

**Surface Navy Association  
Executive Committee Minutes (Draft)  
August 20, 2008**

**In Attendance**

VADM Kevin Green, USN (Ret), *President*  
VADM Tim LaFleur, USN (Ret), *West Coast VP (via phone)*  
CAPT Jim Tackett, USN (Ret), *Treasurer*  
CAPT Dave Lee, USN (Ret), *Secretary*  
VADM Lee Gunn, USN (Ret)  
CAPT Paul Rinn, USN (Ret)  
RADM John Tozzi, USCG (Ret)  
RADM Dave Hart, USN (Ret)  
CAPT Ned Lundquist, USN (Ret)  
RADM Dennis Conley, USN (Ret)  
RADM Doug Katz, USN (Ret) *(via phone)*  
VADM Bill Earner, USN (Ret)  
CDR Chris Bushnell, USN  
CDR John Fuller, USN  
CAPT Bill Erickson, USN (Ret), *Executive Director*  
Ms Julie Howard, Director of Admin *(via phone)*

**Minutes**

Minutes from 5 June 2008 were reviewed electronically. Minutes were approved with spelling change.

**Old Business**

Symposium study location is still in progress. Report expected by the end of September.

Action item regarding review of alternative theme was discussed with N86. Decision to stay with the current theme was made. However, the International Navy component will be expanded.

The policy on Charitable Solicitation is in process. It will be sent to chapters upon EXCOM approval.

At the strategic offsite the EXCOM recognized the need for developing long range plans. Proposed that the existing committee structure be used to complete the mission statements, goals and objectives. This approach provides the greatest amount of flexibility while remaining a structured process.

**President's Report**

RADM Phil Coady passed away since the last meeting. Admiral Coady was a long term SNA leader and a great leader and mentor to many. He administered the Antietam Fund. EXCOM agreed Antietam fund will continue as a separate fund under SNA but will now be administered by Captain Bill Doud.

**Executive Director Report**

West Coast Symposium will once again be held in conjunction with SWOFOT in San Diego on August 28. The San Diego Chapter has designed a strong agenda. Seventeen exhibitors are confirmed which is more than in previous years. However, we anticipate that this will be a "break-even" event financially and a profit is not anticipated.

Request received from San Diego for September 4 CPO Pride Day. SNA has supported this since 2005 by funding the box lunch. The organizers will mention SNA during event and have requested a SNA rep at the event. SNA is once again providing complimentary 3-year memberships to new ESWS qualified selectees. This request is entirely in keeping with bylaws. Motion to provide \$5,000 was made and approved unanimously.

There are some forthcoming changes to the IRS Form 990. The objectives are to increase disclosure and to increase compliance. The purpose is to reduce burden on filers but IRS have added 16 new sections and are still in the process of producing the forms. Have reviewed information with RADM Hare and are proceeding on track but may need to produce a couple more administrative forms. One of the key things is that the EXCOM has to review filing before submitting and certify that they have reviewed it. Suggested to have submission online for board of directors to individually review and then on agenda to be discussed/reviewed as group at EXCOM meeting. We have to be factual and not to offer more than is needed. SNA has asked our accountant to put together brief on what they see as new SNA filing requirements. Suggested to assign oversight responsibility to the Finance Committee and have committee provide an updated status at next EXCOM. Also need to make sure that Washington and San Diego submissions are consistent with National. Executive Director plans to meet with the San Diego Treasurer at WCS to discuss. Overall it is thought that the actually review process of this will help us strengthen our goals and purpose. *Action Item: Finance committee to meet with Burdette Smith and to provide update at next EXCOM. Finance committee will also look at San Diego and Washington to ensure they have the same compliance documents.*

### **Corporate Sponsor Report**

Currently have 66 corporate sponsors. Usually add new sponsors immediately prior to National Symposium.

### **Secretary's Report**

Time to start getting nominations for BOD nominations. Seven board members' terms will expire this year. *Action Item: Create email to send to SNA members requesting nominations.*

### **Financial Report**

We are ahead were we normally are in corporate dues. Have also exceeded our budget in individual membership dues. Ahead of power curve and hope trend continues.

### **Symposium Report**

Theme is Surface Warfare: Core Capabilities to Meet the Nation's Strategy. Proposed agenda was reviewed. To date SNA has not approached CNO office as have been waiting to hear from SECNAV. SECNAV has indicated that he wants to participate and we are now able to move forward with CNO. As this is an election year also looking to get a speaker for View from Hill who is not up for election this year.

### **Awards Committee Report**

The Awards committee completed two-rounds of voting on Hall of Fame nominations and have proposed 7 nominees, 4 officer and 3 enlisted. Nominees presented to EXCOM for approval. Motion was made and accepted unanimously to move these nominations forward for N86 to approve.

*Note: Captain Rinn removed himself for the discussion on Hall of Fame Nominations*

### **Scholarship Committee Report**

No report

### **Membership Committee Report**

Numbers are up and the results of the 3-year membership promotion were very positive with 700 people joining or renewing. The first of our free 3-year members are due to expire this year. The renewing data might not be a true reflection of interest as we did not get very good contact info for many of them the first year promotion was offered.

It should also be noted that Hampton Roads has had a very strong membership push and are getting close to Washington Chapter in membership size which always been our largest chapter.

We have been giving out pins at Senior Enlisted Academy and have a good tracking process in place there. OCS students are now under SWOS and SNA is sponsoring a reception for each class.

### **Public Relations Report**

Communication Forum will be hosted by SNA again this year. Suggested to schedule for end of October rather than wait until the end of November which conflicts with holidays.

Currently working with the US Coast Guard Academy in New London, CT to hold a Mini-Symposium on Homeland Security/National Maritime Strategy Conference March 24-25, 2009. We have begun to pulse our corporate sponsors/exhibitors and have already received some interest. Suggested that the EXCOM begin to think about possible speakers for this event.

### **Special Projects Report**

During a trip to Great Lakes, SNA has found a location in the main processing building for the Hall of Fame. Design would be similar to that in Newport but would be split on 2 walls rather than be back to back. Still collecting estimates however would request a \$25,000 allocation be made from corpus for installation. Maintenance costs are shown as a line item under Symposium account. A memorandum of understanding will be put in place similar to the one in Newport. Motion was made and carried unanimously to make allocation as requested.

### **New Business**

Next meeting Thursday 2 October 2008.