**SUSNAOP Board Meeting Minutes – 26 JULY 2017, 1300-1345**

**Present:**

* CAPT (retired) Norton, Jim “Jimbo” #141 (Emeritus Member)
* CAPT (retired) Service, David “Lip” #146 (Emeritus Member)
* CDR Littel, Cory “Stuart” #240 (Historian)
* CDR Hayes, Andrew “Lurch” #295 (President)
* LCDR Baca, William “Chewie” #290 (Guest)
* LT Noakes, Nathan “Noakster” #321 (NEXUS Editor)
* LT Armas, George “Uncle” #343 (Guest)

**Absent**:

* CAPT Vitatoe, Lee “Jam” #200 (Member at Large)
* LCDR Littel, Kimberly “Pinto” #278 (Member at Large)
* LCDR Immeker, “Val” #283 (Vice President)
* LT Salassi, James “SID” #338 (Secretary/Treasurer)
* LT Alston, Tristan “Frozone” #344 (Website Manager)

**Discussion topics:**

1. Website:
	1. Frozone has uploaded a number of past journals/newsletter but not all are available on the site yet. Noakster has the entire collection and will help this effort. The website address is [www.susnaop.com](http://www.susnaop.com)
	2. Lurch provided a SUSNAOP disclaimer to Frozone which was added to the site.
2. By Laws:
	1. Lurch updated By Laws and shared with the BoG this week. New positions to the BoG was added to include the Editor, Assistant Editor, and Website Manager. The BoG agreed to add these new positions to the By Laws.
	2. Lurch asked the BoG to provide input to the updated By Laws by the end of next week.
	3. Added a cap of no more than 3 Emeritus member.
	4. Website Manager position is a two-year commitment. Lurch encouraged the BoG to look over the site and provide their feedback. The site presently features five sections (Home, NAOPs, ASTCs, NEXUS, and SHOP). The site has 68 “follow us” hits to date.
3. Elections:
	1. Val is our new Vice President.
	2. All BoG offices are filled through 2018 but most offices will turn over next year.
4. Welcome Letter for new members:
	1. Lurch authored a Welcome Letter for new members that details the Society benefits that SID will provide to future members.
5. NEXUS:
	1. Noakster asked for a “From the President” article from Lurch.
	2. Noakster will share latest rough draft with Lurch. That will then be shared with the BoG for their inputs before sharing with the Society.
	3. Lurch will ask to have an article added to the The Rudder, inviting MSC officers to view the latest NEXUS through our website.
6. 2017-2018 Goals:
	1. Improve networking opportunities among Society members. Stuart talked about the history of FAILSAFE and the networking benefits. Lurch mentioned that FAILSAFE/IMP/eNARG were all bundled into a one week meeting this year. CAPT Norton suggested moving awards from AsMA into the USNAC conference presented during the Social or a Society Luncheon.
	2. Website. Post all prior newsletters/journals to the website to provide prospects and Society members a better understanding of our day to day activities.
	3. Merchandise:
		1. Noakster provided a number of patch design concepts and will continue to share with Lurch. Together they will find an agreeable design to share with the BoG.
		2. Lurch now has a high-def copy of the Hank Caruso physiology illustration to be used in a Society table banner. Virg had a low-def copy that didn’t look clear when blown up on a banner. Hank understands we want to use it to make a table banner and T-shirts. The goal is to have merchandise for sale in time for the USNAC in Jan 2018.
7. Next meeting will be 27SEPT2017 at 1300 EST. Lurch proposed meeting the fourth Wednesday, every other month at 1300 and the BoG agreed in this frequency.  (27SEPT17, 29NOV17, \*\*\*24JAN18-likely earlier to prep for USNAC, 28MAR18, 23MAY18, 25JUL18).

**Action items:**

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| Action Item | Action Responsibility (person) |
| Add all past newsletter/journals to website | Noakster and Frozone upload all by end of SEPT |
| Website review | BoG to provide Frozone with input by 4AUG |
| Merchandise mail outs | Uncle to support SID as needed |
| By Laws | BoG to provide feedback to Lurch by 4AUG |
| Welcome Letter for new members | SID to share with any new members |
| From the President letter | Lurch to Noakster by 28July. |
| NEXUS publication | Lurch with Noakster. Will share with BoG with hope of publishing in AUG. |
| NEXUS article in The Rudder | Lurch once NEXUS is published |
| Patch, T-Shirt | Noakster to determine design of patch. Lurch to determine design of T-Shirt. Will share designs with BoG during next meeting. Goal to have a patch and t-shirt for purchase in time for USNAC. |
| Table Banner | Lurch to share design with BoG by next meeting. Goal to be ready by USNAC. |