

THE UNITED STATES NAVAL ACADEMY

CLASS OF 1961,

CLASS PLAN



YEAR 2007

THE UNITED STATES NAVAL ACADEMY CLASS OF 1961, CLASS PLAN

The Goals of the Class Plan: The goals of the Class of 1961 Corporation (hereafter called "Class", as set forth in this Class Plan, are as follows:

- Support the U. S. Naval Academy and the U. S. Naval Academy Alumni Association and Foundation through philanthropic activities for appropriate and unique projects to foster and promote the mission and goals of the Academy and the Alumni Association.
- Increase Class membership in the Alumni Association.
- Increase participation of all Class of 1961 members in Class social and philanthropic endeavors via a rigorous campaign of communications through all available media (print, electronic and personal contact).
- Provide for a variety of year round social activities in the Annapolis-Washington, Tidewater, San Diego, Tampa, and other areas for class members to attend, as well as providing the leadership and planning for class wide events, such as major homecomings and reunions.
- Support the administration and communication needs of the Class through the maintenance of current, reliable data on Class members' home and business addresses, phone numbers, fax numbers, and E-mail addresses.

GENERAL

The Class Plan is composed of a series of plans for administration, communication, regional liaison, budget and finance, class projects, and social activities. These functional area plans complement one another and are coordinated through the Class Executive Committee, which collectively guides the actions of the class officers responsible for the execution of each functional plan. These plans are written to provide both annual goals and objectives, as well as to provide planning guidance to achieve long-term objectives. The Class Plan's annual goals and objectives are established for an administrative and

fiscal year from 1 October to 30 September in order to restart the cycle at or near the annual USNAAA homecoming date.

ADMINISTRATIVE PLAN

I. OVERVIEW.

The Administrative Plan provides for the administrative functions of the Class for the coming year, setting the agenda for the long-range administrative plans of the Class. It brings together the administrative requirements of the communications, liaison, budget and finance, Class projects, and social plans.

II. SUMMARY.

The objectives of the Administrative Plan are to set forth the requirements for the maintenance of the Class Plan, provide for an annual audit of the Class financial records, and maintain the annual and long-term Class calendar of social functions, significant events, and Class and Executive Committee meetings. The Administrative Plan also provides for the maintenance of the data (name, address, E-mail address, telephone numbers, etc.) of all class members. Additionally, this plan contains provisions for the holding of elections, to include the dates for appointing the nominating committee and, when necessary, provisions for mailing nominations and ballots.

III. OPERATING POLICIES AND PROCEDURES.

A. Maintenance of the Class Plan.

The Vice President for Administration is responsible for maintaining the Class Plan and updating the plan annually. Prior to the September meeting each year, the Vice President for Administration will call for all Executive Committee members (and, specifically, those responsible for Class projects and social activities, as well as the Treasurer) to provide updates to their respective portions of the Class Plan by July of the current year. The Vice President for Administration will then update the Class Plan for the coming year and distribute a draft to all Executive Committee members for their review. Changes or

modifications to the Class Plan will be incorporated prior to the first Executive Committee meeting (usually in September) and the Vice President for Administration will subsequently publish and distribute the modified Plan before the start of the new administrative year.

B. Annual Financial Audit.

The Vice President for Administration, in coordination with the President, shall be responsible for having an annual financial audit conducted of the Class finances. The Vice President for Administration shall schedule this audit with the Treasurer, appoint two class members to conduct the audit and, with the auditor, prepare a report for presentation to the Executive Committee and for the record. This audit will be conducted at a date convenient to the Treasurer and the auditors.

C. Class Calendar.

The Class Secretary in conjunction with the Vice President for Administration will create and maintain the Class Calendar of annual and long-term events. It will include social events, both for the Annapolis-Washington area and for regional events, as known, all scheduled meetings of the Executive Committee, and all special events, such as elections. The calendar shall incorporate all Class-wide functions, as well as the events to be conducted for the Annapolis-Washington and other regional chapters. The calendar shall be maintained on a monthly basis and, at least once annually, published to the Class at large. The Class Calendar will be posted on the Class Web Page. Inputs to the next year's calendar shall be ready for Executive Committee review at the summer Executive Committee meeting of the year (usually in July) so that it may be approved and published prior to the beginning of the new administrative year.

D. Maintenance of the Class Member Database.

The Vice President for Communications in conjunction with the Vice President for Administration will maintain the Class database in an appropriate computer-based application on the Class Web Site so that it may be easily updated on a continuous basis and be readily available for access. They will strive to complete all information on all Class members, but, as a minimum,

maintain an up-to-date address, phone number, and e-mail address for each member.

E. Administration of Elections.

The Vice President for Administration will be responsible for the administrative support to the Class Secretary for all Class elections. In coordination with the President and the Secretary, the Vice President for Administration will provide for the appointment of a nominating committee for Class officers. He will be responsible for preparing the correspondence announcing elections and for preparation of the ballots. He will receive the ballots and present them to the Secretary, who will provide them to the tellers appointed by the Executive Vice President.

IV. VICE PRESIDENT FOR ADMINISTRATION DUTIES

A. Class Plan.

1. Call for updates from Executive Committee members.
2. Assemble changes into a revised annual plan.
3. Obtain Executive Committee approval of the draft plan.
4. Publish and distribute the annual Class Plan.

ACTION	RESPONSIBILITY	DATE
Provide Plan Update	Executive Committee	Annually, July
Obtain Executive Committee Approval	Admin VP and EXCOM	Annually, September
Publish Plan	Admin VP and EXCOM	Annually, September

B. Annual Financial Audit.

1. Determine, with President and Treasurer, a date for the audit.
2. Solicit and appoint annual auditors.
3. Ensure audit is conducted.
4. Present results of audit, in writing, to the Class Executive Committee.

C. Class Calendar

1. Determine, from the Executive Committee, the Company Representatives, all scheduled events, meetings and important milestones.
2. Create a calendar in a suitable, publishable format.
3. Publish and maintain the calendar on the Class Web Site.

ACTION	RESPONSIBILITY	DATE
Determine Events and Milestones	Admin VP and EXCOM	Annually, July
Create calendar	Admin VP	Update Monthly

D. Elections

1. Conduct elections in accordance with the Class Bylaws.
2. Obtain nominating committee names from the Class Executive Committee.
3. Publish nominating committee assignments.
4. Prepare and mail-out election materials and ballots.
5. Report the results at the Class Reunion Meeting.

COMMUNICATIONS PLAN

I. OVERVIEW.

The purpose of the Communications Plan is to insure the accurate and timely communication of all Class activities and items of interest, and to provide a rapid means for Class members to respond to Executive Committee or Class initiatives.

II. SUMMARY

It is an objective of the Class Communications Plan to provide for reliable two-way communications between the Executive Committee and the Class, as well as among Class members. The first key to successful communications is for the Communications Vice President to maintain as accurate a database as possible of Class member names, phone numbers, email and home/work addresses. The requirements for the maintenance of the Class database are contained within the Administrative Plan. Secondly, there must be a well conceived plan, using all methods of communication available, to "get out the word." Finally, there must be easy to use, readily available methods for all Class members, who so desire, to actively communicate with the Executive Committee and each other.

III. OPERATING POLICIES AND PROCEDURES

A. The Class Database.

As set forth in the Administrative Plan, the Communications Vice President shall maintain and update the Class database on the Class Web Site. He will make every effort to determine and correct Class member information based on data obtained from all reliable sources, such as the Corresponding Secretary, the Naval Academy Alumni Association, and individual information provided by Class members. He will maintain this information in a secure manner, ensuring that access to classmate information is password protected. The Communications Vice President will continuously be engaged in an active

search for "missing" Classmates and he will report on the status of that search annually in May. He will also request that all Company Representatives update their respective company data and report their results so that the Class database will be current and accurate. It must be emphasized that individuals must also update their personal profile on the Alumni Association website. Security issues require that profile updates at the Alumni Association must be accomplished by each individual using his personal password. Periodic announcements in Shipmate are necessary to maximize participation.

B. Mailings.

There will be at least one mailing a year. The mailing will be to all Class members and will include the Class President's letter.

C. Shipmate.

The Corresponding Secretary will provide input for each edition of Shipmate in time to meet Shipmate publication requirements. These administrative announcements will include such things as upcoming events, calls for class member information and such other information as the Executive Committee may direct.

D. Alumni Association Membership.

It is an objective of the Communications Plan to increase Class membership in the Alumni Association. Executive Committee Members and Company Representatives will encourage this through appeals in Shipmate, on our Website and through personal contact.

E. Improved Communications.

The Communications Vice President in cooperation with the Executive Committee will undertake initiatives to improve Class Communications through electronic media, including the Internet. One objective will be to assist in the maintenance and management of the Class WebPages through the host company, Jorge Scientific, at www.usna61.org.

IV. BROAD OBJECTIVES

A. Class Database, (See Administration Plan for maintenance details)

1. Maintain the Class Database in electronic form

ACTION	RESPONSIBILITY	DATE
Report Status of Class Web Page	Communications VP	Each EXCOM Meeting
Report on Search for Missing Classmates	Communications VP	May

2. Mailings and Shipmate Inputs

- a. Contribute input or print media to Class mailings
- b. Provide the Corresponding Secretary communications input as required

ACTION	RESPONSIBILITY	DATE
Provide Mailing Inputs	All EXCOM Members	March
Provide Inputs to Corresponding Secretary	All Class Members	As Required

3. Alumni Association Membership

- a. Obtain updated database for membership status from the Alumni Association.
- b. Track and report Class of 1961 participation in membership and fund raising efforts.

ACTION	RESPONSIBILITY	DATE
Update Class Data Base for USNAAA Status	Communications VP	Semi-annually
Support USNAAA Tracking and Reporting of Membership and Fund Raising. Present goals are: 70% membership 60% fund raising participation	Admin VP & Comm VP	March

4. Communications Improvement

a. Continually improve the class web page as a dynamic source of information.

b. Improve the effectiveness of the class web page to support the Executive Committee communications with the class to achieve the class goals.

ACTION	RESPONSIBILITY	DATE
Maintain/Update Home Page	Comm VP	Continuously

COMPANY REPRESENTATIVES LIAISON PLAN

I. OVERVIEW.

The Class consists of members who are scattered across the continental United States and, to a lesser extent, the entire world.

II. SUMMARY.

It is the intent of the Class to maintain reasonably close ties with as many of its members as possible. This will allow the Class to be in the best possible position to carry out its stated missions of philanthropy, enduring support for, and social interaction among, its members. This enhances our relationships with each other and perpetuates a positive image and reputation of our class.

III. OPERATING PLANS AND PROCEDURES.

To further the objectives set forth above, there shall be a Communications Vice President elected by the Class to serve on the Executive Committee. The Communications VP, in cooperation with the President will be the individual responsible for liaison with our widely dispersed membership. The Communications VP will conduct this liaison role through the twenty-four Company Representatives, who are volunteers appointed by him and approved by the President and whose duties are set forth in the By-laws of the Corporation.

IV. BROAD OBJECTIVES.

1. Establish direct communication links with Company Representatives to invigorate their enthusiasm for their duties. Recruit replacements for those who cannot or choose not to continue to serve in that capacity. Company Reps must be able to dedicate the time and resources necessary to ensure success of the liaison effort.

2. Work through the Company Representatives and use all available resources to ensure accurate locator data are available for the Executive Committee and each member of the Class. This shall be accomplished primarily by maintaining a current and accurate Class Data Base in the Class WebPages

V. ACTIONS

1. Correspond annually, via telephone, mail or e-mail with each Company Representative, restating the Class goals and objectives and asking each for their continued support and input.

2. Request that each Company Representative contact each member of his USNA Company annually to catch up with what has been going on with them and to obtain and report any changes to their locator data.

3. Request that each Company Representative correspond with the Class Corresponding Secretary on a regular basis, providing news of his company mates for inclusion in the Class column in Shipmate.

4. Utilize the Class WebPages to inform the Class in a timely manner of matters of importance and interest to the Class. Company Representatives will be advised by the VP Communications that timely information has been posted and they, in turn, should advise as many company mates as possible of these developments. These notices would include, but not be limited to, upcoming events, messages from the President and other Excom members as well as serious illnesses and recent deaths of classmates.

ACTION	RESPONSIBILITY	DATE
Contact Co Reps for Support	Communications VP	As Required
Contact Company Classmates	Company Representatives	As Required but at least Annually
Update Class Data Base and Search for Missing Members	Comm VP and Co Reps	Continuously. Report missing in May

OPERATING FUND BUDGET AND FINANCE PLAN

I. OVERVIEW.

The Class purpose, with respect to the operating fund, is to maintain a level of financial security in order to carry out the objectives, functions and

obligations of the Class. The Treasurer maintains this section of the Operating Plan.

II. SUMMARY.

This objective will be met by conducting fiscally responsible management and accounting of operating funds collected at class functions and distributed primarily for the social functions and the day-to-day operations of the Class, as well as monitoring the funds maintained by the USNAAA in the name of the Class of 1961.

III. OPERATING POLICIES AND PROCEDURES.

The Class Treasurer shall be responsible, under the direction of the Executive Committee, for:

1. Managing and maintaining an up-to-date accounting of class operating funds
2. Maintaining cognizance of funds held by the USNAAA in the name of the Class of 1961
3. Updating the Operating Fund Budget and Finance section of the (Class Operating Plan
4. Presenting a Treasurer's report at Executive Committee meetings
5. Presenting the Class Operating Fund Account for an annual audit
6. Presenting an annual operating fund budget proposal.

IV. ACTIONS

1. **Maintain a running account of Class operating funds using Quicken software. Collect, organize, and enter available information.**

ACTION	RESPONSIBILITY	DATE
Maintain a running account of operating funds	Treasurer	Continuous

2. Maintain cognizance of funds held by the USNAAA in the name of the Class of 1961.

ACTION	RESPONSIBILITY	DATE
Maintain cognizance of funds held by the USNAAA in the name of the Class of 1961	Treasurer	Continuous

3. Prepare and present the Operating Fund Budget and Financial Plan to the Executive Committee.

ACTION	RESPONSIBILITY	DATE
Prepare Operating Fund Budget	Treasurer	Annual August
Present to the Executive Committee	Treasurer	Annual September

4. Prepare and present a treasurer's report at each Executive Committee meeting.

ACTION	RESPONSIBILITY	DATE
Prepare Treasurer's Report	Treasurer	Bi-Monthly
Present to the Executive Committee	Treasurer	Each Meeting

5. Collect and submit the Class Operating Account for an annual audit.

ACTION	RESPONSIBILITY	DATE
Coordinate with President and Admin VP for Audit	Treasurer	September
Collect Account Data and Prepare for Audit	Treasurer	September
Present Records for Audit	Treasurer	November
Provide Audit Report to Executive Committee	Treasurer	January

CLASS PROJECTS PLAN

I. OVERVIEW

The Class Projects Plan establishes a basic framework for the development, funding and execution of special long-term projects. This portion of the plan is maintained by the Development Vice President.

II. SUMMARY

Through the years, the Class of 1961 has become prominent among USNA classes, donating time energy and funding to support worthwhile projects beneficial to the Navy, the U. S. Naval Academy, the Brigade of Midshipmen, and the U. S. Naval Academy Alumni Association and Foundation and Class of 1961 members.

The total of all gifts and pledges through the Naval Academy Foundation (USNAF) by the Class of 1961 now exceeds \$5.5 million. This includes over \$400,000 in Planned Gifts dedicated to our class projects. We neither expect nor hope to see these gifts materialize for some time to come. Also, the Class of 1961 has continuously stood at or very near the top as having the largest number of President's Circle members of any Naval Academy class. Since the catastrophic events of September 11, 2001, one of which took the life of one of our own, projects such as ours in support of the Naval Academy and the Brigade of Midshipmen take on a new meaning and importance to our school and to our country.

Our initial project raised money for the Navy-Marine Corps Memorial Stadium seats in memory of classmates killed in action and missing in action from Vietnam. The Class also funded and supplied two handicapped shelters and a gate at the stadium. The shelters were replaced with a concourse during the stadium renovation in 2003. During the Alumni Association's first Capital Campaign, the Class of 1961 donated three paintings now hanging in the main entrance of Alumni Hall. Additional monies were directed to endow a post-

graduate scholarship in a professional subject. This endowment was subsequently rescinded and the corpus returned to the Class.

The Class of 1961 also sponsors and supports the Brigade's 21st Company Wardroom and annually sponsors an award at the USNA Prizes and Awards Ceremony to the First Class Midshipman who finishes first scholastically in professional subjects. The Class continues to honor Class members, e.g., we sponsored the Joe Bellino Trophy Case in Ricketts Hall and the Thresher/Scorpion Memorial in the Nimitz Library. In 1996 the Class sponsored the formation of the Pipes and Drums Corps of the Brigade which has evolved into a dynamic and highly capable musical group. They now routinely march and perform as part of the Brigade's formal parades. They have also marched and performed in other venues such as New York's St. Patrick's Day and Tartan Day Parades.

Another Link in the Chain is a program that forms bonds and relationships between generations of U. S. Naval Academy Alumni. It involves a series of events, in our case, between the Classes of 1961 and 2011. It starts with the Induction Day (27 June, 2007) Welcome Aboard Picnic for Parents and Families of plebes, and culminates four years later when members of the Class of 1961 will present gold Ensign/2nd Lt bars inscribed '61 – '11 to the newly commissioned officers of the Class of 2011. Although the Alumni Association coordinates most of the effort, there are a number of opportunities to interact with the Class of 2011 over four years and a modest financial involvement (about \$15,000 over four years) for the Class of 1961.

In conjunction with the Class's 40th reunion in September, 2001, and the Naval Academy's \$175 million Capital Campaign, the Class developed a legacy program intended to support the Naval Academy as long as the Class exists. The initial goal for the 40th reunion was to raise \$2 million to endow the Class of 1961 Leadership Education Chair. More than \$2 million was pledged for this project and the Chair was established on January 1, 2002. Subsequently, the Academy has determined that due to increases in salaries, benefits, etc., \$3.5 million is required to support an academic chair. The Naval Academy and the Foundation have expressed great satisfaction with the performance of the Chairs. Our current chair, Dr. Horner, is now working 12 months rather than 10 months because of his excellent accomplishments

The Class commenced funding the Chair before attaining the full \$3.5 million required for the endowment. Our endowment account cash balance is approximately \$2.5 million, with another \$169,000 in pledges outstanding. It is important for our long-term plan that we close this chapter out as soon as possible and complete the funding of the Endowment.

III. OPERATING POLICIES AND PROCEDURES

Giving is voluntary and is strongly dependent on a large donor base. Effort toward fund raising will be directed through various programs, under the aegis of the Foundation. Coordination with the Foundation is a key to success. The class has a formal Memorandum of Agreement with the Foundation, delineating how the funds are to be used. Expansion of the donor base is a Class goal and has involved a coordinated effort by all officers of the Class organization. Key volunteer classmates with fund-raising expertise have been directly involved in the development and implementation of the Class Projects Plan.

IV. BROAD OBJECTIVES

1. As part of our Legacy Program, raise additional funds by the 50th Reunion (Year 2011) to complete funding of the Class of 1961 Leadership Education Chair and for additional projects.

2. Substantially increase the percentage of Class member participation in annual giving and longer term pledges to the Foundation. This includes Planned Giving through the Robert Means Thompson Society (chaired by a classmate).

3. In coordination with the Foundation and classmates outside the Executive Committee, identify projects and other actions that can be taken by individual Class members to support the goals and objectives of the Naval Academy.

A. Our Vision

1. The USNA Class of 1961 is committed to support the Naval Academy's Leadership Center of Excellence through private donations to be applied to developing enhanced programs designed to improve the midshipmen's

leadership experience, and to produce leaders of extraordinary talent. We foresee the Naval Academy being the nation's premier institution for producing future military and civilian leaders with core values of honor, courage and commitment.

2. In addition, we intend to support the Pipes and Drums of the Brigade, the "Another Link in the Chain" program and Unrestricted Giving.

B. Our Goals

1. A fully funded endowment to support the leadership Education Chair (\$3.5 million).

2. A Brigade Activities Fund to support activities such as Pipes and Drums, Another Link in the Chain, and other Brigade directed activities.

C. Our Plans

1. Our first priority is to increase cash on hand to \$3 million by the end of 2008 and to \$3.5 million by the end of 2010 to fully endow the existing Class of 1961 Leadership Education Chair. The current balance is approximately \$2.5 million as of 1 June, 2007.

2. Our second priority is to raise \$200,000 to support the Brigade of Midshipmen to include Pipes and Drums of the Brigade, Another Link in the Chain, and other activities proposed by the Naval Academy and approved by the Executive Committee.

3. Give classmates the option to support other restricted projects, support unrestricted giving to the Naval Academy Foundation and/or split their donations among the available choices.

4. Increase the percentage of Class member participation to exceed 60% in annual giving to the Foundation.

5. Encourage classmates to become members of the President's Circle by annually donating a minimum of \$2,500 for the projects or programs they designate.

D. Action

1. Monitor and assist the evolution of progress on meeting project goals and of fund-raising planned by selected classmates and USNAF.

2. On a regular and continuing basis, communicate with Class members to encourage ongoing generous support of Class projects. Encourage giving through Shipmate, letters from the Class President, engagement with Company Representatives, and using the support of the Foundation for fund-raising.

ACTION	RESPONSIBILITY	DATE
Develop & Implement Fund Raising Plan	Development Vice President	Annually
Inputs to Shipmate, President's Letter Letter from the Class Fund Raiser, and Letter to Company Representatives	Corresponding Secretary and Development Vice President	September

SOCIAL PLAN

I. OVERVIEW.

This section establishes a basic framework for social events supporting the operating plan objectives.

II. SUMMARY.

Class social activities shall include: (1) informal gatherings associated with sporting events (e.g., football tailgates, Army-Navy football game parties and lacrosse games); (2) reunion events conducted at Homecoming (or another specifically selected weekend), including the major Five Year Class Reunion, (3) regular luncheon gatherings; (4) annual evening events of a more formal nature where spouse participation is a focus, and (5) occasional class cruises.

III. OPERATING POLICIES AND PROCEDURES

Social events are voluntary and pay-as-you-go. A variety of venues and types should be planned in order to achieve the greatest voluntary participation over the course of the year.

A. Broad Objectives.

Class social events are conducted for only one purpose: to provide pleasant opportunities for social interaction of members of the Class of 1961. A variety of events will be conducted to provide different venues: luncheons during the working week; tailgates before and after football games for camaraderie and spirit; at least one "dress up" evening social gathering annually, where spouses can enjoy themselves equally with the members.

B. Specific Goals.

1. Football Game Tailgates:

Each home football game set up and ready to go two hours prior to each game.

2. Annual Homecoming Weekend:

Encourage Class of 1961 participation in Alumni Association and USNA sponsored weekend festivities. Organize selected class-unique events in addition to regular home football game tailgate parties.

3. Army-Navy Game Party:

Generally hosted by a Class member in his home, with food and beverages provided by a caterer or by each attending couple. Objective is to share fun and food while whipping the mule. Big TV's are key to success.

4. Luncheons:

Luncheon meetings are encouraged at all chapters where sufficient Class of 1961 members are located. Annapolis-Northern Virginia Chapter Luncheons shall be held in both Annapolis and Northern Virginia as participation dictates. Luncheons will be conducted in Annapolis every month on the first Tuesday of the month with a gathering at noon. The Executive Vice President shall coordinate meeting months between the two venues and notify MD and VA residents of the date and location of each event via blast email.

5. Winter Dinner Party:

The objective is to have an event outside of the football season to which members would be pleased to bring their spouses or guests. A coat and tie event is generally envisioned. This can take place in a club or in the home of a class member who volunteers to host the party. The specific form of the event, sharing of the costs, catering or potluck is to be worked out by the local chapter with the prospective host. In the Annapolis-Northern Virginia Chapter, this will be either a Valentine's Day or Dark Ages Party held at a place determined by the Class Executive Committee and coordinated by the Executive Vice President.

6. Five-year Reunion:

Major Class reunions, conducted at five-year intervals, will be held in Annapolis. This requires long-term planning under a special coordinator, appointed by the Executive Committee.

C. ACTION STEPS.

1. Football game tailgates:

Action	Responsibility	Date
Arrange for Tailgate Space	Executive Vice President	Annually in May
Set up for Tailgate/Collect Contributions	Annapolis Members/Exec. VP	Game Day
Clean Up	Participants	Game Day

2. Army-Navy Game Party - Annapolis-Northern Virginia Chapter:

ACTION	RESPONSIBILITY	DATE
Locate Volunteer Host	Executive VP	Annually in Sept.
Organize Email & Flyer	Executive VP	3 Weeks before Game Day
Attend, Bring Food, Share Cost	Class Members & Spouses	Game Day

3. Monthly luncheons - Annapolis-Northern Virginia Chapter:

ACTION	RESPONSIBILITY	DATE
Reserve Annapolis Restaurant	Annapolis Coordinator	Monthly
Reserve NOVA Restaurant	VA Coordinator	Monthly
Coordinate Annapolis & VA Luncheons	Executive VP	Monthly
Arrange Menu / Notify Restaurant	Appropriate Coordinator	Monthly
Collect Money / Pay Bill	Appropriate Coordinator	Monthly

4. Winter Party - Annapolis-Northern Virginia Chapter:

ACTION	RESPONSIBILITY	DATE
Determine Type Event	Executive Committee	Annually in Sept.
Identify Classmate Volunteer	Executive VP	Annually in Sept.
Initiate Notification in Shipmate	Executive VP / Class Scribe	Date minus 3 months
Notification via Email / Phone Tree	Executive VP	Date minus 3 weeks
Plan & Conduct Party	Volunteer	Annually January - March
Collect Money / Pay Bills	Executive VP	Party Date

5. Five Year Class Reunion:

ACTION	RESPONSIBILITY	DATE
Appoint Reunion Coordinator	Executive Committee	4 years prior to event
Form Reunion Committee	Reunion Coordinator	3 years prior to event
Plan Reunion	Reunion Coordinator / Reunion Committee / Executive Committee	As Required

ANOTHER LINK IN THE CHAIN PLAN

I. Overview

The Another Link in the Chain Plan provides the breadth and depth of USNA Class of 1961 support to USNA Class of 2011 during the latter's time at the U.S. Naval Academy.

Another Link in the Chain is a U.S. Naval Academy Alumni Association sponsored, unique program that continues to form bonds and relationships between generations of U.S. Naval Academy Alumni. The events bring together classes with a 50-year bond and demonstrate the tradition of respect and concern that exists between Naval Academy graduates. Through this program, midshipmen are reminded that they are part of a bigger, extended brigade made up of more than 50,000 living graduates. The midshipmen are buoyed and encouraged by the physical presence and moral support of the senior Alumni. They also are able to meet and hear from accomplished individuals of the senior class whose inspirational words leave a lasting impact.

In 2000, a new tradition was initiated when the Class of 1950, in celebration of their 50th anniversary of graduation, personally presented gold Ensign/2nd Lt bars inscribed '50-'00 to the newly commissioned officers of the Class of 2000. Many events have been added to begin with a welcome to incoming plebes.

II. Summary

In the spirit of the above tradition the Class of 1961 incorporates this Section into the Class Plan for the four years 2007-2011. The specific actions will doubtless be refined as the years progress and new actions may be added in the plan.

- A. The Class of 1961 will participate in the Another Link in the Chain Program activities as approved by the Superintendent and Commandant of the U.S. Naval Academy and sponsored by the U.S. Naval Academy Alumni

Association.

- B. All efforts by Class of 1961 members in Another Link in the Chain activities will be on a voluntary, pay-as-you-go basis.
- C. Organization of Class of 1961 participation in Another Link in the Chain activities will be by a Class of 1961 Coordinator, assisted by classmates as required.
- D. Certain Another Link in the Chain activities will require financial support from Class of 1961 funds, to be raised in accordance with the Operating Fund Budget and Finance Plan and/or Class Projects Plan.

III. Broad Objectives

Initiate and sponsor activities that perpetuate the history, traditions, memories and growth of the Academy, and bind Alumni together. From Induction Day to Commissioning, become a living part of the Naval Academy legacy for midshipmen. Bring a unique frame of reference to those who follow your footsteps a half century later, engaging them with real life examples of personal character and service.

IV. Actions

A. 4th Class - Plebe Summer

1. Reef Points:

Highlights of the Class of 1961 were placed in Class of 2011 Reef Points, required reading for the Class of 2011.

2. Induction Day:

During mid-day, Class of 1961 couples mingled with the parents of the Class of 2011 at a picnic on Worden Field. Early that evening, Class of 1961 couples observed the Oath of Office Ceremony of the Class of 2011 as guests of the Superintendent and Commandant. (27 June 2007)

3. Parade:

A member of the Class of 1961 was be invited to be the reviewing official at a parade by the Class of 2011. About 15 other Class of 1961 couples were invited guests of the Superintendent.

4. Introduction to D.C. Memorials:

During plebe summer, the Class of 2011 was taken to Washington D.C. to visit the various war memorials. Members of the Class of 1961 met with them at the various memorials (Viet Nam, WW II, Korea, Marine, Navy, etc.).

5. Reaffirmation Day Parade and Ceremony:

The Saturday of Plebe Parents' Weekend, Class of 1961 couples were invited by the Commandant to observe the morning parade and to attend the Parents Information Forum and Reaffirmation ceremony that followed later in Alumni Hall. Along with the Superintendent and Class of 2011 Honors Chair, the President and another member of the Class of 1961 spoke to the Class of 2011.

6. Fourth Class Regimental Dinner:

A member of the Class of 1961 was the keynote speaker

B. Throughout 4th Class - Plebe Year

1. Class Ring Program:

A member of the Class of 1961 (Barry Gastrock) is invited to participate in the Class of 2011 crest design activities. Recent classes have included their 50-year senior class year into their crests. During the Spring of 2009, the Class of 1961 will be invited to donate class rings and miniatures which will be melted down and incorporated into the gold for the Class of 2011 rings.

C. End of 4th Class - Plebe Year - Challenge and Recognition

1. Sea Trials Challenge:

Class of 1961 couples are invited to observe the day-long activities and attend a BBQ with the Class of 2011 and their parents.

2. Plebe Recognition Week: (week before graduation)

a. Welcome Parade:

A limited number of Class of 1961 couples are invited to observe the parade for the parents of the Class of 2011.

b. Plebe Recognition Ceremony:

A member of the Class of 1961 will be invited to speak to the Class of 2011. Members of the Class of 1961 will be invited to help present the Third Class Anchors to members of the Class of 2011. Class of 1961 couples will be invited to attend.

ACTION	RESPONSIBILITY	DATE
Reef Points Entry	President / Executive Committee	February 2007
USNA 2011 Honor Coin Design	Barry Gastrock	During Plebe Summer
Induction Day	President / ALITC Coordinator	27 June 2007
Summer Parade	ALITC Coordinator	TBD
D.C. Memorials	ALITC Coordinator	TBD
Reaffirmation Day Parade Ceremony	ALITC Coordinator	11 August 2007
4 th Class Regimental Dinner	ALITC Coordinator	13 August 2007
USNA 2011 Class Crest Design	Barry Gastrock	Throughout Academic Year 2007/2008
Plebe Recognition Week	ALITC Coordinator	Week before Class of 2008 graduation

C. 3rd Class - Youngster Year

1. YP Pass in Review:

The end of each Youngster cruise YP block is celebrated by a YP pass in review ceremony to mark the Class of 2011 joining the Brigade as Youngsters when they see the Chapel Dome. Class of 1961 couples may be invited to observe the final approaches of the YPs.

2. Graduation Week Picnic “Luau”:

Class of 1961 couples will be invited to join the Class of 2011 at the picnic that marks being halfway through the Academy program.

3. Additional Activities:

The USNAAA is working with the Commandant to add potential activities during the Class of 2011’s Youngster year.

ACTION	RESPONSIBILITY	DATE
YP Pass In Review	ALITC Coordinator	TBD, Summer 2008
USNA 2011 Class Crest Design	Barry Gastrock	Throughout Academic Year 2008/2009
Graduation Week Picnic (Luau)	ALITC Coordinator	Graduation Week, 2009

D. 2nd Class Year

1. Commitment Dinner:

Just before Fall classes begin in late August, the Class of 2011 will reaffirm its obligation to the Naval Service and to the USNA Honor Concept. Class of 1961 members will sit among Class of 2011 at dining tables in King Hall. A member of the Class of 1961 will be invited to be the keynote speaker.

2. Ring Dance:

Officers of the Class of 1961 and their ladies will be invited to the Ring Dance, during graduation week.

ACTION	RESPONSIBILITY	DATE
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Commitment Dinner	ALITC Coordinator	TBD, August 2009
USNA 2011 Class Crest Design	Barry Gastrock	Until design completion, Academic Year 2009/2010
Ring Dance	ALITC Coordinator	Graduation Week, 2010

E. 1st Class Year

1. Service Assignment Night:

Class of 1961 members will be invited to attend the ceremonies as each warfare specialty receives their assignments.

2. Battalion Receptions:

During the Dark Ages, USNAAA hosts informal opportunities for the Class of 2011 to meet and greet the USNAAA staff and members of the Class of 1961.

3. Graduation Week:

a. 1st Class Parents' Picnic:

Class of 1961 couples will be invited to mingle with the Class of 2011 and their parents.

b. Graduation Brief:

The 6-9 Class of 1961 members who will hand out ENS/2LT bars at graduation will be introduced by the CEO, USNAAA. The President, Class of 1961, gives brief remarks about each member.

c. Color Parade:

A limited number of Class of 1961 couples will be invited to attend the parade

d. Graduation/Commencement:

Up to 25 Class of 1961 couples will be invited to sit in VIP seating. The 6-9 selected Class of 1961 members will present the bars to the graduates of the Class of 2011.

ACTION	RESPONSIBILITY	DATE
Service Assignment	ALITC Coordinator	TBD, Fall 2010
Battalion Receptions	Barry Gastrock	Dark Ages, 2011
Graduation Week		
Parents' Picnic		
Color Parade	ALITC Coordinator	Graduation Week, 2011
Graduation Brief		
Commencement		

4. Delayed Graduation:

August and December 2011. Scaled down ceremonies. Class of 1961 members will be invited to present ENS/2LT bars to the 6-10 Class of 2011 delayed graduates.

ACTION	RESPONSIBILITY	DATE
Graduation		
Graduation Brief	ALITC Coordinator	TBD, August / December, 2011
Commencement		