

Possible Merit Mark Service Scenarios

A section titled "Valuable Service Performed" is for any and all other services performed. Examples might be something like these.

- 1) Office held - a brief description of actual work done by the officer (the job title is not sufficient). Actual work may include preparation of reports, budgets, training sessions, et cetera.
- 2) Committee chair - number of meetings chaired, results of meetings, results of activity and reports given.
- 3) Activity chair - number of meetings held, results of meetings, results of activity and reports given.
- 4) Committee member - how many committee meetings attended, work performed on activities. Some activities: cooperative charting, rendezvous, cruises, predicted log contests, change-of-watch dinner, founders' day dinner, auction and Safe Boating Week. During the Covid pandemic, many virtual meetings may be encountered. These count during this period but should include the details as listed above including the times of the meeting/conference. Please note that ten vessel safety checks either face-to-face or virtual qualify a person for a merit mark.
- 5) Executive committee meetings - number of meetings attended as an officer or member-at-large, contributions to meeting and reports given. Again, the time involved even if a virtual meeting should be included.
- 6) Regular meetings - credit for officers' attendance and for any other members who have been requested by the commander to participate in some phase of the business meeting. No credit for general members; this is a privilege of membership. Virtual meetings count if time is included.
- 7) District meetings - credit for members only if attending as a delegate or presenting in a workshop or seminar or exhibiting a teaching aid. Again, virtual meetings count.
- 8) There was only one national meeting this calendar year, the Annual Meeting in Ponte Vedra. Credit for members only if attending as a member of the Governing Board, as a proxy for the commander, as a squadron delegate or by participating in an activity such as exhibiting a teaching aid. Include travel time and number of meetings, conferences led even if virtual.
- 9) Participation in civic service activities, particularly as regards Covid-19, to include but not limited to cheering local first responders, sewing masks, making cards, preparing meals, et cetera.

Submitting the Recommendation:

After the Merit Marks are entered and verified at the squadrons, committee, and/or department level, they are submitted using the appropriate button.

The Area Monitor will review the recommendations to see if they meet the "substantial personal effort" requirement. If the Area Monitor does not believe that the requirement is met, the member's submission will not be recommended (the recommended box is not checked.)

When the Area Monitor has completed his review, his recommendations are forwarded electronically to the Chief Commander and Headquarters. The results of the Area Monitor's review and the reasons for deleting any are sent back to the commander.

The Chief Commander may reverse or change any of the recommendations since she is the one giving the award.

The commander may and should resubmit any previous submissions not recommended by the Area Monitor giving the additional information requested by the Area Monitor. If the Area Monitor still does not recommend a submission for a member, the commander may go directly to the Chief Commander.

After approval by the Chief Commander, Headquarters enters the Merit Mark in the member's records and prepares a certificate which is posted on-line for the member to download.