

**Surface Navy Association
Executive Committee Minutes (Draft)
April 16, 2008**

In Attendance

VADM Kevin Green, USN (Ret), *President*
CAPT Dave Lee, USN (Ret), *Secretary*
CAPT Jim Tackett, USN (Ret), *Treasurer*
RADM Dennis Conley, USN (Ret)
RADM David Hart, USN (Ret)
CAPT Ned Lundquist, USN (Ret)
OSCM Brian Ortega, USN (*via phone*)
RADM John Tozzi, USCG (Ret)
CAPT Bill Erickson, USN (Ret) *Executive Director*
Ms. Debbie Garry, Howard Associates

Minutes

The minutes of 27 February 2008 were reviewed and approved unanimously with minor spelling corrections.

Executive Director Report

Vision Statement has been approved.

Julie Howard will be moving to Texas this summer. She will be telecommuting and making frequent visits to Virginia. There should be no changes to administrative support to SNA.

Navy Marine Corps Council briefing scheduled for May 21, 2008. SNA will send representatives and pay for our attendees lunch cost. *AI: Bill Erickson to send email invite to BOD and EXCOM.*

West Coast Symposium will be held again this year in San Diego in conjunction with SWOFOT. Currently scheduled for August. San Diego chapter will design schedule/briefings. Same format as previous years with lunch and reception. This year the USCG Eagle vessel has offered the main deck or CO cabin for a reception or dinner on 8/22 if event is held that week.

Recently come to our attention that soliciting charitable donations on website without proper registration with State governments could create legal issues. Therefore, it is prudent to not directly request donations on our website. If a chapter wants to collect donations online for a specific organization, we should provide link to that organization's site to collect money. *AI: Bill Erickson and Joe Hare will create a memorandum to send to chapters on procedures to solicit donations.*

SNA considering supporting the upcoming Vella Gulf reunion. Vella Gulf is a potential topic for next Symposium and this provides us the opportunity to make connections. Bill Erickson is serving as a consultant. No financial support has been requested at this time but administrative support may be provided by Howard Associates. SNA would provide PR that would indirectly

benefit our membership.

D-Day Navy Memorial is being sponsored by Naval Order. Requested \$50K from SNA. Recommendation is no direct monetary donation but to offer PR to our membership in SITREP and via email. EXCOM agreed to no monetary support at this time. *AI: Bill Erickson will compose letter.*

Corporate Sponsors

We currently have 64 corporate sponsors.

Secretary Report

Nothing new to report

Financial Report

Currently 1/3 through year and we are still on target. Symposium income is not included in current finance report. Recruiting line will be moved to miscellaneous line on future finance reports.

Chapter disbursements are on track with past years. Largest requests are from Hampton Roads, Pearl Harbor and San Diego.

Symposium Report

Symposium numbers presented. Banquet numbers higher than past years including more corporate tables. Exhibit Only numbers went down this year but there was an increase in those registering for seminar program. Revenue increased this year. HOF was funded out of Symposium proceeds. Will not raise cost of exhibit space this year but will attempt to sell more sponsorships.

Reviewed past Symposium themes from 2002-2008. From exhibitors/corporate sponsors' views the themes have been consistent on where money could be spent. Hard to build exhibits around "strategy". Many suggestions made on possible theme direction. *AI: Admiral Hart to prepare email to send out to BOD & EXCOM on theme suggestions. Once completed to be sent by Bill Erickson*

Reviewed Symposium event structure by each day. Consensus was schedule works. We do need to continue to maintain balance among our speaker presentations.

Awards Committee

Most committee members have been contacted. First meeting is tentatively scheduled for May.

Scholarship Committee

Committee has been selected and will meet on May 12 to review new applications and renewals. This year 37 new applications were received and 42 recipients have applied for renewal.

Membership Report

Membership has grown by 305 since 12/2007 which includes complimentary applications from USNA, USCG Academy and ROTC units. There has been a noted increase in paid memberships.

Committee met in March and is implementing a ½ price membership promotion on all 3-year memberships (new/renewals) submitted between May 1 - July 31 of this year.

Committee recommends SNA recognize PCO and CMC while at Newport with letter and pin. CMC program will work but need to consider the new PXO/PCO fleet up program. As of March 2009 it will be only 1 school and candidates will attend enroute to their XO tour.

AI: Membership committee to research PXO/PCO program.

AI: Tozzi to research same program for USCG PXO/PCO.

Committee discussed updating the Chapter Excellence program. Will be having an email discussion on how to update this program. *AI: Membership committee to present results of committee discussion at future EXCOM meeting.*

Public Relations Report

PR Committee includes representatives from industry and Surface Warfare Magazine and will meet 4 times per year. Will focus on Communications Forum and SITREP.

Currently working on several articles for the SNA SITREP.

Special Projects

Hall of Fame is being updated. Great Lakes Hall of Fame is moving forward also. In addition there is a need at Great Lakes and Naval Academy to use some of our SNA Photographic Collection.

New Business

SNA approached to sponsor Sea Cadet program. Consensus is that SNA is not a corporate sponsor. Some SNA chapters do work with their local Sea Cadet programs.

Next meeting Wednesday 28 May 2008.