

Date: 28 MARCH 2009
To: D/C Brian Becker
From: Assistant Administrative Officer Bernard S. Karper Jr, N
Subject: Assistant District Administrative Officer Report 7 Nov 2008 to 28 March 2009

SOCIAL: Represented District Commander at
Holiday Parties:
Kingsway Sail and Power Squadron, 6 December 2008
Potomac River Sail and Power Squadron, 17 December 2008
Founders Day Celebration:
Hampton Roads Sail and Power Squadron, 1 March 2009.
Change of Watch Ceremony:
Delhigh Sail and Power Squadron, 14 March 2009
Delaware River Sail and Power Squadron, 21 MARCH, 2009
Plan to attend COW at Delsea Sail and Power Squadron, 18 April, 2009.

NATIONAL MEETINGS:

Attended National Meeting, 18 to 22 February 2009 at Hyatt Regency Hotel, Anaheim, California. Support D/C social functions and participated in D/5 Bridge meetings.
Participated in planning Spring Conference.

Presentation at Spring Conference 2009 about Administrative Department Organization. Supervision of break out sessions of Administrative Department.

COMMITTEE REPORTS:

MARK 5 ACTIVITIES:

Assigned new editor to start March 2009. Assisted new editor to implement three electronic and three printed issues of Mark 5 in year 2009. Developed advertisement fee schedule to be implemented with new Mark 5 format. Preparation of article for The Ensign about summer flag raising ceremony at Fort McHenry NM and HP.

Assisted Administrative Officer with selection and appointment of committee chairs and committee members for year 2009.

Assisted Administrative Officer with selection and planning for Sail Regatta and Fall Festival for Fall 2009.

Assisted Administrative Officer with planning program for administrative department presentation at Spring Conference.

RECOGNITION

Recommended presentation of award to Editor of Mark 5 Win Whitehurst for service to Mark 5. Supervision of Snyder Award and Publication Committee regarding Snyder Award recipient.

Respectfully Submitted

Bernard S. Karpers Jr, N
Assistant Administrative Officer, 2008-2009