

Would like to thank scholarship committee members. The committee has agreed to evaluate some areas and issues and get back to ExCom. The current position was then reviewed as outlined below:.

Proposal from Committee

Funding:

- Committee recommends that funding should be on a pay-as-you go basis.

Value Proposition:

- Feels that goal should be to award as many meaningful scholarships a year as funds permit.
- Committee look at number annually
- For next couple of years keep at \$2,000 level.

Eligibility:

- Thought two year eligibility not be enough and think should be reworded to second or subsequent consecutive year of membership.
- Added step-children or wards to focus on the dependents as Navy has made great strides for active duty.
- Think should be Surface Warfare qualified and add postgraduate also.
- Three years need not be consecutive.
- Finally no minimum service for children or spouse of personnel who died on active duty.

NOTE: Based on discussions, need to accommodate Coast Guard members.

Used Submarine League as a model and their membership eligibility is 8 years.

Although we open our membership to all, we should restrict our scholarship to only those who served.

Selection Criteria:

- Used “whole person” concept in past. Now adds “needs” criteria. “Needs” will not be mandatory. Member/Applicant can submit financial aid form if he/she feels it will add something to the package.
- Long term objectives
- Remain consistent with goals and objectives of association
- Better known as awards program
- Meaningful to those seeking undergraduate and postgraduate education
- Sought by both enlisted and officer dependents.

Committee has taken on the need for more applicants. Perhaps at symposium we could encourage their attendance.

Include scholarship program in *Surface Sitrep* “What’s In It For Me” section.

Funding

- Would like to see more corporate sponsorship developed.
- Do not want to adversely impact broader Association fundraising objectives
- Scholarship Committee will propose a campaign plan for ExCom approval.

The bylaws require an active duty enlisted member on the committee. FORCM(SW) Monroe volunteered to serve.

Need to change sought by both . . . on 14 to broader language. ExCom agreed to send the above proposal as modified to the Board of Directors for concurrence. Lack of numbers should also be addressed and representatives empowered to promote. *Need to get numbers for VADM Giffin of applicants over last few years (Annette).* Communications is key. Need to do more to advertise winners. As an aside message the scholarship program has the perception as a predominately officer program. Message needs to be clear that it is not.

VADM Giffin will give report for the Scholarship Committee at the Board Meeting..

Membership Committee

Member statistics were reviewed. Have stayed fairly static for the year. Still doing well in comparison to other groups. Still hard to keeping tracking of people. Need to stress that a change in address can be made online.

Chapter Status. Arabian Gulf is now being reviewed by Captains Peterson and Tidd. Fifth Fleet command structure is now conducive to start up. John Peterson will be at the symposium to further brief.

Rocky Mountain area is undergoing a renewed effort to get a chapter started. Also, the Coast Guard wants to form a chapter in New London. The Vice President from that chapter is coming to symposium and to the Board meeting on Friday. It looks like we will have good representation by chapters at the symposium.

Chapter Excellence Awards

Six submissions were received. Maximum of three Chapter Excellence awards may be given. Membership Committee recommendations are:

Hampton Roads Chapter - Dynamic program, great turnouts and have increased membership by 20%.

Pearl Harbor Chapter - Had a great push – 45% increase in membership.

CONSTITUTION Chapter – Final award between Constitution and Mayport chapters. After discussion, the vote went to the CONSTITUTION Chapter because of its work in putting together the George A. Sirian Award. Consider recognizing the Mayport Chapter with an Honorable Mention.

Recommendations were approved unanimously.

Public Relations

Mention was made again of the breakfast meeting with Navy Times reporters.

Naval Heritage Committee

Plugged Naval Order. Had a great speaker at Pearl Harbor Dinner and there might some opportunity to get this speaker for another event. At every opportunity we are promoting the Heritage Lecture at the Symposium. The book deal still dragging along slowly. Plugged event at symposium and speaker is great. There was discussion that the Marines look at heritage better than the Navy; perhaps we need to get a heritage “boot camp.”

With no further business a motion was made to adjourn at 7:10 pm