

**STANDING RULES  
OF THE  
EIGHTH COAST GUARD DISTRICT AUXILIARY COASTAL REGION**

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## **ARTICLE I**

### **PURPOSE**

- 1.1 These rules govern the conduct of affairs of the District Board, which are not specifically contained in the current Auxiliary Manual, COMDINST M16790.1 (series), other Commandant policy and instructions issued by the Commander, Eighth Coast Guard District.

## **ARTICLE II**

### **LIMITATIONS OF STANDING RULES**

- 2.1 Any provisions contained in these Standing Rules in conflict with the Auxiliary Manual and all amendments thereto, other Commandant policy, instructions issued by Commander, Eighth Coast Guard District and the Standing Rules of the National Board of the Coast Guard Auxiliary will be null and void, or where applicable be deemed to be amended to conform thereto.
- 2.2 Any provisions of the Standing Rules of any Division or Flotilla of the Eighth Coast Guard District Auxiliary Coastal Region in conflict with these rules will be null and void, or where applicable, deemed to be amended to conform thereto.

## **ARTICLE III**

### **FISCAL POLICY**

- 3.1 The Board, with the consent of the Director of Auxiliary, develops a fiscal policy and makes appropriate adjustments to it as may be necessary. That policy is set forth in Annex "C" of these Standing Rules.
  
- 3.2 In establishing this fiscal policy and the guidelines for the expenditure of funds of the Board, the Board recognizes that it is impossible to state specific criteria for each situation that may arise; therefore, in the event of a difference of opinion between the District Staff Officer for Finance (DSO-FN) and person who is authorized to expend funds of the District, the Fiscal Committee will make the final determination as to the proper expenditure. In the event that any member of the committee is involved in the expenditure, that member will not participate with the other members in the determination, other than to present arguments in his or her behalf. In the event the majority of the committee is personally involved in the expenditure of the funds, the matter will be presented to the Board for resolution.

## ARTICLE IV

### MEETINGS

- 4.1 Subject to the approval of the Director of Auxiliary there will be a Winter, Summer and Fall meeting each year. The Winter and Fall meetings are for Board and Staff; the Summer is an EXCOM meeting, which may include the Board and Staff at the discretion of the District Commodore (may be referred to herein after as "Commodore"). Other meetings may be authorized by the Director of Auxiliary.
- 4.2 Special called meetings may be conducted on the date, at the time and in the manner as determined by the District Commodore, with the approval of the Director.
- 4.3 The purpose the Winter meeting is to create enthusiasm among Auxiliarists for all phases of the Auxiliary programs. The agenda for the meeting includes:
  - A. The annual and regular business meeting of the District Board.
  - B. Written and oral reports from each Division Captain concerning the Division's progress toward furthering the Auxiliary programs and attaining the Division's goals for the current year.
  - C. The presentation of District and Division programs for the ensuing year.
  - D. The annual Division Captain training.
  - E. The annual Instructor Aids Contest.
  - F. All matters properly brought before the Board.
- 4.4 The Summer meeting agenda will include:
  - A. Meeting of the Awards Board.
  - B. Written reports from each Division Captain.
  - C. Year to date evaluation of annual goals.
- 4.5 The Fall meeting agenda will include:
  - A. Election of officers whose terms expire on 31 December of the current year.

- 4.5 B. Written and oral reports from each Division Captain concerning Division progress toward furthering the Auxiliary programs and attaining Division goals for the current year.
- C. The dates and places of the Summer and Fall meetings for the following Year and the Winter meeting of the next succeeding year.
- 4.6 The District Commodore mails the agenda for each meeting of the District Board at least ten (10) days prior to the date of the meeting to each Board member.
- 4.7 Unless otherwise provided in the Auxiliary Manual or these Standing Rules, all business of the District Board is conducted in accordance with *Robert's Rules of Order, Revised*.
- 4.8 The District Commodore and those who are assigned specific responsibilities make all arrangements for the meetings of the District Board. The host Division Captain and assigned designees assist in the arrangements of the meeting. All arrangements are subject to the approval of the Director. No expenditures may be made without the prior approval of the Commodore.

## ARTICLE V

### VOTING

- 5.1 Voting on all matters before the Board is by voice vote, show of hands or written ballot unless otherwise required by the Auxiliary Manual, these Standing Rules or *Robert's Rules of Order, Revised*. In the event of conflict, they will prevail in the order named.
- 5.2 Fifty-one percent (51%) of the Board constitutes a quorum for the transaction of business and the action of a fifty-one percent (51%) majority of those present and voting at a meeting at which a quorum is present is the act of the Board unless a greater percentage for a specific action is required by the Auxiliary Manual, these Standing Rules or *Robert's Rules of Order, Revised*. A blank ballot will not be considered to be a vote and will not be counted in the determination of a majority.
- 5.3 No proxy voting is permitted.
- 5.4 Matters requiring action of the Board:
- A. Matters requiring action of the Board, at times other than at a regular meeting, may be considered at special meetings or, if impractical to do so, by letter, telephone or by electronic means.
  - B. If the Commodore submits the matter by mail, he will set a time limit for the response of no less than ten (10) days from the date the matter is deposited in the mail. The time limit date for response is to be stated in the material being sent to the Board. If a member of the Board fails to respond within the time limit period, and a vote is solicited, the member will be recorded as having abstained.
  - C. If the Commodore submits the matter by telephone, he may conduct a conference call with each member of the Board participating or with individual members. If individual members are contacted, any member of the Board may request that the matter be reconsidered at the next regularly scheduled meeting.
  - D. At the next regularly scheduled meeting, the Commodore will state for the record the subject matter of the item submitted, the manner by which it was presented and the result of any vote taken, along with the names of the members voting. The action is recorded in the minutes of the meeting.
- 5.5 Any Division Captain whose vote has been removed by the provisions of Article XVIII, 18.7, will not have a vote at the District Board Meeting until the provisions of the said Article are satisfied.

## ARTICLE VI

### ELECTION OF DISTRICT OFFICERS

- 6.1 Candidates for District offices may be nominated by petition(s) from two(2) or more voting members of the Board, provided such petition is mailed to the District Commodore at least sixty (60) days prior to the first day of the Fall meeting of the Board. Petition letters certify that the candidate is willing to serve if elected and meets all of the eligibility requirements. The Commodore, not later than ten (10) days after the due date, notifies in writing each voting member of the Board of the names of those so nominated.
- 6.2 If a quorum is present and two-thirds of the voting members vote to open the floor to additional nominations, the person chairing the meeting calls for additional nominations from the floor for those offices specified in the statement of purposes in the motion to set aside the rules for the purpose of offering additional nominations from the floor. Any person so nominated must be present and assent to the nomination. The presiding Chairperson ascertains from the Director if the person so nominated is eligible for election to the office to which the person has been nominated. The names of those so nominated and certified are added to the list of those otherwise nominated for the office(s) to be voted upon.
- 6.3 Elections are conducted by separate written ballot unless there is only one nominee, in which case a voice vote or show of hands may be taken.
- 6.4 The Chairperson, not eligible for the office being voted upon, conducts elections.
- 6.5 Ballots are collected and counted by three tallypersons who are Auxiliaries present but not eligible for election to any office on the Board and who are not incumbent members of the Board. The Chairperson appoints the tallypersons unless a member of the Board makes objection at the time of appointment. If objection is made, the Chairperson appoints another tallyperson, to whom no objection is made.
- 6.6 If more than two (2) candidates are nominated for any one office, and no candidate receives a majority of votes on the first ballot, the candidate receiving the least number of votes is dropped out of the voting on the second ballot. If there is a tie for low votes on the first ballot, the second ballot is a run-off between the candidates tied for low. The candidates receiving the highest number of votes in the run-off are again balloted on the third ballot, along with those other candidates who received the higher number of votes on the first ballot. Elimination of the low vote candidate continues on the third and subsequent ballots until one candidate receives a majority, or until only two candidates are left, at which time the winning candidate must receive a majority vote.

- 6.7 After counting, the ballots are presented to the Chairperson in a sealed envelope indicating the name of the person elected or name of the person to be dropped on the front of the envelope, certified by the tallypersons. The Chairperson announces the results of the election. The Chairperson then requests a motion be made for the tallypersons to destroy the ballots. Under no circumstances are number of votes received by any candidate to be announced.
- 6.8 Candidates for the position of Rear Commodore must be members of a Flotilla and a Division in the area they wish to represent and must remain as members of a Flotilla and Division in the area during their term of office. Should an incumbent Rear Commodore transfer to a Flotilla outside the area, the office will be declared vacant and an interim election will be held in accordance with the Auxiliary Manual.

## **ARTICLE VII**

### **DUTIES OF DISTRICT ELECTED OFFICERS**

- 7.1 The Commodore, in addition to the duties set forth in the Auxiliary Manual, has the following duties:
- A. In addition to the basic responsibility of the overall supervision of all District Auxiliary programs, the Commodore has specific responsibility for the direct supervision of all matters relating to administration, including those staff officers whose duties relate to administration.
  - B. Prior to the Winter meeting of the Board, the Commodore appoints such staff officers as may be desired and appoints the members of the committees set forth in these rules.
  - C. Prior to the Winter meeting of the Board, the Commodore, with the approval of the Director, prepares an Annual District Program which will include, among other matters, specific goals for the Silver Oar Awards in accordance with the formula in Annex "A-1".
  - D. The Commodore prepares an agenda for each Board meeting sufficiently in advance to permit adequate time for distribution.
  - E. The Commodore prepares and distributes memoranda from time to time to keep the Board and Staff informed of matters of current importance on the District level.
  - F. The Commodore is an ex-officio voting member of each District Committee except the Fiscal Committee.
  - G. The Commodore presides over all meetings, except when the meeting is conducted by the District Commander or representative.
  - H. The Commodore submits the budget recommended by the Executive Committee for the ensuing year to the Board at least ten (10) days Prior to the Fall meeting. Approval of the budget by a majority of the Board constitutes approval for the expenditure of the sums set out in the budget for the purposes stated.

- 7.1 I. The Commodore is allotted a discretionary fund in the budget for expenditures on behalf of the Eighth Coast Guard District Auxiliary Coastal Region. These expenditures may not exceed the budgeted amount without the approval of the Board and are to be expended in the best interests of the Eighth Coast Guard District Auxiliary Coastal Region.
- J. The Commodore appoints a Custodian of Properties who will receive, distribute and account for all physical properties, and act and account for these properties. The Custodian is normally the District Staff Officer – Materials.
- 7.2. The Vice Commodore, in addition to duties set forth in the Auxiliary Manual, has the following duties:
- A. If the Commodore is unable to act for any reason, the Vice Commodore acts in his place.
- B. The Vice Commodore, as directed by the Commodore, has responsibility for the performance of the District Staff.
- C. The Vice Commodore has such duties as may be assigned in the District Program and by the Commodore.
- D. The Vice Commodore serves as an ex-officio voting member of each Committee.
- E. The Vice Commodore serves as Chairperson of the Awards Board and the Awards Committee.
- F. The Vice Commodore has the responsibility of compiling all data necessary to permit determination of recipients of awards and forwarding the data to the members of the Awards Committee prior to the Winter meeting of the Board.
- G. The Vice Commodore procures all District awards and certificates.
- H. The Vice Commodore accounts to the Commodore for all monies expended on the awards program.

- 7.3 Each Rear Commodore, in addition to the duties set forth in the Auxiliary Manual, has the following duties:
- A. Each Rear Commodore maintains close liaison with the Division Captains in his respective area and keeps the Commodore and Vice Commodore apprised of the progress of the Auxiliary programs in the area as requested.
  - B. Each Rear Commodore encourages and supports the Auxiliary and District programs in his area.
  - C. Each Rear Commodore is responsible for the Captains' Report Program in his area.
  - D. Each Rear Commodore serves as a member of the Awards Board.
  - E. Each Rear Commodore has such duties as may be assigned in the District Program and by the Commodore in writing.
- 7.4 The Immediate Past District Commodore has the following duties:
- A. The Immediate Past Commodore assists the Commodore in such areas of administration and has such duties as may be assigned from time to time by the Commodore.
  - B. The Immediate Past Commodore monitors the District progress toward attainment of its District and National goals and advises the Commodore of its progress.
  - C. The Immediate Past Commodore serves as a member of the Awards Board.
- 7.5 The Vice and Rear Commodores keep the Commodore apprised of their Auxiliary activities by written memorandum on a frequent basis and make requests for travel to attend Division meetings to the Commodore.

## ARTICLE VII

### DISTRICT STAFF OFFICERS

- 8.1 The District Staff and Assistant Staff Officers, except as set forth below, serve at the pleasure of the Commodore. The officers appointed by the Commodore are those authorized by the Auxiliary Manual.
- 8.2 In addition to the duties set forth in the Auxiliary Manual, each Staff Officer and Assistant Staff Officer has the following duties:
- A. Each Staff Officer and Assistant Staff Officer has such duties as may be set forth in the District Program.
  - B. Each Staff Officer and Assistant Staff Officer in addition to the duties necessary to the performance of their respective staff positions will also constantly seek ways to increase their effectiveness and to provide materials and assistance to their Division counterparts as necessary.
  - C. Each Staff Officer and Assistant Staff Officer submits articles to the Editor of *Behind the Eighth* to keep Auxiliarists of the District informed of matters relating to the relative staff positions.
  - D. Each Staff Officer and Assistant Staff Officer plans and executes forums, seminars, panel discussions and workshops at Board meetings and elsewhere with the prior consent of and as requested by the Commodore.
- 8.3 The District Staff Officer – Secretary/Records (DSO-SR)
- A. The District Staff Officer-Secretary/Records (DSO-SR) attends all meetings of the Board and is responsible for recording all votes and all proceedings of the Board. The DSO-SR prepares the minutes in summary form and distributes them to all members of the Board, all appointed officers and the Director of Auxiliary within forty-five (45) days after the close of each meeting. The DSO-SR performs similar duties for each of the Committees when so directed by the Commodore.
  - B. The DSO-SR gives notice of all meetings of the Board and performs such other duties as may be prescribed by the Board or the Commodore.
  - C. The DSO-SR prepares for the signature of the Commodore all recommendations passed by the Board with fifteen (15) days following the close of each meeting.
  - D. The DSO-SR operates under the supervision of the Commodore.

#### 8.4 The District Staff Officer-Finance (DSO-FN)

- A. The District Staff Officer-Finance (DSO-FN) has custody of the District funds, securities and keeps full and accurate accounts of receipts and disbursements and deposits all monies and other valuable effects, including stocks, bonds, securities and other similar valuable financial documents in the name and to the credit of the District in a federally insured bank. Banking accounts and safe deposit boxes of the District are to be entitled “Eighth Coast Guard District Auxiliary Coastal Region, United State Coast Guard Auxiliary” (USCG AUX D8CR). The signature of the Commodore, Vice Commodore or the DSO-FN is required for access and the signatures are maintained at the bank.
- B. The DSO-FN disburses the funds of the District as ordered by the Commodore within the guidelines of the approved budget and within the parameters set forth in Article 3.1. All payments are made by check within thirty (30) days after receipt of an approved invoice or claim.
- C. The DSO-FN keeps all financial records and provides the Commodore, the Board and the Director of Auxiliary a full accounting when requested, and a balance sheet at each Board meeting and upon relief of office. The DSO-FN provides to the Fiscal Committee a budget update three (3) times per year and additional finance information as may be requested.
- D. The DSO-FN assists the Executive Committee in the creation and preparation of the annual budget in accordance with Article 7.1 and final budget to be presented to the Commodore no later than 15 August.
- E. The DSO-FN prepares the financial books and records of the District for review by the Fiscal Committee prior to the beginning of the first meeting of the Board each year.
- F. The DSO-FN purchases, at the direction of the Board, United States Savings Bonds, or other bonds, stocks, debentures or securities or other authorized investments in the name of the “Eighth Coast Guard District Auxiliary Coastal Region, United States Coast Guard Auxiliary”.
- G. The DSO-FN bills each Flotilla for District and National dues prior to 31 January each year per Article 18.3
- H. The DSO-FN serves as an advisor to the Fiscal Committee.
- I. The appointment of the DSO-FN may, with the approval of the Director of Auxiliary and a majority of the Board, be revoked by the Commodore.

- 8.5 The District Staff Officer - Legal/Parliamentarian (DSO-LP) has custody of all documents and instruments, including original copies of the Standing Rules of the Eighth Coast Guard District Auxiliary Coastal Region and all insurance policies. These and all documents maintained by the DSO-LP are kept in a safe deposit box in a national bank designated by the Commodore. The signature of the Commodore or the DSO-LP is required for entrance to the box.

**ARTICLE IX**  
**COMMITTEES**

- 9.1 Awards Committee
- A. The Awards Committee consists of the Vice Commodore as Chairman, and a minimum of two (2) persons appointed by the Vice Commodore and approved by the Commodore.
  - B. The Awards Committee reviews all data regarding awards forwarded to it by the Vice Commodore and forwards its recommendations in writing to the Awards Board by the Winter meeting of the Awards Board.
  - C. The Awards Committee annually reviews the Awards Program for effectiveness and makes recommendations for improvements, if needed, to the Awards Board. The Awards Board makes recommendations, if deemed appropriate, to the Board.
- 9.2 The Awards Board consists of the District Executive Committee.
- 9.3 Executive Committee
- A. The Executive Committee consists of the Commodore, the Vice Commodore, the Rear Commodores, the Immediate Past Commodore and the Director of Auxiliary.
  - B. The Executive Committee meets from time to time at the call of the Commodore and during the course of each District meeting to discuss the overall programs of the District Auxiliary and to formulate and make recommendations to the Board which will further the District's goals.
  - C. Meetings of the Executive Committee held other than in conjunction with District meetings are subject to the approval of the Director.
- 9.4 The Fiscal Committee is composed of one of the Rear Commodores who will be the Chairperson and two (2) or more Division Captains. They are appointed by the Commodore and their duties are:
- A. To review the financial books and records of the District, the Custodian of Property and the District Material Center for the preceding calendar year and to submit a written report to the Board.

- 9.4 B. To oversee the financial policies of the DSO-FN and the District Material Center to assure proper controls and money management which will include obtaining an inventory of the Material Center at the end of the year.
- C. All actions of the Fiscal Committee will be in writing with copies to the Board and the DSO-FN.
- 9.5 Ad hoc and other special committees are appointed at the discretion of the Commodore. In appointing such committees, the Commodore specifically sets forth in writing their purposes and duties.
- 9.6 All Committee members, except the Executive Committee, serve at the pleasure of the Commodore. The Commodore may revoke the appointment of a committee member at any time should that committee member fail to perform his or her duties as set forth in the Standing Rules or in the written instrument creating the committee and in the minutes of the meeting in which the committee was created.

## **ARTICLE X**

### **PAST CAPTAINS ASSOCIATION**

- 10.1 The representative of the Past Captains' Association is selected as described in the approved Standing Rules of the Past Captains' Association.
- 10.2 The Association's President is a member of the Board and may submit agenda items or recommendations on behalf of the Association. The President may make motions, or second any motion made by another Board member, discuss any motion and vote on all matters brought before the Board.
- 10.3 The duties of the Association are:
- A. The Association makes recommendations to the Board concerning Auxiliary activities.
  - B. The Association considers Auxiliary matters referred to it by the Executive Committee and/or the Board.
  - C. The Association acts as a continuing study committee for the Public Education and Vessel Safety Check programs.
  - D. The Association encourages and advises Division Captains to be the host for Board meetings.
  - E. The Association reviews allegations made against individual Auxiliarists which may be referred to it by the Commodore or the Director, and investigates damage claims for the Coast Guard where it is impractical to use Coast Guard personnel. The President, with the approval of the Commodore, appoints a chairperson and two (2) members to investigate each matter brought before it and makes a written report to the Director within fifteen (15) days following the completion of the investigation.

## **ARTICLE XI**

### **RELIEF OF OFFICERS**

- 11.1 It is the duty of each officer, elected and appointed staff, to deliver to the person succeeding that office all appropriate materials, supplies and files, and to assist in effecting an orderly transfer of the functions of the office on or before the date of the term of office begins.

## **ARTICLE XII**

### **DIVISION CAPTAINS' REPORT PROGRAM**

- 12.1 Each Division Captain will promptly forward to the Director of Auxiliary the Unit Meeting Report of the Division with a copy to the Commodore and the cognizant Rear Commodore.

## ARTICLE XIII

### RECOMMENDATIONS AND AMENDMENTS

- 13.1 All matters to be considered and voted upon by the Board will be submitted in writing by a voting member of the Board to the Vice Commodore at least thirty (30) days prior to the date of the meeting at which they are to be considered. This requirement may be suspended by the affirmative vote of two-thirds (2/3) of the Board present and voting, provided a quorum is present. Recommendations and Amendments received by the Vice Commodore are forwarded to the Board at least ten (10) days prior to the meeting, unless this requirement is waived.
- 13.2 All matters which require action by the National Board will be submitted to the Board and, if approved, submitted by the Commodore to the National Board at the next scheduled National Board Meeting.
- 13.3 Amendments to these Standing Rules, which affect their intent, require a two-thirds (2/3) vote of the members of the Board present and voting, provided a quorum is present. A majority vote is required to approve recommendations. All votes, unless otherwise required by these Rules, may be by voice, hand or written ballot. Punctuation, spelling and changes which do not affect the meaning or intent of these Rules do not require a vote of the Board and may be made by submission at any time to the Vice Commodore, who will notify the Board of the change(s), and incorporate them in the next printing of the revised Rules. The Vice Commodore will consult with the Commodore and the District Staff Officer-Legal/Parliamentarian, as to which recommendations require a vote and which do not. If there is any question as to the need for a vote, the DSO-LP will consult with the Department Chief, Legal. If the question continues, the matter will be brought before the Board for its consideration.

## **ARTICLE XIV**

### **DISTRICT AWARDS**

- 14.1 The District Awards and the methods of determining the units and persons to whom the awards are to be presented are set forth in Annexes “A” and “A-1”.
- 14.2 Recommendations
- A. All recommendations for those awards which are not “District Awards” as referenced in Paragraph 14.1 are to be submitted in writing to the Vice Commodore as soon as possible.
  - B. The Vice Commodore logs in recommendations as they are received and forwards copies to the Awards Committee, who reviews them, requesting additional information if deemed necessary.
  - C. Recommendations from the Awards Committee to either approve, disapprove or table are forwarded via mail, e-mail or fax to the Awards Board for action. The Awards Board may vote to hold the recommendation for discussion at the next called meeting, request additional information, approve, disapprove or take other action as deemed appropriate. The majority rules and all decisions are final.
  - D. The Vice Commodore will send information of the results to the person who makes the recommendation, appropriate Division Captain and the Group/Call Out Authority.
  - E. If approved by all required authorities, the Director of Auxiliary will prepare the award for presentation at the next appropriate meeting. It is recommended that the presentation be made at the next District Conference, but at least a Division meeting, if at all possible. The Division Captain will make every effort to insure an appropriate officer makes the presentation in a proper manner.
- 14.3 The Awards Board consists of the Commodore, Vice Commodore, Rear Commodores, Immediate Past Commodore and the Director. The Awards Board reviews and votes upon the action to be taken on all submissions for awards as appropriate. It is the responsibility of the Awards Board to request from the normal submitting authority reasons why an apparently outstanding individual, Flotilla or Division has not been nominated for an award that they would appear to deserve.

## ARTICLE XV

### DISTRICT PUBLICATIONS

- 15.1 The name of the publication of the Eighth Coast Guard Auxiliary Coastal Region is *Behind the Eighth*.
- 15.2 The District Staff Officer – Publications is the Editor of the District Publication and is assisted by Division and Flotilla Staff Officers-Publications and a District Publications Committee, if required.
- A. Publication dates and deadlines for submission of materials to *Behind the Eighth* are as follows:
1. Publications dates are no later than forty-five (45) days following the closing of each meeting.
  2. Deadlines are fifteen (15) days after the close of each meeting.
- B. The number of copies printed of any one issue is that number needed to distribute to all members of record at the publication date, plus any other individuals or entities whom the Commodore desires to receive copies.
- 15.3 The budget for printing is that amount set forth in the annual District budget.
- 15.4 The *Behind the Eighth* is normally an 8 ½” x 11” self-cover magazine. The Editor may make any changes in the format with the approval of the Executive Committee. The number of pages and pictures for any issue is determined by the Editor, provided the cost is within the budget.
- 15.5 The choice of printer or use of electronic transfer of publication is at the discretion of the Editor with the approval of the Commodore. The Editor will consider such items as convenience, cost and quality of work and ability to perform according to requirements.
- 15.6 The Director will be requested to assist in the distribution to all members of record at the time of printing.
- A. The Director is authorized to distribute copies to the following in order of priority.
1. District Commander
  2. The Chief Director and each Director

- 15.6 A. 3. Coast Guard Units
4. Selected Coast Guard officers within the District
5. Each new member
6. Magazines and newspapers
7. Former Directors and others who have requested to be on the mailing list, subject to the approval of the Board
8. Each District Commodore

15.7 The *Behind the Eighth* will not contain any advertising or commercial material.

15.8 Content and approval

- A. The first issue of each year of *Behind the Eighth* must be approved for subject format and content by the Director prior to publication. Submission of this issue must be made in sufficient time prior to the publication deadline to permit approval or disapproval.
- B. It is the policy of the Auxiliary that the material contained in the publication is of a nature that promotes the authorized activities, objectives, policies and programs of the Auxiliary. Frivolous and unrelated 'material' is not to be included.

15.9 Articles for publication

- A. All articles submitted for publication from the membership are considered as original articles unless otherwise indicated, and the member's name will appear under title as having written the article.
- B. Any person submitting an article for publication is responsible for obtaining permission to quote material from other publications and/or will credit such sources requiring same and assure that no copyright laws are violated.
- C. When the Editor copies any article or other material from another publication, he will obtain permission to do so if required and will give credit to all publications from which material is copied, in whole or part.

#### 15.10 Duties of the Editor

- A. To comply with this Article.
- B. To gather, write and edit material for publication.
- C. To meet publication dates
- D. To work closely with Division and Flotilla Staff Officers – Publications, assisting them as needed in improving their publications.
- E. To decide upon the layout for each issue.
- F. To keep within the budget.
- G. To comply with the Auxiliary Manual.
- H. To formulate and have published, detailed information in order to publish *Behind the Eighth* as efficiently as possible.
- I. To have full coverage, including photos, of each meeting in the next issue.
- J. To choose a printer.
- K. To obtain results of all awards for inclusion in *Behind the Eighth*.
- L. To submit copies of all publications of the District, its Divisions and Flotillas which are eligible for consideration for National awards in the required form in time for consideration.

## ARTICLE XVI

### AREAS AND DIVISIONS

- 16.1 The Eighth Coast Guard District Auxiliary Coastal Region is divided into three (3) Areas, corresponding with four (4) Coast Guard Sectors for the purpose of administration. The three Rear Commodores are designated as Rear Commodore East, Rear Commodore Central and Rear Commodore West. Each must reside in the sector represented.
- 16.2 The Divisions in each Area and the Divisions in each Coast Guard Sector are:
- |    |                          |   |
|----|--------------------------|---|
| A. | Eastern Area: 1,3 & 8    | Sector Mobile: 1,3 & 8                                      |
| B. | Central Area: 4,5,6 & 10 | Sector Houston/Galveston: 5,6 & 10<br>Sector New Orleans: 4 |
| C. | Western Area: 2 & 7      | Sector Corpus Christi: 2 & 7                                |
- 16.3 The District Staff Officer-Legal/Parliamentarian keeps the boundaries of each Division, with a copy in the Commodore's permanent file. The approximate locations of these boundaries are attached as Annex "B".

## **ARTICLE XVII**

### **GENERAL**

- 17.1 Words in the singular include the plural, unless context requires otherwise.
- 17.2 Words in either gender represent the other gender.
- 17.3 Within the District only the Flotilla Commander, Division Captain or District Commodore is authorized to sign licenses, contracts or other agreements. All documents must first be reviewed and approved by the District Legal Office (DSO-LP or ADSO-LP) or, in the case where the DSO-LP is not a licensed attorney, by an attorney designated by DC-L.

## **ARTICLE XVIII**

### **FEES AND DUES**

- 18.1 Annual dues, as are determined from time to time by the Board, are paid to the District by its members and are in addition to dues assessed the members by Flotillas, Divisions and the Coast Guard Auxiliary National Board, Inc. The current amount of annual dues is included in the fiscal policy as provided in Article 3.1, Annex "C" and in the minutes of the Board.
- 18.2 For the purpose of fixing and determining dues and their collection, the membership is divided into the Flotillas of the Eighth Coast Guard District Auxiliary Coastal Region.
- 18.3 Required National and District dues for Basically Qualified Auxiliarists (BQ) and AUXOP (AX) members of the Eighth Coast Guard District Auxiliary Coastal Region are billed for the calendar year based on the January official record. Dues invoices will be forwarded to the Division Captains by the DSO-FN by 31 January. Upon receipt of the dues invoices, Flotilla Commanders will ensure that a check for the full amount billed is forwarded to their SO-FN. The SO-FN of each Division will forward one check for the entire amount due to the DSO-FN. Dues must be paid on or before 1 March. The DSO-FN will notify the Division Captain by 15 February of dues not paid. The check forwarded by the SO-FN should be made payable to the Eighth Coast Guard District Auxiliary Coastal Region. The amount of each statement is determined by multiplying the number of members by the dues last set by the Board, plus whatever amount is determined by the Coast Guard Auxiliary National Board, Inc. as dues for the Corporation. The Commandant of the Coast Guard does not charge dues for members who have been conferred Life Membership in the Coast Guard Auxiliary.
- 18.4 Each Flotilla Commander shall establish a system of disenrolling its members prior to 31 December. This will ensure that the District or Flotilla will not be billed for disenrolled members the following year.
- 18.5 National dues for new members are billed to the District on a prorated basis during the calendar year. In addition to the prorated National dues for the year of enrollment, each new member will pay prorated District dues for the calendar year. Flotilla and Division dues are not to be sent to the DSO-FN but will remain at the Flotilla and Division levels.
- 18.6 Members separated from the active Auxiliary per their written request who wish to reenroll will pay dues as outlined for new members.

- 18.7 Unless otherwise approved by District EXCOM, any Division which has not remitted all dues due for all Flotillas by 31 March of the respective calendar year will not be permitted to vote on any issues coming before the District Board until such dues have been received by the DSO-FN. Once the DSO-FN can confirm receipt of all dues due by each Flotilla in the respective Division, the privilege of voting will be reinstated.

## **ARTICLE XIX**

### **ACCOUNTING PERIOD**

- 19.1 The District's accounts are kept on a calendar year basis, beginning 01 January and ending 31 December.

# STANDING RULES OF THE EIGHTH COAST GUARD DISTRICT AUXILIARY COASTAL REGION

## ANNEX “A” DISTRICT AWARDS

- A. Awards established and approved by the Eighth Coast Guard District Auxiliary Coastal Region for which members, Flotillas and Divisions of the District are eligible are considered to be District Awards. The statistical basis for these awards will be the AUXDATA year-end summary, dated 31 December. Requests for correction of AUXDATA records must be filed with the Director of Auxiliary prior to the date set by the Director’s office in the awards year.
- B. The Board approves the name, purpose, nature and the rules which determine the recipients of all District awards, which are reviewed by the Awards Board.
- C. All expenses in connection with these awards are borne by the Board unless otherwise provided by these rules or offered by other individuals or organizations. All perpetual plaques and trophies belong permanently to the Eighth Coast Guard District Auxiliary Coastal Region. Because of the expense of postage and the damage incurred to the large trophies and awards during shipment, the practice of awarding the large perpetual trophies and awards is discontinued. Therefore, the large trophies and awards will be placed in a permanent repository where they will be properly maintained and displayed. In lieu of awarding the large perpetual trophies and awards, smaller keeper plaques (with ribbons, if called for in the award) will be presented.
- D. With the exception of the “District Award for Lifesaving or Meritorious Service” and the “District Commodore’s Commendation”, presentation of all those awards referenced in the ANNEX “ A “will normally be presented at the Winter conference.
- E. **District Commodore’s Awards**
  - 1. **District Commodore’s Commendation**, a certificate given at the discretion of the District Commodore in recognition of individuals or entities who have contributed to the purpose and aims of the Eighth District Coast Guard Auxiliary Coastal Region.
  - 2. **District Commodore’s Achievement Awards**, given each year in recognition of individuals for the highest specified levels obtained each year for the previous calendar year for the three areas of Operations (all operational activity), Instructor (head instructor in MT and/or PE) and Vessel Examinations, as follows:

E. 2. a. Category

<u>Operations</u>		<u>Instructor</u>		<u>Vessel Examinations</u>	<u>Type Seal</u>
100 hours	or	50 hours	or	100 VSCs	Blue
150 hours	or	75 hours	or	150 VSCs	Gold

- 1) An Auxiliarist who obtains the highest levels in all three categories will be awarded a framed certificate with a gold seal and ribbon.

b. Category

<u>Total Mission Hours</u>	<u>Type Seal</u>
600 hours to 749 hours	Blue
750 hours and above	Gold

F. **Past Commodore's Plaque** is given to a Commodore, Vice Commodore or Rear Commodore when the status of past officer is reached.

G. **Instructor Training Aids Award**, given to the first and second place winners of The Annual District Instructor Training Aids contest. The contest is held at the Winter meeting each year and is governed by the following rules:

1. Only Flotillas are eligible to compete.
2. A committee to select the winners will be appointed by the Commodore. The committee will not consist of anyone whose Flotilla is in competition.
3. The purpose of the Instructor Training Aids Award is to promote sound ideas which impart visual or practical knowledge to the students of the Public Education Courses and/or promote interest in USCG Auxiliary activities when used in marine exhibitions.
4. Consideration for the award is based upon:
  - a. Value as an instructor training aid.
  - b. Originality of the instructor training aid.
  - c. Portability for transporting from place to place without undue difficulty or expense.
  - d. Simplicity of assembly and disassembly.

- e. Ease in which it can be duplicated by other Auxiliarists.
- f. Maximum cost to reproduce is not to exceed \$100.00.
- g. A description, materials list, drawing or photo and instructions for use, except for an aid that does not require circuitry, must accompany all entries and the construction and use must be self-evident.
- h. A winning aid cannot be entered in to competition more than one time.
- i. Entries which are too large to be carried or shipped to the judging may be considered on the basis of the drawings and photos.

H. **Silver Oar Awards – Flotilla**, a silver bell and stand and a Silver Oar plate inscribed with the name of the Flotilla Commander and year the award is earned, is given in recognition of a Flotilla which, during the calendar year, successfully accomplishes the objective levels set in Annex “A-1”. The bell and stand will be given the first year only, with Silver Oar plates given in subsequent years.

1. Flotillas chartered after January of each calendar year, but prior to 01 May of that year are considered eligible for this award provided the Flotilla satisfies the goal requirements to earn it. These Flotillas will count in the Division Silver Oar computations prepared by the Awards Committee.
2. Flotillas chartered after 01 May can be awarded the Silver Oar if they meet the goal requirements. In the event that Flotillas do not meet these requirements, their record will not be reflected in the Division Silver Oar computation.
3. In the event of a split (defined as the chartering of a new Flotilla consisting of members transferring from another Flotilla), the goals set forth in Annex “A-1” for the parent Flotilla will be reduced at the time of the split in proportion to those members transferred to the new Flotilla. At the time of the reduction, goals for the new Flotilla will be set. All activity earned by the transferring members of the parent Flotilla prior to the split will remain with the parent Flotilla. A member’s credit remains with the new member.

- I. **Silver Oar Award-Division**, a silver bell and stand and a Silver Oar plate inscribed with the name of the Division Captain and the year the award is earned is given in recognition of a Division that, during the calendar year, has fifty percent (50%) or more of its Flotillas earning the award during the same calendar year. The bell and stand will be given the first year only, with the Silver Oar plate given in subsequent years. A minimum of five (5) Flotillas will constitute an eligible Division.
- J. **Silver Oar Award-District**, a silver oar plate inscribed with the name of the District Commodore and the year the award is earned, is given in recognition that during the calendar year the District had fifty percent (50%) or more of its Divisions earn the Silver Oar award during the same calendar year.
1. The award shall be a nameplate affixed to the District Silver Oar podium stand showing the name of the District Commodore earning the award and the year earned.
  2. The cost of the award plate shall be borne by the Past Captains' Association or in its stead, the District itself.
- K. **District Award for Lifesaving or Meritorious Service**, given for meritorious operations or service when a Coast Guard Award is not considered being the proper form of recognition. The District Commodore will sign these awards.
1. The Awards Board may award a District Award for Lifesaving or a District Award for Meritorious Service according to the criteria of Article XIV when a Coast Guard Award such as the Plaque of Merit, the Award of Operational Merit or the Award of Administrative Merit is not deemed to be the appropriate form of recognition. The District Commodore will sign such awards.
- L. **John C. Uzee Most Outstanding Flotilla Award**. A keeper award given in recognition of the Flotilla that has contributed most to the advancement of Auxiliary purposes during the award year. The award will be based exclusively on Silver Oar Program results.
1. To be eligible, a Flotilla must have earned the Silver Oar for the year
    - a. Flotillas chartered during the year are not eligible.
    - b. The winning Flotilla must have had activity in CG/State Support, Recreational Boating Safety and Member Services Mission areas.
    - c. The calculation for the award is as follows:

- L. 1. c.
  - i. For each mission area for which there are approved goals, the percentage of achievement will be calculated as per Silver Oar rounded to three (3) decimal places ( e.g.79.25%).
  - ii. The percentages calculated in L-1-c.i will be added together, maintaining the three (3) decimal point precision.
  - iii. The result from L-1-c.i will be divided by the number of mission areas in which there were approved goals maintaining the three point precision.
- d. The Flotilla with the greatest number as calculated in L-1-c-iii will receive the award.
- e. In the event of a tie, the Flotilla with the fewest number of AX + BQ members **at the start of the calendar year** will receive the award.
- 2. The Flotilla that receives the award will have the year, the words “John C. Uzee Award” and the Flotilla Commander’s name engraved on the Flotilla’s silver bell. The engraving will be of similar size and styling as that used on the individual silver oars attached to the bell.
- 3. The Flotilla that wins the award will also receive a **tricolor streamer** with the year of the award stamped in silver at the lower end; said streamer should be permanently displayed from the Flotilla’s Coast Guard Auxiliary ceremonial flag staff.
- M. **John P. Mitchell Most Outstanding Division Award**, a keeper award, given in recognition of the Division that has contributed most to the advancement of Auxiliary purposes during the award year. The award will be based exclusively on Silver Oar program results.
  - 1. To be eligible, a Division must have earned the Silver Oar for the year:
    - a. Flotillas chartered during the award year are not included in the calculations below.
    - b. The calculations for the award are as follows:
      - i. The results calculated in Section L-1-c-iii for each Flotilla in Division are added together.

- M. 1. b. ii. The sum obtained from M-1-b-i is divided by the number of Flotillas in the Division, maintaining three decimal precision.
- c. The Division with the greatest value as calculated in M-1-b-ii will receive the award.
- 2. The Division that receives the award will have the year, the words “John P. Mitchell Award” and the Division Captain’s name engraved on the Division silver bell. The engraving will be of similar size and styling as that used on the silver oars attached to the bell stand.
- 3. The Division that wins the award will also receive a **tricolor streamer** with the year of the award stamped in silver at the lower end, and said streamer should be permanently displayed from the Division’s Coast Guard Auxiliary ceremonial flag staff.

N. **Glenn Smith Flotilla Vessel Safety Check Award**, a keeper plaque given in recognition of the Flotilla performing the greatest number of Vessel Safety Checks during the calendar year. The Flotilla that wins this award will also receive a **gold streamer** with the year of the award stamped in silver at the lower end to be permanently displayed from the Flotilla’s Coast Guard Auxiliary ceremonial flag staff.

O. **Ellsworth A Winberg**

- 1. **Ellsworth A. Weinberg Public Education Award**, a keeper plaque awarded to the Flotilla which has completed the greatest number of PE class hours as recorded on the December 31 Unit Summary Report.
  - a. In the event of a tie, the award will be given to the Flotilla with the most hours per instructor as recorded on the December 31 Unit Summary Report.
  - b. The Flotilla that receives this award will also receive a **blue streamer** with the year of the award stamped in silver at the lower end , and said streamer should be permanently displayed from the Flotilla’s Coast Guard Auxiliary ceremonial flag staff.
- 2. **Ellsworth A. Weinberg Most Active Instructor Public Education Award**, a keeper plaque given in recognition of the Instructor who has achieved the most instructor hours in Public Education. Aide hours are not included in the computation of this award except in case of a tie.

- O. 2. a. In the event of a tie, the Instructor with the greatest number of

Public Education aide hours will receive this award.

P. **Byron Scarborough Outstanding Auxiliarist Award**, a keeper plaque given in recognition of an Auxiliarist who has completed at least five years service and who has, at one time, demonstrated active participation within all Auxiliary Mission areas, as those mission areas are defined in the prevailing Auxiliary Manual, and in recognition of sustained outstanding work and accomplishments in furthering Auxiliary authorized activities.

1. Using the prescribed District award submission form, all recommendations for this award may be originated by any Auxiliarist and should be forwarded to the Vice Commodore for presentation at the next formal or informal meeting of the Awards Board.
2. A majority vote of the Awards Board is required for approval. If no candidate is approved in accordance with the high standards intended, there will be no presentation made for the year, since an annual award is not required.

Q. **Ralph Yarborough Flotilla Award**

**THIS AWARD HAS BEEN RETIRED.**

(Criteria to remain with retired award for when and/or if the award is reactivated.)  
A keeper plaque given in recognition of the Flotilla having the highest percentage of increase in attainment of its Silver Oar goals over the previous year.

1. Each of the goal categories for Flotillas is assigned a maximum value of ten (10). Every ten percent (10%) increase over the previous year in a given category is worth one (1) point.
2. To be eligible for consideration, a Flotilla must have earned two (2) out of the three (3) cornerstone goals the year prior to the year being considered, must have at least ten (10) members and must have earned the Silver Oar for the year being considered.
3. The Flotilla that receives this award will also receive a **green streamer** with the year of the award stamped in silver at the lower end, to be permanently displayed from the Flotilla's Coast Guard Auxiliary ceremonial flag staff.

**THIS AWARD HAS BEEN RETIRED.**

(Criteria to remain with retired award for when an/or if the award is reactivated)  
A keeper plaque given in recognition of the Division having the highest percentage of increase in attainment of its Silver Oar goals over the previous year.

1. Each of the goal categories for Divisions are assigned a maximum point value of ten (10). Every ten percent (10%) increase over the previous year in a given category is worth one (1) point.
2. To be eligible for consideration, a Division must have at least five (5) Flotillas. One-third (1/3) of the Flotillas must have earned at least fifty percent (50%) of the Silver Oar goals the year prior to the year being considered and the Division must have earned the Silver Oar for the year being considered.
3. The Division that receives this award will also receive a **green streamer** with the year of the award stamped in silver at the lower end to be permanently displayed from the Division's Coast Guard Auxiliary ceremonial flag staff.

**S. Loren C. Bowie Highest Percentage Increase in Flotilla Membership Award,** a keeper plaque given in recognition of the Flotilla having the highest net percent increase in membership for the award year.

1. To be eligible a Flotilla must have a minimum of fifteen (15) BQ plus AX members on the December 31 Report #1 for the award year.
2. Net percent increase is determined by the end of the year total BQ plus AX minus beginning of year total BQ plus AX divided by beginning year total BQ plus AX times 100. The result must be a positive figure and carried out to three (3) decimal places. In the event of a tie, each tying Flotilla will receive the award.
3. The Flotilla(s) that receive this award will also receive a **gray streamer** with the year of the award stamped in silver at the lower end and said streamer should be displayed from the Flotilla's Coast Guard Auxiliary ceremonial flag staff.

- T. **Flotilla Publication Award**, a keeper plaque given in recognition of the Flotilla whose publication is determined to be the best in the District.
1. Each Division that nominates a “Best Flotilla Publication” for the District award must submit it to the DSO-PB by 15 December to be considered for the award, and further submission for National recognition.
  2. A panel of qualified people, of which the District Staff Officer-Publication is the chairperson, will choose the winner. The DSO-PB will select at least two (2) other qualified people to serve on the panel.
  3. The publication selected must have been issued on a regular basis with a minimum of three (3) issues per year.
  4. The Flotilla that receives this award will receive a **yellow streamer** with the year of the award stamped in silver on the lower end, and said streamer should be displayed from the Flotilla’s Coast Guard Auxiliary ceremonial flag staff.
- U. **Division Publication Award**, a keeper plaque given in recognition of the Division whose publication is determined to be the best in the District.
1. A panel of qualified people, of which the District Staff Officer-Publications is the chairperson, will choose the winner. The DSO-PB will select at least two (2) other qualified people to serve on the panel.
  2. The publication selected must have been issued on a regular basis with a minimum of three (3) issues per year.
  3. The Division that receives this award will also receive a **yellow streamer** with the year of the award stamped in silver on the lower end, and said streamer should be displayed from the Division’s Coast Guard Auxiliary ceremonial flag staff.
- V. **B. Alan Roth Membership Training Award**, a keeper plaque given in recognition of the Instructor with the greatest number of membership training hours.
- W. **Public Affairs Award**, a keeper plaque given to the Auxiliarist who has contributed to the most outstanding and worthwhile Public Affairs activity or multiple activities during the calendar year.
1. The winner must have written, participated in, produced or been otherwise directly involved in the activity.

2. Flotilla Commanders, Division Captains or the District Staff Officer-Public Affairs may recommend the candidates. This may be done by letter outlining the accomplishments in detail and forwarded to the Vice Commodore with all supporting documentation.
  3. A two-thirds (2/3) vote of the Awards Board is required for approval and presentation.
- X. **Betty A. Finnigan New Member Growth Award**, a certificate presented to the Flotilla(s) that have recruited five (5) or more new members during a calendar year.
1. New members **DO NOT** include transfers.
  2. Certificates will be matted and framed for presentation to the Flotilla Commander(s) receiving the award.
- Y. **Gary E. Schroeder Aids to Navigation Award-Inland**, a keeper plaque given in recognition of the inland Flotilla which has received the most points resulting from the submission of Aid to Navigation and Chart Update corrections by members.

The current criteria for this award is not presently tracked by AUXDATA/AUXINFO and therefore does not lend itself to computer calculation. The criteria for this award is maintained by the DSO-AN. It is recommended that the DSO-AN apply the criteria outlined below.

1. "Inland" Flotillas will be annually determined prior to 31 December by the DSO-AN based on the area of a Flotilla's chart update and ATON patrols and activity.
2. The winner is to be determined as follows:
  - a. One (1) point for each correction sent to NOAA.
  - b. One (1) point for each Aid to Navigation report sent to the Coast Guard.
  - c. Ten (10) points for each member sending in five (5) or more corrections or reports.
  - d. Ten (10) points for twenty percent (20%) of members participating  
 Twenty (20) points for thirty percent (30) of members participating  
 Thirty (30) points for fifty percent (50%) of members participating  
 Forty (40) points for seventy-five percent (75%) of members participating.  
 Fifty (50) points for one-hundred (100%) of members participating.

3. In case of a tie, the award will be presented to the Flotilla with the most members submitting five (5) or more corrections or reports.
4. The flotilla's score would be the total of all points earned in a., b., c., and the points for the highest percent of members participating in d. Only points for the highest category may be used, i.e. a Flotilla with fifty percent (50%) of its members participating would get thirty (30) points. The points for the lower twenty percent (20%) and thirty percent (30%) would not be added to the points for fifty percent (50%).

Z. **Gary E. Schroeder Aids to Navigation Award – Coastal**, a keeper plaque given in recognition of the Coastal flotilla which has received the most points resulting from the submission of Aids to Navigation and Chart Update corrections by its members.

The current criteria for this award is not presently tracked by AUXDATA/AUXINFO and therefore does not lend itself to computer calculations. The criteria for this award is maintained by the DSO-AN. It is recommended that the DSO-AN base winners on the criteria outlined below:

1. "Coastal" flotillas will be annually determined prior to 31 December by the DSO-AN based on the area of a Flotilla's chart update and ATON patrols and activity.
2. The winner is to be determined as follows:
  - a. One (1) point for each chart correction sent to NOAA.
  - b. One (1) point for each Aid to Navigation report sent to the Coast Guard.
  - c. Ten (10) points for each member sending in five (5) or more corrections or reports.
  - d. Ten (10) points for twenty percent (20%) of members participating  
 Twenty(20)points for thirty percent (30%)of members participating  
 Thirty (30) points for fifty percent (50%) of member participating  
 Forty (40) points for seventy-five percent (75%) of members participating  
 Fifty (50) points for one-hundred percent(100%) of members participating.
3. In case of a tie, the award would be presented to the Flotilla with the most members submitting five (5) or more corrections or reports.
4. The Flotilla's score would be the total of all points earned in a., b., c., and the points for the highest percent of members participating in d. Only

4. points for the highest category may be used, i.e., a Flotilla with fifty percent (50%) of its members participating would get thirty (30) points. The points for the lower twenty percent (20%) and thirty percent (30%) would not be added to the points for fifty percent (50%).

AA. **Betty W. McNabb Outstanding Aircrew Award (Pilot)**, a keeper plaque given at the discretion of the Awards Board in recognition of the Auxiliary Pilot who has demonstrated not only excellence in all phases of airmanship but has also shown outstanding performance in a minimum of one other phase of the Auxiliary, i.e. training, surface operations, Vessel Safety Checks, Public Education or in a support role.

The criteria for this award is not presently tracked by AUXDATA/ AUXINFO. It is recommended that the DSO-AV track and compile date to be used in determining a winner for the award.

1. Recommendations may be made by any Auxiliarist via the Flotilla Commander, through the Division Captain to the Vice Commodore. The Vice Commodore will appoint a three (3) person committee, of which at least two (2) must be Pilot/Aircrew, to review the recommendations and select the most deserving to be submitted to the Awards Board. If no candidate is approved in accordance with the high standards intended, no award will be presented for that year.

BB. **Martin S. Hertz Award**, a permanent trophy given to the Auxiliarist who possess the qualities so exemplified by Commodore Martin S. Herz: dedication, honesty, patience, understanding, diligence and personality. This Auxiliarist must also have been a member for at least ten (10) years, active in at least two cornerstones, and held appointed or elected positions of leadership. This award, due to its nature, will not be presented annually unless the Awards Board approves a suitable recipient.

1. Selection: Recommendations for this award may come from any Auxiliarist. The Martin S. Herz Award Committee in the Past Captains' Association will review recommendations. This committee will consist of the three (3) elected officers of the Association and the last recipient of the Herz Award.
2. Approval: The recommendation for the recipient of the Martin S. Herz Leadership Award will be referred to the Awards Board for final approval. This Board may approve or reject the recommendation.
3. The Martin S. Herz Leadership Award will be a trophy funded by the Past Captain's Association and will be a keeper trophy in the year presented.

**STANDING RULES OF THE EIGHTH COAST GUARD DISTRICT AUXILIARY  
COASTAL REGION  
ANNEX "A-1"**

**CRITERIA FOR SILVER OAR AWARDS**

The Silver Oar is an award to recognize those Flotillas exhibiting superior performance in the Recreational Boating Safety and Member Service Mission areas. The awards will be presented at the District Winter Conference to those Flotillas who meet the performance goals established for the previous year. The goals cover activities that are representative of the Auxiliary mission areas reported in the official reports (AUXDATA/AUXINFO or successor programs) summarizing flotilla activity. The specific goals, activity areas and performance criteria are discussed and set the following year by the Awards Board at the District conference in the Fall. The format and calculation procedures are as outlined in the following:

The District Commodore or his designated representative may modify a goal for just cause if requested by the Flotilla Commander with approval of the Division Captain at any time prior to 1 October.

**A. CRITERIA FOR AWARD**

1. The Awards Board will determine the number of Auxiliary program areas to be used for performance goals. The selection will be based on promoting a well-rounded performance in support of current Auxiliary programs.
2. In order to receive the Silver Oar, a Flotilla must make 100% or more of the goals in a set number of program areas. The Awards Board will set the number of areas required to qualify for the Silver Oar.
3. All goal calculations are rounded up to the closest whole number, with the exception of the "Growth Area", where the number is rounded up.
4. A disk with a Microsoft Excel program to be used to calculate the goals will be sent to each Flotilla by the District, after being presented to the Board.

**B. Division Silver Oar Award**

1. A Division will receive the Silver Oar Award if fifty percent (50%) or more of its Flotillas are eligible for the Silver Oar.

**C. 8<sup>th</sup> District Coastal Region Award**

1. The 8<sup>th</sup> District Coastal Region will receive the Silver Oar Award if fifty percent (50%) or more of its Divisions are eligible for the Silver Oar.

**STANDING RULES OF THE EIGHTH COAST GUARD AUXILIARY  
COASTAL REGION**

**ANNEX “B”  
AREAS AND DIVISIONS**

Divisions in each Coast Guard Sector Area are as follows:

Sector Corpus Christi	Divisions 2 and 7
Sector Houston/Galveston	Divisions 5,6 and 10
Sector New Orleans	Division 4
Sector Mobile	Division 1,3 and 8

**Division 1** shall comprise those parts of the States of Alabama, Florida and Georgia which lie within the boundaries starting at the Florida coast at longitude 83°50’W; thence northerly to latitude 30°15’N, longitude 83°50’W; thence due west to latitude 30°15’N, longitude 84°45’W; thence due north to the southern bank of the Jim Woodruff Reservoir at longitude 84°45’W; thence northwesterly along the eastern bank of the Jim Woodruff Reservoir and northerly along the eastern bank of the Flint River to latitude 31°20’N, longitude 84°25’W; thence west to the Georgia-Alabama border; thence west along the northern boundaries of Houston, Geneva, Covington and Escambia Counties, Alabama; thence south along the western Escambia County, Alabama boundary to the Florida border; thence southerly along the Florida boarder to the sea.

**Division 2** shall comprise all of the State of New Mexico, and El Paso and Hudspeth Counties in the State of Texas.

**Division 3** shall comprise that part of the States of Alabama and Mississippi beginning at the sea; thence northerly along the Florida/Alabama border to the eastern boundary of Baldwin County, Alabama; thence northerly along the eastern boundaries of Baldwin and Clark Counties; thence westerly along the northern boundaries of Clark and Washington Counties, Alabama and the northern boundaries of Greene, Perry, Forest, Lamar and Marion Counties, Mississippi; thence southerly and easterly along the boundary of Marion County to the Mississippi/Alabama border; thence southeasterly along the Mississippi/Louisiana State boundary to the sea.

**Division 4** shall comprise that portion of the State of Louisiana beginning at latitude 30°10’N, longitude 89°10’W; thence west along latitude 30°10’N to longitude 89°31.8’W; thence north along longitude 89°31.8’W to the west bank of the Pearl River (at the mouth of the river); thence northerly along the west bank of the Pearl River to latitude 31°00’N; thence due west along latitude 31°00’N to the east bank of the Mississippi River; thence southerly along the east bank to

mile 303.0; thence westerly to the west bank at mile 303.0; thence northerly to the southern boundary of the Old River Lock Structure, thence westerly along the south bank of the Lower Old River, to the intersection with the Red River; thence west along the south bank of the Red River to Rapides Parish, thence southerly along the western boundaries of Avoyelles, Evangeline, Acadia and Vermillion Parishes to the intersection of the sea and longitude 92°37'W; thence southerly along longitude 92°37'W to the outermost extent of the EEZ; thence easterly along the outermost extent of the EEZ to longitude 88°00'W; thence northerly along latitude 29°00'N; thence northwesterly to latitude 30°00'N, longitude 89°10'W.

**Division 5** shall comprise the area of the States of Texas and Louisiana beginning at the southwest corner of Sabine Parish, Louisiana and continuing northeasterly along the Sabine and Natchitoches Parish boundaries in Louisiana to the west bank of the Red River; thence northerly along the Red River to the northern boundary of Red River Parish; thence westerly along the northern boundaries of Red River and DeSoto Parishes to the Louisiana/Texas border; thence following the northern boundaries of Panola, Rusk, Smith, VanZandt and Kauffman to the intersection of Rockwell and Kauffman counties; thence northerly along the eastern boundaries of Rockwell and Denton Counties to latitude 33°20'N; thence westerly along that parallel to longitude 100°00'W; ;thence northerly along that meridian to the Texas/Oklahoma border. Thence westerly along the Texas/Oklahoma border to the border with New Mexico; thence southerly along the Texas/New Mexico border to the northern boundary of Winkler County, Texas; thence easterly along the northern boundaries of Winkler and Ector Counties, Texas; thence southeasterly along the northern and eastern boundaries of Upton, Reagan, Irion, Schleicher, Menard, Mason, Llano, Burnet, Travis and Williamson Counties; thence southeasterly along the Williamson County line to the Lee County line; thence northerly along the northern boundaries of Lee, Burleson, Brazos, Madison, Trinity, Polk, Jasper and Newton Counties, Texas to the Texas/Louisiana border at the southwestern corner of Sabine Parish, Louisiana.

**Division 6** shall comprise that part of the States of Texas and Louisiana starting at the intersection of the sea and longitude 92°37'W; thence northerly along the eastern and southern boundaries of Cameron, Jefferson Davis, Allen and Rapides Parishes, Louisiana to the southern bank of the Red River; thence northwesterly along the south bank of the Red River to the northern boundary of Rapides Parish, Louisiana; thence westerly along the northern boundaries of Rapides and Vernon Parishes, Louisiana to the Texas/Louisiana border; thence running westerly along the northern boundaries of Newton, Jasper, Polk, Trinity, Madison, Brazos, Burleson, Lee and Williamson Counties in the State of Texas; thence southerly along the northern boundaries of Bastrop, Fayette, Colorado and Wharton Counties; thence southerly along the east bank of the Colorado River to the sea.

**Division 7** shall comprise that part of the State of Texas which starts at the junction of the sea and the east bank of the Colorado River; thence proceeding northerly along the east bank of the Colorado River to Colorado County, Texas; thence northeasterly along the northern boundary of Wharton County, Texas; thence northwesterly along the eastern and northern boundaries of Colorado, Fayette, Bastrop, Travis, Burnet, Llano, Mason, Menard, Schleicher, Irion, Reagan, Upton and Ector Counties, Texas; thence westerly along the northern boundary of Ector, Winkler, Loving, and Culbertson Counties, Texas to the northeast corner of Hudspeth County; thence south to the Texas/Mexico border; thence southeasterly along the United States/Mexican border to the sea.

**Division 8** shall comprise the area of the States of Georgia, Alabama and Mississippi beginning at a point of the eastern bank of the Flint River of latitude 31°20'N, longitude 84°29'W and running along the eastern bank of the Flint River to latitude 32°20'N, longitude 84°02'W; thence northwesterly to the intersection of the Georgia/Alabama border at latitude 32°20'N; thence northerly along the Georgia/Alabama border to the southern boundary of DeKalb County, Alabama; thence westerly along the northern boundaries of Cherokee, Etowah, Blount, Cullman, Winston, and Marion Counties, Alabama to the Mississippi/Alabama border; thence northerly along the Mississippi/Alabama border to the southern boundary to Tishomingo County, Mississippi; thence westerly along the southern boundaries of Tishomingo and Prentiss Counties; thence westerly along the northern boundaries of Prentiss and Alcorn Counties; thence westerly along the northern boundaries of Tippah, Benton and Marshall Counties, Mississippi; thence southerly and westerly along the eastern and southern boundaries of Desoto, Tunica, Coahoma, Bolivar, Washington Counties, Mississippi; thence easterly along the northern boundary of Humphreys and Holmes, Mississippi; thence southerly along the eastern and southern of Holmes, Yazoo, Warren, Claiborne, Jefferson Adams and Wilkinson Counties, Mississippi; thence easterly along the Mississippi/Louisiana States border to the southwestern boundary of Marion County, Mississippi; thence northerly and westerly along the border of Marion County; thence easterly along the northern borders of Marion, Lamar, Forrest, Perry and Greene Counties, Mississippi; thence northerly along the Mississippi/Alabama boundary to the northern boundary of Washington County, Alabama; thence easterly along the northern boundaries of Washington and Clarke Counties, Alabama; thence southerly along the eastern boundaries of Clarke and Baldwin Counties, Alabama to the northwest corner of Escambia County, Alabama; thence easterly along the northern boundary of Escambia County to the western Border of Covington County; thence northerly to the northern boundary; thence easterly along the northern boundary of Covington County to the boundary with Coffee County; thence southerly along the Coffee County Boundary; thence easterly along the southern boundaries of Coffee, Dale and Henry Counties, Alabama and into Georgia at latitude 31°20'N, longitude 84°25'W.

**Division 10** shall comprise the area of the State of Texas beginning at the intersection of the Texas/Louisiana border and the northeast corner of Panola County, Texas; thence northerly along the Louisiana/Texas border to the Texas/Arkansas border at the northern boundary of Bowie County, Texas, following the Texas/Arkansas border to the Texas/Oklahoma border; thence northwesterly along the Texas/Oklahoma border, including the Red River to Lake Texoma in Grayson County, Texas; thence along the eastern, northern and western shores (all of Lake Texoma) to the Texas/Oklahoma border; thence westerly along the Texas/Oklahoma border, including all portions of the Red River to longitude 100°00'W; thence southerly along that meridian to latitude 33°20'N; thence easterly along that parallel to the eastern border of Denton County, Texas; thence southerly along the eastern boundaries of Denton and Rockwell Counties to the northern boundary of Kauffman County; thence following the northern boundaries of Kauffman, VanZandt, Smith, Rusk and Panola Counties, Texas to the northeast corner of Panola County, Texas.

**STANDING RULES OF THE EIGHTH COAST GUARD DISTRICT AUXILIARY  
COASTAL REGION  
ANNEX "C"**

**ADDITIONAL FISCAL POLICY**

- A. Additional policies pertaining to fiscal matters, which have been approved by the Board are incorporated into the Standing Rules in accordance with Article 3.1.
- B. Annual District dues are \$10.00; National dues are \$12.00
- C. The following items have been approved by the board for inclusion in the annual budget in addition to any other future requests:
  - 1. Purchasing and engraving of authorized District awards.
  - 2. Publishing costs of *Behind the Eighth*.
  - 3. Purchasing of flags, pennants, uniform accessories, instructor course booklets and other appropriate items for resale to Divisions, Flotillas and individual Auxiliarists.
  - 4. An amount not to exceed \$1,000.00 for expenses in connection with each District Board and/or Board and Staff meeting.
  - 5. The District Commodore's discretionary fund in the amount of \$3,000.00.
  - 6. Costs of travel & per diem for the Vice Commodore to attend the National Conference (NACON) each year and for the Immediate Past Commodore to attend the first National Board Meeting attended by the Commodore.
  - 7. Telephone allowance for the District Commodore not to exceed \$64.00 per month.
  - 8. Donations of the Auxiliary ceremonial flag and officer pennants to newly chartered Flotillas and Divisions.
  - 9. Reimbursement of a maximum of \$250.00 to the District Commodore and \$250.00 to the Vice Commodore to cover actual cost of copy machine toner, cartridge, printer cartridges and other expendable office supplies used for the support of the duties of office.

- C. 10. The Eighth District Coastal Region Executive Committee(EXCOM) will Select, at the Fall meeting, those ADSOs who will be funded to attend the District meetings the following year. Those selected will be funded up to \$500.00 per year to attend those meetings.
- D. Dues from the Flotillas for each new member will be collected in accordance with the following schedule, effective January 1, 2006.

<u>Month</u>	<u>National Dues</u>	<u>District Dues</u>	<u>Amount of Flotilla Dues</u>
January	\$9.00	\$10.00	\$19.00
February	\$9.00	\$10.00	\$19.00
March	\$9.00	\$10.00	\$19.00
April	\$6.00	\$10.00	\$16.00
May	\$6.00	\$10.00	\$16.00
June	\$6.00	\$10.00	\$16.00
July	\$3.00	\$10.00	\$13.00
August	\$3.00	\$10.00	\$13.00
September	\$3.00	\$10.00	\$13.00
October	\$0.00	\$ 5.00	\$ 5.00
November	\$0.00	\$ 5.00	\$ 5.00
December	\$0.00	\$ 5.00	\$ 5.00