
**RECORD OF REGULAR FLOTILLA MEETING
FLOTILLA 014-15-10
LAKE GEORGE**

Date: 03-May-2021 **Time:** 1830-1930
Place: Virtual

Officers Present:

FC/IS/PE: Enny	VFC/CS:	IPFC/DV/VE: Townsend
FN/CM: Canavan	SR/PA:	Glass
MA/MT/OP: Pound		

Other Members Present: Slusher, Wagner

Guests Present: Mary Prusko

Condensed Version Of Reports/Motions:

Minutes of meeting on 05-Apr-2021 approved by motion.

FN No receipts or disbursements – balance remains at \$3,206.69. FN Report approved by motion. FN has not received any funds from SUNY Adk for the PE Class given on 10 April. Discussion ensued as to procedure to invoice the college. 12 Students signed up and were sent books, but only 10 attended the virtual class. Because we sent books to all 12 we should be paid for 12. FC will contact the college to verify the procedure.

Canavan also advised he is continuing to update the Flotilla Emergency Plan, & will need input from the FSO-IS to complete certain sections.

CS – (Though FC- FSO-CS had a conflicting meeting and could not attend) Website has been updated to add a recruitment page. We are now in compliance with National Standards.

IS – All entries for activities in the first quarter (ie. Jan, Feb, March) must be either directly input or sent to the FSO-IS by the end of this week. Any paperwork for Orders now must be submitted no later than 30 days from the end of the activity, or it will be rejected.

OP/MT The July 3rd event at Station Burlington is on, as are on-water training at Burlington on 26 June and at Mohawk on June 19th. Will disseminate information on the July 3rd event as it becomes available.

Risk Management/TCT refresher have been scheduled for May 17 and 20, 2021. Reminded that the IT and VE workshops are also mandatory and must be completed no later than 30 June. Both workshops are available online. After completion, send the Self Authentication document to Lynn for AuxData input. ***The links below are behind the member only page so you must sign in.***

VE Workshop is here: <http://wow.uscgaux.info/content.php?unit=V-DEPT&category=WORKSHOPS>

IT Workshop is here:
<http://edept.cgaux.org/pdf/2021%20Instructor%20Workshop.pdf>

Self-Attestation Form is here:
https://drive.google.com/file/d/1i2dH_n3YM3LI0H1n-cZb_j5gu8EIM83R/view

The **Division 15 Member Training Date** document, previously emailed, has been posted to the Flotilla website.

VE Information disseminated on how to conduct boat facility inspections. Has already had a request for a vessel exam. Advised that all VE's should be wearing PFDs when conducting on water exams. We are not however to use the inflatables distributed in the past, but instead use traditional non-inflatable life jackets.

FC has sent 25 VE Stickers to each VE, and VE's in attendance acknowledged receiving same.

DV Attended a Town Hall as well as the kickoff meeting for the Women's Leadership Initiative. Disseminated information received from Helen Fang. Discussion as to Women's Initiative, with FC informing that presently the program is an active duty one, but that they are applying to become an official Auxiliary program.

Will complete as much as she can of the NACO Diversity Award form and send it to the FC for finalization.

PE We taught 10 students on April 10th. Unsuccessfully attempted to schedule an additional class for a family who registered late for the SUNY class. Will teach another virtual class in connection with SUNY in the fall. We will need new (updated) books for the fall class. Discussion as to what to do with our old ABS books, with a suggestion that we donate them to a library or give them away during Vessel Exams.

Slusher advised that he has been unable to find the standing rules for the Flotilla and the Division. Suggestion was made that we wait a couple of weeks for Sherry Kisser to return to work at the DIRAUX office and ask her to look for the paper copies in the Director's files.

Remarks: (Awards/Special Events/Future Plans)

FC advised that all members should complete form 7101 (Covid Form), and that she is the only one who sees the form.

She further remarked that for in-person meetings, all attending must have been vaccinated. Requested input into a possible meeting place for our June meeting. Will send out an email to canvass members closer to the time of the meeting.

Awards previously made to 15-10 members could be given at an in person meeting.

Advised that two members may be leaving the Flotilla. Discussion as to whether exit interviews had been conducted, and what constitutes an exit interview, since exit interviews are one of the factors considered in the award of the NACO Diversity Award.

Good of the Organization: Birthday wishes to Jim Canavan

Next Business Meeting: 07-June-2021 – 1830 – Format and place TBD

Date Submitted: **By:** Helen Glass, FSO-SR



Date Accepted Via Motion: