

# UNITED STATES POWER SQUADRONS

## DISTRICT 9

# STANDARD OPERATING PROCEDURE

Title:

**PLANNING COMMITTEE**

No. **14**

Date Created: S 1991 Council

Revised: 17 Oct 2015

1. The Planning Committee shall consist of six members, each serving a three year term, staggered such that the term for two members expires each year.
2. No later than 45 days prior to the Spring Council Meeting, the District Commander, after consulting with the District Bridge, shall submit recommendations for vacant or expiring Planning Committee positions. The Secretary will publish those recommendations as a part of the Call to Council. Any member of the District Council may submit additional recommendations to the District Secretary no later than 15 days prior to the Spring Council Meeting. Recommendations may also be made from the floor at the District Council meeting by any member of the District Council. Such recommendation must be accompanied by a statement that the person submitting the recommendation has contacted the individual, and the individual has agreed to serve if appointed. Appointments to vacant or expiring positions shall be made at the Spring Council Meeting from the recommendations received. In the event that the number of recommendations is greater than the number of positions, selection of appointees may be made by ballots cast by members of the District Council.

In the event that a vacancy occurs during the District year, or if a position is not filled at the Spring Council Meeting, the District Commander may appoint an individual to fill the position until the next District Council Meeting. At that meeting, the District Council may either ratify any such appointment, or may appoint such other individual as the Council may select, to fill the remainder of the term.

3. The purpose of the committee is:
  - A. To respond to queries from the Council, Conference or D/C.
  - B. To make recommendations on its own initiative.
  - C. It shall be the objective of the Planning Committee to plan ahead and develop suggestions as to procedures and possible action to lessen or avert the impact of such

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problems as may result from our growth, our changing programs, and from the changing needs of the boating public concerning safe boating education. (SR 12)

4. The purview of the committee shall include, but not be limited to:
  - A. Proposed change for the improvement of the functioning of the District.
  - B. Resolutions for possible changes in policy or procedures.
  - C. Recommendations concerning standard operating procedures.
5. The Planning Committee chairman shall conduct Planning Committee Seminars for the squadrons each year. The objectives of these seminars are:
  - a. To aid the squadrons in establishing planning committees;
  - b. Promote the exchange of ideas.
6. The Planning Committee shall select the Chairman and Secretary for the Planning Committee. The Secretary's responsibilities shall be to take the minutes of the Planning Committee and supply copies of same to the members of the committee.

**SOP 14 HISTORY:**

CREATED : Council, S-91 REVISSED:  
Council, F-95  
REVISSED: Council, S-97  
REVISSED: 19 Sep 1998  
REVISSED: 17 Oct 2015

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