



FLOTILLA 4-11, MAIN LINE

## Minutes

Monday, February 08 @1900 - 2100

ZOOM

**Uniform of the Day:** Winter Dress Blue or Trops

**FC: Don Monkhouse**

**VFC: Barb Dixon**

- a. **Call to Order and Pledge of Allegiance**-Dixon
- b. **Invocation** -*Sheetz*
  - Moment of silence in memory of John Dawson
  - Member discussion of John Dawson's wonderful life on the sea
- c. **United States Coast Guard Guardian Ethos**-Sheetz

I am America's Maritime Guardian.  
 I serve the citizens of the United States.  
 I will protect them.  
 I will defend them.  
 I will save them.  
 I am their Shield.  
 For them I am Semper Paratus.  
 I live the Coast Guard core values.  
 I am a Guardian.  
 We are the United States Coast Guard.

- d. **Introduction of Guests** -N/A
- e. **Determination of Quorum (%)** - 7/14=50%

**Members in Uniform:** Monkhouse, Ingiosi, Dixon, Ramer

**Members not in Uniform:** Sheetz, Moatz, Anderson

**Apologies:** Savage, Gingras

**Absentees:** Munroe, Lynn, Leidy, Phinney, Webster

- f. **Recognition & Pledge** – *postponed*
- g. **Adoption of Minutes** -No minutes to adopt
- h. **FC Opening Remarks** – Focus of this meeting is to set the Flotilla GOALS for 2021

Need to maintain Flotilla Calendar of Events on 4-11 Web Site  
 (Meetings, PE Classes, PA events, VE locations, Fellowship etc., etc.)  
 Photos of our events to be loaded on to our Facebook and Instagram sites  
 Watchstanders and Aids Verifiers (ATON) are urgently needed  
 Members are encouraged to request a Guest Ride on a patrol  
 to become familiar with Boat Crew and Aids Verifier experience  
 All Courses are now Virtual  
 The SO-MT will be invited to discuss  
 All members are expected to become familiar with AUXDATA II  
 FSO-MA is requested to share his inventory with other flotillas

Before this meeting, it is highly recommended that after review of the **JOB DESCRIPTION**, each **FSO** should **call or meet** with their corresponding **SO** to understand their goals and expectations of their FSO's.

i. **FSO Reports for 2021 - VFC**

**PUBLIC EDUCATION: PE – Anderson**

*SO is Peter Lacey (215) 350-0166*

Sailing Course

ABS Course

Goals for 2021 - teach four classes this year and train more instructors

**PUBLIC AFFAIRS: PA – Ramer**

*SO is vacant*

Recent Activity - none

Goals for 2021 - four outings if/when stand down is lifted

**HUMAN RESOURCES: HR – Munroe**

*SO is Jan Munroe (215) 518-9779*

Recruitment Status: Ernie Meade, Kenneth Brier

Assignment of Mentors

AUXDATA Training management Report

Goals for 2021 - absent

**SOCIAL MEDIA TECHNICIAN: - Dixon**

*SO is undetermined*

Goals for 2021 - continue to make connections and post more photos. Reach out to more areas of boating. Continue to add to our followers.

**VESSEL EXAMINATION: VE - Sheetz(Sheetz need to finish his core training before he is officially FSO)**

*SO is Thomas Kelmartin (484) 757-0478*

Goals for 2021 - return to Georgetown Yacht Basin and maybe one other Marina  
Conduct more than 40 VSC's in 2021

**MEMBER TRAINING: MT - Dixon**

*SO is Nicholas Montalto (610) 308-1235*

D-Train will be virtual this year. All members are encouraged to join March 12th to 14th.  
Goals for 2021- Encourage members to attend DTRAIN & learn AUXDATA II

**DIVERSITY: DV - Anderson**

*SO is James M. Deleon (215) 300-0585*

Recent Activity  
Goals for 2021-Add two diversity meet ups by November

**MATERIALS: MA - Moatz**

*SO is vacant*

Insignia Inventory  
Goals for 2021 - get all members the boards and ribbons they have earned

**PUBLICATIONS: PB - Ingiosi**

*SO is Peter A. Lacey (215) 350-0166*

Goals for 2021- start newsletter (twice yearly, at first)

**COMMUNICATION SERVICES: CS - Ingiosi**

*SO is Rocco Polomano (610) 656-0204*

Goals for 2021-facilitate communication between members and share Aux info  
Maintain flotilla website (add minutes; promote upcoming events/trainings as available)

**NAVIGATION SYSTEMS: NS - Vacant**

*SO is Jon E. Morrison (941) 730-6005*

**OPERATIONS: OP - Monkhouse**

*SO is Peter A. Lacey (215) 350-0166*

Goals for 2021- get atleast one new member boat crew certified and encourage watch standing and aton verification

**INFORMATION SYSTEMS: IS - Munroe**

*SO is Scott G. Graham (215) 353-0573*

Distribution of 7029 forms  
Goals for 2021- absent

**FINANCE: FN – Ingiosi**

SO is Richard M. McConnell (484) 802-2746

Bank Account Status

Goals for 2021 - collect all outstanding dues by April 2021

Develop financial report for flotilla quarterly review; provided to FC and VFC monthly or as needed (by June 2021)

**SECRETARY/RECORDS: SR- Ramer**

SO is Celia Crowley (610) 745-9625

Goals for 2021 - learn the SR duties and implement-finish meeting minutes in a week

**MARINE SAFETY & ENVIRONMENTAL PROTECTION : SPO/MS ; Savage**

SO is David J. Wesler (610) 853-1873

Goals for 2021- absent

**j. Instruction: Outside Speaker Series –postponed**

**k. FIVE MINUTE BREAK**

**l. Old Business**

**m. New Business**

Flotilla GAR evaluation – Postponed

Volunteer for Fireside Chat #1- postponed until May

**Additional Flotilla GOALS for 2021-**

*Interactive Discussion & Review of the Attached MATRIX*

**n. What Knot to do in January - Postponed**

**o. McGeehan’s Nautical Term of the Month– Munroe - absent**

**p. Guest Speaker Coming Attractions – Montalto or Fritz**

**q. Comments for the Good of the Flotilla & Auxiliary – All stay safe**

**r. Adjournment**

**s. Fellowship**

**Calendar:** Next Flotilla Meeting: 7:00 pm on **Monday, March 08, 2021**

Next Division Meeting: 7:00 pm on **Tuesday, February 16, 2021**

D-TRAIN: Virtual-March 12-14

**Flotilla E-Mail:** [flotilla053.4.11@gmail.com](mailto:flotilla053.4.11@gmail.com)

**Facebook Group:** <https://www.facebook.com/groups/276317272820354/>

**Facebook Business Page:** <https://www.facebook.com/flotilla053411/>

**Instagram:** @flotilla4\_11

**Website:** www.5NR.org :: Flotilla 4-11 – Main Line, PA

**FEMA Courses:** [http://ntc.cgaux.org/ics\\_support.php](http://ntc.cgaux.org/ics_support.php)

**Classroom:** AUXLMS

m. See attachments

**GOAL Matrix**

**(2-4)**

- Attachments:**
2. FC Goals + OP
  3. VFC Goals + SM+MT
  4. FN + PB +CS



DESCRIPTION	Annual GOAL	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept
# Minutes uploaded onto Website	Monthly	.....	.....							
# Agenda issued within 1 week of the meeting	Yes/No	.....	.....							
Minutes issued within one week		.....	.....							
# Finance Reports on time	Yes/No	.....								
# Newsletters										
# Members in uniform for meeting	100%	.....	.....							
# Training events										
# of Member attending CoW	50%	33%...								
# Members attending Boat Show booth	6									
# Members participating in DTrain x 2	6									
# PE Courses offered	5	1.....	1.....							

BHD/DCM

## FC GOALS:

- 100% completion of AUXDATA II training by all members by 5/1
- Increase the diversity of the membership by 11/15
- Ensure each meeting has a Fireside Chat and/or an occasional guest speaker by 11/15
- Encourage every member to achieve competence in at least one new area through the many courses available by 10/15.
- Identify future leaders of this Flotilla and facilitate their training by 6/15.

HONOR

RESPECT

DEVOTION TO DUTY

## FSO-OP GOALS:

- >12 hours completed patrols without mishap (DCM)
- Completion of ORM/TCT update and Operations Workshop by 6/30 (DCM)
- Completion of Night Operations training (DCM)
- Encourage members to become involved in on-water activities through guest rides for Boat Crew and /or Aids Verification as well as Watchstander missions (All)



## VFC GOALS:

- To assist with recruiting new members
- Ensure FSO's know their duties as an officer and has communication with Division Officer
- Invite input from members on what topics/areas they would like as guest speakers
- Make the flotilla meetings enjoyable and informational by 4/21
- Open communication through email and text messages
- Have fellowship get togethers more often by 11/21

## FSO-MT:

- Work with Flotilla to get AUXDATA II training for any member that needs it
- Update and work with Division Officer to get more familiar with my expected duties
- Make myself available to any member that needs help in finding what training they need for their next step in the Auxiliary by 3/21
- Work hard to pass along any information on classes being offered

- Coordinate with FSO-IS to assist in maintenance of member qualification records
- Foster an interest in enrolling and completing Auxiliary Specialty Courses

### FSO-SM:

- Encourage members to take pictures of events they attend so it can be posted
- Ask members to share any newsworthy articles they find to share on social media
- Have members participate in finding new followers for both Facebook and Instagram
- Post all classes or events coming up for Flotilla 4-11

### FSO-PB

- Start newsletter (twice yearly, at first)

### FSO-CS

- Facilitate communication between members and share Aux info
- Maintain flotilla website (add minutes; promote upcoming events/trainings as available)

### FSO-FN

- Collect all outstanding dues by April 2021
- Develop financial report for flotilla quarterly review; provided to FC and VFC monthly or as needed (by June 2021)

