

**SURFACE NAVY ASSOCIATION
EXECUTIVE COMMITTEE MINUTES
27 FEBRUARY 2002**

The Surface Navy Association Executive Committee (ESC) met at SNA Headquarters at 2550 Huntington Avenue, Alexandria, Virginia on February 27, 2002. Attendees were:

OFFICERS

VADM L Gunn, USN (Ret), *President*
VADM H. Giffin, USN (Ret), *Vice President*
CAPT D. Lee, USN (Ret), *Secretary*

EXECUTIVE COMMITTEE

RADM G. Chesbrough, USN (Ret)	RADM P Coady, USN (Ret)
RADM D. Conley, USN (Ret)	VADM D. Katz, USN (Ret)
ADM T. Lopez, USN (Ret)	CAPT P. Rinn, USN (Ret)
VADM D. Robinson, USN (Ret)	CAPT B. Erickson, USN (Ret), <i>Executive Director</i>
	Ms. Julie Howard, <i>Director of Admin</i>

The President called the meeting to order at 1715.

The minutes of the 11 December 2001 meeting were approved.

PRESIDENT'S REPORT AND DISCUSSION

Board of Directors' Action Items: The Action Items from the Board meeting on 15 January 2002 were reviewed. Most of the items were tabled for discussion at the Strategic Offsite in April; however, there was some discussion on item 1 regarding the establishment of a fund to meet the needs of families of fallen Sailors. RADM Coady agreed to form an adhoc committee to investigate a possible scholarship to be administered under the current Scholarship Committee structure.

Action Item: Coady to investigate.

Coast Guard Sub-Chapter: VADM Gunn will send a letter to the Commandant inviting them to have a sub-chapter to the Greater Washington Chapter.

Action Item: Erickson to draft letter for Gunn signature

EXECUTIVE DIRECTOR'S REPORT

Website: CAPT Jim Brooke, USN (Ret) has agreed to continue as head of the Electronic Working Group on an interim basis. RADM Mack Gaston, USN (Ret) has been suggested as possible Group Chair. Proposal was presented to change providers from Athene to Verio. ExeCom agreed to move forward with transfer.

Action Item: Erickson and Howard to execute transfer

Offsite: There is a need to get commitments on attendance to finalize logistical arrangements. It is expected that between 30 and 35 people will attend. Invitations will be extended within the week with a cut-off date of March 20, 2002.

Monthly Communication: The first of a monthly communication from the President to the Chapter Presidents has just been transmitted.

Future Meeting Dates: To allow for everyone to plan their calendars the following dates were discussed for meetings:
ExeCom April 10 2002 and May 8, 2002
Offsite 28 and 29 April 2002

Midway Celebration: SNA has been asked to participate in the NDW's Midway Celebration that will take place June 4. Executive Director has begun to attend planning meetings to determine scope of participation.

Other Event Dates: Sailor of the Year presentations in Norfolk – March 20, 2002 and SNA Newport will hold a Ball on 17 May, 2002

AWARDS COMMITTEE

Committee will meet in early March and plan to review and update all criteria and instructions for existing awards to better match deployment cycles, etc.

SCHOLARSHIP COMMITTEE

VADM Robinson has again agreed to chair the Scholarship Committee and the Precip letter has been signed. There was some discussion as to whether the number of scholarships awarded should be increased or whether the dollar value of the actual award increased. This discussion was tabled for the Strategic Offsite. It was agreed that the Scholarship Committee should review nominations for this year. The Scholarship Committee has been authorized to award up to 17 scholarships this year. If they felt more should be awarded then they must make a recommendation to the ExeCom at a future meeting.

TREASURER'S REPORT

Financials look good for the beginning of the year. The report is somewhat misleading however, as only portions of symposium revenues are shown. This will be rectified once the final reconciliation has been completed. Newport has requested assistance from National to support a sailing regatta this summer as part of the Destroyer Centennial Celebrations. They have asked for a \$5,500 loan to fund the production of a Centennial Tie that will be sold to raise funds. Based on a \$45 selling price the expected to break even point is 126 ties. The ExeCom agreed to make the loan with the stipulation that it would be repaid before any other commitment. They have also requested a contribution of \$4,000 to fund the trophies. While it was acknowledged that this was a good initiative there were some issues. Based on that, a motion was made and accepted unanimously that more details were needed on the trophies and a business plan on how the regatta would be run before funds for the trophies could be committed.

SYMPOSIUM COMMITTEE

Anticipated net revenue of \$193,000 before division is consist with last year and it is expected that budget commitments will be met when profit split is made. Already nearly 2/3rds of the space for 2003 has been committed. VADM Gunn has been invited to attend the summer SWCC and will discuss 2003 symposium at this time. We will still be head-to-head with the USNI conference on the West Coast in 2003; it is our understanding that they are looking in to a possible change for 2004.

At a recent Hot Wash between Gunn, Chesbrough, Erickson and Howard a number of topics were discussed and report was prepared for review. Input of ExeCom was requested via email. There was some discussion on the need to get the International Community more involved in the planning of the International Navies Luncheon. ExeCom agreed with proposal to have one of the Attaches organize the panel for this event. This, in conjunction with better use of Jane's Defence Week, will certainly increase marketing of event. It was agreed that more help is needed to get the flags that attend through the exhibit hall and that ExeCom should provide escort and more emphasis should be placed on getting SNA invited guests who positively respond to actually attend banquet.

The Symposium Committee will hold a meeting soon and ExeCom were encouraged to provide theme ideas.

MEMBERSHIP COMMITTEE

The stats were reviewed. It was thought that we were at an all time high in total membership. Membership Committee plans to meet before the Offsite to prepare. Pensacola has requested a waiver of the 50 member minimum requirement. A motion was carried to accept start up for Pensacola with less than minimum due to location of chapter with stated objective of trying to meet the goal of 50 members by the end of the year.

With no new business the meeting adjourned at 1915.