

FLOTILLA 4-11, MAIN LINE
MINUTES
 Monday, September 10, 2018
 Radnor Hotel

FC: Don Monkhouse

VFC: Bayard Anderson

a. Call to Order/Pledge of Allegiance

b. Introduction of Guests: Dan Keller

c. Determination of Quorum (%): 50%

Attendees: Monkhouse, Anderson, McGeehan, Munroe, Dawson, Ramer & Sheetz

Apologies: Moatz

d. Adoption of Minutes: There were no minutes of August 14 meeting

e. FC Opening Remarks:

- Duane Ramer was administered the oath and presented with the AP certificate
- SAFEboat Committee Report will be voted on at the next Division meeting.
- AUX now affiliated with Sea Scouts

f. FSO Reports:

VE, PA, DV – Sheetz:

Progress Report on FICO 3 Star Award (per July Minutes)

- No Report

FN – Moatz:

Finance Report:

- Checking account balance, as of August 29, 2018, is \$3,748.19
- There are still some delinquent members remaining....to be identified at the October meeting.

MA, PE, PV – Anderson:

- Legion Post 668 visit yet to be scheduled

MT, NS – Dawson:

Instruction/Training Topic for October meeting TBD

- Duane Ramer & Dennis McGeehan have yet to complete Core Training
- Chris Sheetz offered to organize a uniform acquisition trip

OP, IS, HR – Munroe:

AUX presentation at the American Legion....TBS

Suddenly in Command offering....TBS

g. Old Business

- a. SAFEboat discussion and Sense of the Flotilla – All
 - Flotilla consensus was that the proposed management structure for the SAFEboat be adopted
- b. Election Steering Committee report – Anderson
 - To be reconstituted....Dawson (Chairman), Moatz & Sheetz
- c. Issuance of NJ Boating Safety cards remains a critical issue

k. New Business

- a. Comments on NJ Maritime Museum visit/ FaceBook update – All
 - Great day was had by all 12 attendees!
 - Facebook was updated with pix.
- c. DTRAIN experiences – All
 - Jan Munroe was presented with the *Auxiliary Legion of Merit* and in addition a *Life Membership* accreditation was awarded.
 - Duane Ramer, Dennis McGeehan, Jan Munroe and Don Monkhouse attended training courses
- d. Tracen Marcus Hook fellowship event – Dawson
 - John & Marge Dawson represented 4-11 and were well received
 - John Dawson is scheduled to present a talk about his experience at the South Pole during the IGY.

l. Instruction

BQllc Module – Munroe

- Module (#3) covered Member Training, Qualifications and Uniforms.
- A Study Guide handout was provided

m. Comments for the Good of the Flotilla & Auxiliary:**n. Adjournment****o. Refreshments and Fellowship.**

Calendar: Next Flotilla Meeting: Monday, October 8, 2018
 Next Division Meeting: Tuesday, September 18, 2018
 Sailing Course at Creutzburg Center, Sept 26-Nov 14; \$147
 Boating Safety Certification at LMHS, Oct 9-30; \$93
 DTRAIN: Friday-Sunday, March 8-10, 2019
 Change of Watch: Saturday, January 12, 2019

Attachment: July Minutes

BDA/DCM

FLOTILLA 4-11, MAIN LINE

Minutes

Monday, July 9, 2018

1930

Radnor Hotel

FC: Don Monkhouse**VFC: Bayard Anderson****Attendees:** Monkhouse, Anderson, Sheetz, McGeehan, Moatz, Munroe**d. Call to Order and Pledge of Allegiance****e. Introduction of Guests:** Kenneth Brier**f. Determination of Quorum:** 50%**d. Adoption of Minutes:** Minutes of June 11 meeting**h. FC Opening Remarks:**

Division Report: Monkhouse

Safeboat Status: In water, ready for patrol; Committee recommendations in flux

Disenrollment/New Member Status: Duane Ramer reached AP status

i. FSO Reports:**CS, SR, SM –Vacant:**

Flotilla Website progress

Alternative Website for courses

Facebook metrics and update

VE, PA, DV – Sheetz:

FICO 3 Star Award: Status of Goals & Action Plan – See attached

FN – Moatz:

Finance Report 4063.28

Active members **unpaid** for 2018: O'Donnell, Phinney, Webster, Leidy**MA, PE, PV – Anderson:**

PE advertising plan (visit American Legion Post 668 with Jan)

MT, NS – Dawson:

MT: 2018 schedule for member training

Dennis needs to complete Mandated Training

D-Train brochure passed out – members should attend

Maritime Museum trip August 14 – see under New Business

NS: Canisters of nerve gas on ocean bed discussed

OP, IS, HR – Munroe:

AUX presentation at American Legion Post 668 to be scheduled
 Jan attended Lee Grossman funeral
 Jan attended QE day as trainee
 Jan to inquire about wearing of uniform during AP status

j. Old Business – FC

Paper 7029 Forms to be completed on site Munroe September meeting

k. New Business

No Instruction/training for Aug meeting – Dawson
 Dawson to issue training schedule for year w/ topics and speakers
 Long Beach Island outing:
 New recruits to be invited
 \$50 donation to Museum
 Lunch at Tuckers: \$20 budget per person

l. Awards & Presentations: none

m. Comments for the Good of the Flotilla & Auxiliary:

n. Adjournment

o. Refreshments and Fellowship.

Calendar: Next Flotilla Meeting: Tuesday, August 14, 2018

Next Division Meeting: Tuesday, July 21, 2018

DTRAIN: Friday-Sunday, September 7-9, 2018

Change of Watch: Saturday, January 12, 2019

Attachments: FICO 3 Star Award: Project Schedule

/BDA/DCM

FICO 3 STAR AWARD

See next pages

Goal 1 – Create a Positive Environment

<u>Sub-Goal</u>	<u>Responsibility</u>	<u>Progress to Date</u>	<u>Status</u>
1. Appoint a diversity advisor	Sheetz	Moatzunclear	?
2. Publish one article	Monkhouse	TBD in Flotilla's Facebook page	20%

on diversity awareness			
3. Diversity member training sessions	Sheetz	"Excellence in Diversity" read 3/12/2018	50%?
4. Create a Recruiting Plan	Munroe	Wheels of Wayne (Sheetz) American Legion planned	50%
5. Encourage 50% of the unit's membership to attend a minimum of four meetings.	Anderson	Need statistics	50%
6. One of the unit's elected leaders must attend leadership training	Monkhouse	Attended both AUXLAMs A&B (3/10-12/2017 & 9/8-10/2017)	100%

Goal 2 – Value All Members

<u>Sub-Goal</u>	<u>Responsibility</u>	<u>Progress to Date</u>	<u>Status</u>
1. Informal awards and recognition programs	Munroe		0%
2. Routine communications with all members	Monkhouse/ Anderson	Twice monthly updates	100% ?
3. Conduct exit interviews	Monkhouse	Gingras 5/8/2018 Disenrollment doesn't count	
4. Maintain 90% of membership	Munroe	Loss vs. Gain	Even
5. Membership involvement at or above 65%	Sheetz	X% VSCs	?
6. Fellowship activities sponsored by the Flotilla (4 or more)	Dawson	Maritime Museum (8/14/2018); Glenmorgan (12/x/2018); Change of Watch (1/6/2018) Need one more	75%

Goal 3 – Promote Individual Success

<u>Sub-Goal</u>	<u>Responsibility</u>	<u>Progress to Date</u>	<u>Status</u>
1. Assign a mentor to each new member	Munroe		?%
2. Utilize the Mentor Involvement Plan	Munroe		
3. Provide written goals & expectations	Monkhouse	Strategic Plan issued & adopted 2/13/2018	100%
4. Provide all Staff Officers with specific written job descriptions upon appointment	Monkhouse	Memos issued to each FSO 1/3/2018	100%
5. Establish a Flotilla mentoring program for potential Staff Officers	Munroe		
6. Adequate access to meetings for members and potential members with disabilities	Monkhouse	Radnor Hotel has elevator for downstairs meeting room	100%

Goal 4 – Expanding Outreach

<u>Sub-Goal</u>	<u>Responsibility</u>	<u>Progress to Date</u>	<u>Status</u>
1. Expand outreach to underrepresented populations			
2. Outreach or recruitment activities	All	Philly Boat Show (3/13/2018); Wheels of Wayne (4/29/2018); American Legion	
3. How has the unit reinforced diversity training	Sheetz		

4. Sustain an inclusive organization through action			
5. Develop or strengthen relationships and enhance trust within the community		WoW, VSCs, B&D, American Legion	
6. Create a capacity for a change in organizational thinking			