

**Surface Navy Association
Executive Committee Meeting Minutes (Draft)
August 14, 2013**

IN ATTENDANCE

VADM Admiral Ronald Route, USN (Ret)	CAPT Dave Lee, USN (Ret)
OSC David Brakebill, USN, (<i>via phone</i>)	CAPT Ned Lundquist, USN (Ret)
CAPT Bill Campbell, USN (Ret), (<i>via phone</i>)	RADM Robert Reilly, USN (Ret)
RADM Dennis Conley, USN (Ret)	CAPT Paul Rinn, USN (Ret)
CAPT Mike Davis, USN (Ret), (<i>via phone</i>)	CAPT Matt Sharpe, USN (Ret), (<i>via phone</i>)
VADM Bill Earner, USN (Ret)	CAPT Jim Tackett, USN (Ret)
VADM Lee Gunn, USN (Ret)	CAPT Bill Erickson, USN (Ret)
RADM Dave Hart, USN (Ret)	Julie Howard, (<i>via phone</i>)
VADM Doug Katz, USN (Ret)	Debbie Garry
VADM Tim LaFleur, USN (Ret), (<i>via phone</i>)	Marianne Catina

PRESIDENT'S REPORT

The meeting was called to order by the President, VADM Ron Route. Admiral Route welcomed all attendees to the meeting. The minutes from the July 9, 2013 Executive Committee Meeting were approved with no changes.

Admiral Route announced that he has accepted the position of President at the Naval Post Graduate School in Monterey and will be reporting September 30. Admiral Route thanked everyone for their support. VADM Barry McCullough has agreed to serve as the next SNA president. *Action Item: CAPT Bill Erickson will send an email to Board of Directors for an electronic vote to approve Admiral McCullough's appointment. EXCOM members will be copied on the email for informational purposes.*

OLD BUSINESS

The minutes from the January 2013 Board of Directors meeting including corrections and action items are posted on the Board of Directors website.

EXECUTIVE DIRECTOR REPORT

The West Coast Symposium is scheduled for August 22 in San Diego. Reviewed current agenda and exhibitor list. Currently have 27 exhibitors confirmed to setup displays at event. In addition to the West Coast Symposium other events planned that week include the August 21 Retired Flag Officer Briefing and the August 23 SNA San Diego golf tournament.

The draft finance report and 2012 tax return were reviewed by CAPT Jim Tackett, SNA Treasurer and VADM Bill Earner, Finance Committee Chairman and were made available to all Board and EXCOM members to review. The final tax return was filed electronically on August 6 and will be available on Guidestar website for public view.

CORPORATE MEMBERS REPORT

SNA currently has 87 corporate members. One sponsor has been dropped at their request. One sponsor, previously dropped, reactivated their sponsorship.

SECRETARY REPORT

Captain Lee presented the timeline for the upcoming Board of Directors election. An email requesting nominations will be sent the first week of September with a close date of September 30. Letters will also be sent to Board members with expiring terms. Ballot preps will be during

the month of October and online voting will take place during the month of November. Results will be validated NLT December 15. Reviewed the expiring terms by name and rank. SNA members can elect up to 9 (*10) new board members. *10 members if a replacement is elected/selected to replace Admiral McCullough. Recommended to elect a flag officer to fulfill the remaining 2 years on Admiral McCullough's term. It was noted that there is no mention on how to handle a vacancy in the SNA bylaws. Any additional comments can be emailed to CAPT Erickson and CAPT Dave Lee. Final info to be presented to EXCOM at October meeting.
Action Item: Captain Erickson to draft EXCOM proposal regarding VADM McCullough's replacement to send to ADM Jim Hogg for approval.

TREASURER REPORT

CAPT Jim Tackett reviewed the current finance report including account balances and chapter disbursements to date.

Reviewed chapter disbursements. Chapters are encouraged to send fund requests to National if funds required.

Reviewed scholarship fund. Updated companies that will not be able to donate this year on the report.

FINANCE COMMITTEE

VADM Bill Earner reviewed status of SNA investments.

SYMPOSIUM REPORT

RADM Dave Hart reviewed the Symposium timeline. Currently working on speakers for event and plan to send speaker invites in September. Encouraged EXCOM members to email him with any speaker suggestions.

AWARD REPORT

No Report

SCHOLARSHIP REPORT

VADM Lee Gunn proposed that we send scholarship selection guidelines to all EXCOM members to review prior to advertising the 2013-2014 scholarship program. *Action Item: VADM Gunn and CAPT Erickson to prepare guidelines and email to EXCOM members prior to next EXCOM meeting.*

It was noted that the quality of scholarship applicants has significantly increased over the last 4 years. Quality of applicants should be of more importance than quantity.

Action Item: Admin Staff to send email to SNA members to solicit scholarship donors in September.

CAPT Erickson reviewed scholarship finances. May need to adjust proposed income as Symposium profit could be reduced in 2014. *Action Item: Admin Staff to research possibility of members donating via DFAS.*

MEMBERSHIP REPORT

RADM Rob Reilly reviewed the July membership statistics. Promotional memberships for 2013 are on the rise. SNA membership numbers remain stable and strong.

The membership survey for promotional members was sent to the 2011 promotional members group. A total of 224 were sent via email offering a discount renewal upon completion of a membership survey. Currently reviewing the survey responses to present at next EXCOM.

Membership Committee will meet in October.

PUBLIC RELATIONS REPORT

CAPT Ned Lundquist will be attending the West Coast Symposium. Provided an overview of articles for Fall SITREP.

SPECIAL PROJECTS

No Report

NEW BUSINESS

CAPT Matt Sharpe will research possible SNA involvement with the upcoming ship christenings.

CAPT Bill Erickson will email proposed dates to EXCOM.

Meeting adjourned.

ACTION ITEMS

- 1. CAPT Bill Erickson will send an email to Board of Directors for an electronic vote to approve Admiral McCullough's appointment. EXCOM members will be copied on the email for informational purposes.*
- 2. Captain Erickson to draft EXCOM proposal regarding VADM McCullough's replacement to send to ADM Jim Hogg for approval.*
- 3. VADM Gunn and CAPT Erickson to prepare scholarship selection guidelines and email to EXCOM members prior to next EXCOM meeting.*
- 4. Admin Staff to send email to SNA members to solicit scholarship donors in September*
- 5. Admin Staff to research possibility of members donating to scholarship fund via DFAS.*