



STARFLEET Admiralty Board Meeting

August 02, 2024

Official Start-time: 1230 UTC

i) ATTENDEES:

Commander, STARFLEET
Vice-Commander, STARFLEET
RC R1
RC R3
RC R4
RC R5
RC R6
RC R7
RC R8
RC R9
RC R10
RC R11
RC R12
RC R15 (Acting)
RC R17
RC R18
RC R20

Also Present:

*VRC R2
VRC R6
VRC R7
VRC R9
VRC R10
VRC R12
VRC R13
VRC R20*

CS, Chief of Staff

*Chief of Operations
Information Services Representative
Chief Financial Officer
Chief of Educational Services
Deputy Chief of Educational Services
Judge Advocate General
Director of Auxiliary Services
Deputy Director of Auxiliary Services
Auxiliary Services, Chief of Staff
Director of Accessibility*

Late Attendees:

David Nottage
Ryan Case
Mike Wilson
Jeremy Carsten
Justin Fietzek
Gene Armstrong
Mike Urvand
Bob Vosseller
Owen Swart
Ivar Bardie
Derek France
Helen Stooke
Christopher Boggs
Tom Guertin
Laurie McFarland
Cesar Ficachi
Richard Sams

*MarkAdam Miller
David Kloempken
Wayne Augustson
Ivar Bardie
Tim Barrington
Shane Landelius
Vern Gibbs
Phillip Gilfus*

Fran Booth

*Johnathan Simmons
Tony Knopes
Dave Lowery
TJ Allen
Jill Rayburn
VACANT at time of roll-call
Ryan Case
Mark Anderson
Anthony Leopard
Coleen Parker*

None



Not Present:

RC R2 – Lee Johnson

RC R13 – Lynn Harper

Information Services – Erin Poole (working VIC events)

Membership Services – Bran Stimpson

IG – Stephen Stott

Diversity – Alicia Muhammed

Heraldry – David Yee

With 14 of 16 members present, plus guests, the Chair confirmed there was a quorum/ supermajority of the Board present and opened the meeting.

ii) REVIEW AND APPROVAL OF MEETING AGENDA

Approved by unanimous acclamation.

iii) REVIEW AND APPROVAL OF MINUTES FROM LAST MEETING (Done Via Email May 18, 2024)

*Motion to approve minutes from May 18, 2024 as submitted – R17
Second Provided by R20*

*Final Vote: 13 Yea, 3 Absent (R1, R4, & R5 with R12 Vacant)
Motion Carries*

iv) OFFICER REPORTS

- a) **CS**
- General ECAB/VIC Welcome
 - IC Rules & Moderation Notification
 - Voting Rules presented – decorum reminder
- b) **Auxiliary Services**
- SFMC – interpersonal issues
 - SFSSO – awards overlap with SFMC being corrected
 - PETFLEET – doing incredible, pride of the Services
 - Medical – have had numerous spectacular programs recently
 - Corps of Engineers – seeing tons of use, almost overwhelming how much
 - Diplomatic Corps – new department head, has solid plan to grow
 - Tactical – hosting the gaming room for IC, this event is a final hurdle for them
 - Intelligence – have had issues with director, back to drawing board for them
 - Presentation on STARFLEET Sciences and recommendation to Full Auxiliary

Motion to Approve STARFLEET Sciences to Permanent Auxiliary Service – R6
2nd provided by R12

Discussion Phase on defined criteria and ensuring Auxiliary has met them

Motion to close Discussion Phase – R20, 2nd Provided by R17 – Unanimous
Acclimation

Vote Count

R1 – Aye

R3 – Aye

R4 – Aye





R5 - Aye
R6 - Aye
R7 - Aye
R8 - Aye
R9 - Aye
R10 - Aye
R11 - Aye
R12 - Aye
R17 - Aye
R18 - Aye
R20 - Aye

Motion Carries (14-0-2 with 2 Absent & R15 unable to vote)

Membership Handbook Section 11 to be updated with new Permanent Auxiliary

c) Diversity

2 candidates for the Deputy Director of Diversity position. Interview schedule pending.

On Facebook, Celebrated Disability Pride Month and French Heritage Month. Adjusting the themes of the Diversity Facebook group to focus on Star Trek Diversity as it relates to the Big 8 identities. Having a consistent focus with posting that is inclusive for all the members is the goal. Everyone can understand Trek diversity; in turn, everyone can understand STARFLEET and the real world diversity from that perspective.

Any member in good standing beyond 90 days to renewal can join the Diversity Facebook Group.

The Scottish Heritage Month 2025 committee was formed to plan the month-long activities and Celtic Heritage Weekend in April. There are four committee members planning this month.

In Progress:

Working on getting the committee together for the 2025 "Turn the Fleet Pink" during Pride Month.

Working on a fleet diversity survey to distribute this summer.

Working on developing diversity liaison position descriptions.

Working on certificates for fleet members to earn via SFA coursework.

d) Accessibility

Working on a Guide to Memory Challenged members

Working with Auxiliaries to make their new manuals accessible

e) Perks

New Liaison - George Bullukian in Region 2

New Perk - Black Seas Props

Working with MGM Grand and others for new perks soon

Trying to get approval for a perk with "The Mad Klingon"

f) Heraldry

[Report given by CS]

Currently working with Ops to ensure new heraldry guidelines are followed and have put together standard verbiage for the rules going forward.





g) JAG

[Outgoing JAG]: General thank-you to the FLEET for his position
Recommendation to AB for incoming prospective-JAG

Presentation of Mike Watkins as new JAG

Motion to Approve Mike Watkins as STARFLEET Judge Advocate General – R4
2nd provided by R18

Discussion Phase on defined criteria and resume'

Motion to close Discussion Phase – R20, 2nd Provided by R3 – Unanimous
Acclimation

Vote Count

R1 – Aye

R3 – Aye

R4 – Aye

R5 – Aye

R6 – Aye

R7 – Aye

R8 – Aye

R9 – Aye

R10 – Aye

R11 – Aye

R12 – Aye

R17 – Aye

R18 – Aye

R20 – Aye

Motion Carries (14-0-2 with 2 Absent & R15 unable to vote)

New JAG gives short thank-you and promises to fulfill all the duties of the role to
the best of his ability

h) IG

[Presented by CS]

Recent Regional Coordinator Elections:

Region 12 – MG Chris Boggs is the RC Elect and took office August 1, 2024

Region 15 – Recent VOC relieved incumbent RC. Nomination Phase began August
1, 2024

IG Investigation #2407-29006 is underway with an AIG assigned.

Revising IG handbook to reflect changes in the MHB.

Reminder that the IG webpage is up where members can get a copy of the IG
Operations Manual.

i) CFO

\$170847.94 in all accounts, as total – including SFI, SFMC, and scholarships


Scholarships chosen this weekend for VIC, to be announced

Year to year – 26% increase with reserves stable

Submitting latest Fiscal Year for 990 completion post-IC

j) MemServ

No Report with no representative present

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- k) **InfoServ** Fleet Memorial has been updated and is being actively maintained again
Events Calendar staying updated – special thanks to the crew maintaining
New Database development on front-end for authentication system
Profile functionality has been added and will be debuted at IC
Staff currently working the VIC
“Region 90” issues being consistently worked on – speak to your members to correct
Only 2 open InfoServ helpdesk tickets at this time
Region/Chapter website hosting has been a success – R3 specifically thanks for this
- l) **EdServ** Since Jan 1st – 8750 classes have been taken by 800 different members
SFMCA has been closed and absorbed into Marine Training Center within Academy
125 students have taken 900 courses within the MTC
Colleges have been rebranded to Institutes
“Rule of 10s” – only 10 tests by an individual out at one time
- m) **Comms** CQ came out on July 1, 2024 to 4048 emails, 3988 successfully with 60 bounces
Bounces have been sent to MemServ
50% opened with click through – exceptional growth over the last year
Purchasing SurveyMonkey to run polls within next CQs and include multilingual
2 new staff have joined as assistant editors for regional news
2 past CQs were edited for potential copyright issues
PR Director came on in April and is paying dividends
Shore Leave ad ran 2 weeks ago, preparing to see DragonCon ad along with Trek-Tour
- n) **Ops** 5164 members, 207 ships in STARFLEET
AB had 100% reporting last month – stellar work!
4 chapters are currently in Stand-by Status with 3 in Dry-Dock Status
- o) **VCS** As host of the IC, welcome – this has been some of the best/work I’ve done in SFI
No CSR this month – the minutes from ECAB will provide substantial reporting
- o) **CS** Travels to other countries’ Trek fan clubs has been informational and productive
A lot of positive outlook across the organization

v) COMMITTEE REPORTS

- a) Disciplinary Board – (R17) R12 leaving the org left the committee in a bit of a lurch, however, 1 case was handled with none currently to the Committee at this time.
- b) International Conference – No current 2025 bids are in hand.
Separating out IC & VIC is a must
VCS is to create IC Committee for updating Bid Documents
R15 and InfoServ agree to join Committee



vi) SPECIAL ORDERS

Branding and IP Updates Discussion led by the CS

In order to ensure that we are as compliant as we can be with CBS Paramount with regards to copyright and trademarks, a formal set of guidelines will be published soon in the new versions of the SFI style guide, the membership handbook, and the SHOC Manual.

But essentially the guidelines are as follows:

- If something is front-facing (i.e., viewable by the public and Paramount) and “looks and smells like” Star Trek, then we should be cautious with using it in our organization’s heraldry and iconography.
- Recognizable Starships images including easily recognized silhouettes are not to be used (if a starship image is suitably transformed into an artistic interpretation this may be considered, this will be assessed on a case-by-case basis). Certainly, the use of existing images off the internet must be avoided.
- The Star Trek Delta must be used with caution and its use still poses a risk; the advice is as follows: trademarked delta shapes should not be used. Attempts should be made to make a delta at least different from the official trademarked deltas style wise (e.g., different color/shading other than the traditional yellow/gold, different insert icon, slightly different shape, glowing outline, etc.)
- No recognizable commbadges from uniforms
- SFI logo with curved fan association works as per the Graphics Repository is the only SFI logo to be used (must include the exact wording in its entirety and be curved)
- Any reference to STARFLEET as an organization must include the TISTFA text.
- These guidelines are especially important if chapter heraldry is included on items such as stationery, promotional materials or items sold by the chapter. (Please Note: Any heraldry created by a chapter is recognized as that ship’s intellectual property. If any concerns or issues arise with the franchise owners regarding this heraldry, please be aware that these matters will be the ship’s responsibility to address. STARFLEET cannot assume liability for any disputes or legal challenges that may result from non-compliance with the established guidelines.)

Special EC Voting Session

Members of the Admiralty Board are requested to step away for a few short moments. In the interest of time, a few promotions must be voted on by the attending EC members for those presented at the IC. Each are unanimous and the AB is brought back in.

AB Executive Session

Motion to enter Executive Session – R4

2nd provided by Region 20 – Unanimous Acclimation

AB enters Executive Session at 1603 UTC

Motion to Close Executive Session – R20

2nd provided by R6 – Unanimous Acclimation

AB leaves Executive Session at 1649 UTC

State of the Regions AB Executive Session

Each Region gives a short statement on the status of their Region and any thoughts on the organization as it currently stands.





vii) ANNOUNCEMENTS

Next EC Meeting – September 21, 2024 at 1800 UTC

Next AB Meeting – November 16, 2024 at 2100 UTC

ix) ADJOURNMENT – 2119 UTC

Motion to adjourn meeting of Admiralty Board – R20

Second provided by R6

Motion approved by unanimous acclamation

Respectfully Submitted,

VADM Ryan Case, VCS

