

## **Executive Summary**

### **Bremerton Base, United States Submarine Veterans**

#### **Executive Board Meeting — August 11, 2026**

The Bremerton Base Executive Board met on August 11, 2026, with discussion centered on the Halloween Bash, establishment of a charitable fund through USSVI National's 501(c)(3), the ongoing bylaw revision, upcoming Base activities, and several opportunities for expanded community engagement. The Base remains financially strong, with membership holding steady at 268 and an ending balance of **\$58,911.93**. The approximately **\$7,047 net increase** for the month was largely attributable to Halloween Bash sponsorship revenue.

#### **Halloween Bash**

Planning for the Halloween Bash has advanced considerably. A potentially serious parking issue was resolved after the county temporarily withdrew approval for the event because projected attendance could exceed the Fairgrounds' parking capacity. **Silver Spurs**, located across from the Fairgrounds, agreed to donate use of its entire facility for overflow parking at no charge and will also participate as a major Bash sponsor. The Base will need to provide parking and traffic-control personnel, with CERT, Boy Scouts, sheriff cadets, and other community partners being considered as volunteer sources.

The Bash is expanding from the Van Zee Building into both **Van Zee and Presidential Hall**. Participants may choose indoor booths or traditional outdoor trunk-or-treat displays, while the band will move indoors to Presidential Hall. Two coffee vendors are planned, one in each building. The Board agreed that the Base will continue providing **free hot dogs rather than selling them as a fundraiser**, and the other food vendors will not return.

Volunteer scheduling has been formalized through the Bash website, with separate Friday setup, Saturday setup, event, and breakdown shifts. Participating businesses will also be required to provide certificates of insurance. An inflatable mini-haunted-house entrance is planned for Presidential Hall. Looking ahead to 2027, the county and fire marshal have given preliminary approval to developing the Van Zee Building into a full haunted house. The Board also noted that the Bash was named **Kitsap County Event & Festival of the Year for 2025**.

#### **Charitable Fund / 501(c)(3)**

The Board held an extended discussion concerning participation in USSVI National's charitable fund structure. The central accounting requirement is that charitable money must remain clearly separated from ordinary Base operating funds. Treasurer Dan Inman intends to establish a **completely separate Quicken account** rather than combine the charitable activity with checking, savings, CDs, or other Base accounts.

The fund may operate as a general charitable fund, but expenditures must qualify as charitable uses and be properly identified for accounting and audit purposes. Donations by check must specifically identify the Bremerton Base charitable fund, while online credit-card donations will use National's designated drop-down selection. National will provide monthly statements for reconciliation. Donations routed through National's 501(c)(3) structure would be treated as tax-deductible charitable contributions.

Several questions remain before implementation. The Board wants National's complete written instructions and **chart of accounts** so the Base can mirror National's accounting structure. Dan will also investigate whether members may make qualified charitable distributions directly from IRA Required Minimum Distributions.

The principal concern is the effect on unrestricted Base revenue. Members who previously made general donations may instead direct money to the tax-deductible charitable fund, potentially reducing funds available for ordinary Base operations. Because charitable donations are restricted, the Base will also need to ensure that those funds are actively used for legitimate charitable purposes rather than simply accumulating.

### **Bylaw Revision**

Work continues toward a comprehensive revision of the Bremerton Base bylaws, with a target effective date of **January 2027**, coinciding with installation of the next officers. A draft is expected for eBoard review in September.

The revision is intended both to correct conflicting provisions and to remove operational matters that are better handled through eBoard instructions or Base policy. Among the proposed changes are reconsideration of the General Meeting quorum requirement; clarification that only eBoard members vote at eBoard meetings; removal of the dues structure and travel reimbursement provisions from the bylaws; updating officer and staff descriptions, including the Newsletter Editor; elimination of the Scholarship Committee; and replacement of the existing meeting-structure provisions in Article IX with the Base Meeting Manuals already developed. A possible installment-payment system for life memberships is also being explored.

### **Base Activities and Administration**

Planning for the Annual Base Picnic is essentially complete. Current attendance stands at **81 adults, eight children, and four members of Blueback Base**. Food purchasing will occur on Thursday and Friday. The grills will remain upstairs rather than being moved outside, with cooked hamburgers and hot dogs brought into the serving area. Volunteers are being asked to arrive at 0830.

The e-news calendar will be circulated to the eBoard in draft form around **August 27**, allowing members to identify corrections or omissions before publication. The September eBoard meeting is scheduled for **September 15**.

### **Community Engagement and New Business**

The Base received a request to recognize **Alex Berndtson of Troop 1539**, who has earned the rank of Eagle Scout and comes from a family with significant submarine-service connections. His Eagle Scout ceremony is scheduled for **August 28 in Poulsbo**. Commander Ileene Davis will serve as the initial point of contact while determining how USSVI's Eagle Scout recognition program operates and coordinating with National.

The Board also discussed improving maintenance at **Deterrent Park**, including the possibility of coordinating volunteer assistance from submarine selectees through the TTF Command Master Chief. Dan "Brick Man" will inspect the park and identify maintenance requirements beyond the anticipated bark work.

A proposal was introduced to begin planning a **local submarine birthday celebration for April 2028**. The concept would provide a more accessible Kitsap-area alternative to the Seattle submarine ball without attempting to compete with it. Possible venues include area casinos, Sons of Norway, Bangor-area facilities, and other halls capable of accommodating approximately 200–300 guests. Partnership with organizations such as the Submarine League and Navy League was suggested as a means of sharing costs and broadening participation.

The Base is also awaiting confirmation of the Navy Ball date, expected to be in mid-October, before considering possible sponsorship. **Chick-fil-A**, whose local ownership has a submarine connection, was suggested as a future Soup Down location after the restaurant's initial opening rush subsides.

### **Principal Follow-Up Actions**

- **Ileene Davis:** Inspect the Silver Spurs property and coordinate CERT and other community volunteers for Bash parking and traffic control.
- **Ileene Davis:** Contact USSVI National regarding the Eagle Scout recognition program and coordinate local participation.
- **Ileene Davis:** Coordinate with the TTF CMC concerning possible selectee assistance at Deterrent Park.
- **Dan "Brick Man":** Inspect Deterrent Park and provide a list of maintenance requirements.
- **Dan Inman:** Obtain additional National guidance on the charitable fund, including accounting information, and investigate RMD/qualified charitable distribution eligibility.

- **Dave Bowman:** Continue preparation of the bylaw revision for September review and begin researching potential venues and options for an April 2028 submarine birthday celebration.
- **David Pittman:** Circulate the September e-news calendar draft to the eBoard around August 27 and publish the final version shortly thereafter.

### **Good of the Order**

Mike Talpai informed the Board that his kidney condition has progressed from **stage four to stage five kidney failure**. He indicated that he intends to continue with the Halloween Bash through October before making further medical decisions in November. He reported that dialysis has not yet begun because his other health indicators remain strong.

Overall, the August meeting reflected strong progress on the Base's major 2026 projects. The Halloween Bash has overcome its most significant logistical obstacle and is expanding substantially, the charitable-fund proposal is moving toward a workable accounting structure, and the bylaw revision remains on schedule for the January 2027 transition. At the same time, the Board is beginning to look beyond immediate operations toward stronger community recognition programs, improved stewardship of Deterrent Park, and a significant submarine-community event in 2028.

# **UNITED STATES SUBMARINE VETERANS, INC.**

## **Bremerton Base**

### **Executive Board Meeting Minutes**

**August 11, 2026**

**Meeting called to order: 1800**

**Meeting adjourned: 1923**

### **Attendance**

#### **Present:**

- Ileene Davis, Base Commander
- Dave Bowman, Past Commander
- Waylan Shropshire, Vice Commander
- Bob Hickman, Secretary
- Dan Inman, Treasurer
- David Pittman, Chief of the Boat
- Michael Talpai, Charitable Fund Ambassador/Halloween Bash
- Thelma Ruiz – Holland Club
- Fred Borgmann
- Dan “Brick Man” McClellan

#### **1. Call to Order**

Commander **Ileene Davis** called the monthly meeting of the Bremerton Base Executive Board to order at 1800.

#### **2. Approval of Previous Minutes**

Secretary **Bob Hickman** reported that he had reviewed the July Executive Board meeting minutes and had no changes.

The Board discussed the previously approved **\$200 participation in the USS Alexandria welcome meal** and determined that the expenditure should be reflected in the August minutes.

**Motion:** Bob Hickman moved to approve the July Executive Board meeting minutes as written.

**Second:** Waylan Shropshire.

**Action:** Motion carried.

### **3. Treasurer and Membership Report**

Treasurer **Dan Inman** reported:

- Current membership: **268**
- Two members gained and two members lost during the reporting period
- Four charter members remain
- Beginning balance: **\$51,864**
- Income: **\$11,437**
- Expenditures: **\$4,390**
- Net increase: **\$7,047**
- Ending balance: **\$58,911.93**

The net increase was primarily attributable to incoming Halloween Bash sponsorships.

### **4. Chaplain Report**

No significant items were reported.

### **5. Deterrent Park**

**Dan “Brick Man” McClellan** reported that one memorial brick had recently been installed, and another installation is expected in November. An additional brick is also on order.

Further discussion concerning Deterrent Park maintenance was held under New Business.

### **6. Charitable Foundation / Halloween Bash**

**Michael Talpai** reported that planning and sponsorship activity for the Halloween Bash continues to progress. (<https://kitsaphalloweenbash.com/>)

The county had temporarily placed the event on hold because projected attendance was expected to exceed parking capacity at the Kitsap Fairgrounds. The issue was resolved after **Silver Spurs**, located across from the Fairgrounds, agreed to donate use of its facility for overflow parking at no charge. Silver Spurs will also participate as a major sponsor.

Because Silver Spurs cannot provide sufficient parking personnel, additional volunteers will be needed for parking and traffic management. Commander Davis will coordinate with CERT and investigate additional assistance through Boy Scouts, sheriff cadets, and other community partners.

The 2026 Bash will use both the **Van Zee Building and Presidential Hall**. Trunk-or-treat participants will have the option of setting up outdoors with vehicles or indoors with booths. The band will be located inside Presidential Hall.

Two coffee vendors are planned, with one located in each building. No other food vendors are planned.

The Board discussed whether the Base should continue providing hot dogs. There was consensus that hot dogs should remain **free of charge** rather than being used as a fundraiser. Adequate volunteers will be assigned specifically to food service.

The Bash website now includes volunteer registration by work period:

- Friday setup: 1500–1800
- Saturday setup: 0900–1200
- Event: 1300–1700
- Breakdown: 1700 until complete

Businesses participating in the event will be required to provide certificates of insurance.

An inflatable approximately 10-by-20-foot structure is planned for the entrance to Presidential Hall and will be configured as a small haunted-house-style entryway.

Talpai also reported that preliminary discussions with the county and fire marshal have produced approval in concept for converting the Van Zee Building into a larger haunted house for the **2027 Bash**.

The Board noted that the Halloween Bash was named **Kitsap County Event and Festival of the Year for 2025**.

On the Charitable Foundation assistance case involving septic-system repairs, no additional information or bids have been received. The matter remains pending.

## **7. Holland Club**

Commander Davis reported that **Francis Luce** received his Holland Club certificate and recognition at the previous General Meeting.

## 8. Historian / Website / Social Media

**Dave Bowman** reported no significant changes. Base social media and web activities remain active.

## 9. Past Commander / Bylaw Revision

Past Commander **Dave Bowman** provided an update on the ongoing bylaw revision.

The previously approved reformatted bylaws contain formatting and typographical corrections only and did not make substantive changes to the bylaws.

The target date for the substantive revision remains **January 2027**, coinciding with installation of the incoming officers.

Proposed areas for revision include:

- Moving matters such as the Base dues structure from the bylaws into eBoard instructions or policies.
- Considering a possible installment-payment system for life memberships.
- Revising the requirements for a quorum at General Meetings.
- Correcting conflicting language concerning voting at eBoard meetings so that only eBoard members vote at eBoard meetings.
- Removing travel reimbursement provisions from the bylaws and placing them into policy or eBoard instructions.
- Updating descriptions of positions, including the Newsletter Editor.
- Eliminating the Scholarship Committee.
- Replacing Article IX meeting procedures with the previously developed Base Meeting Manuals.
- Making other technical and organizational corrections as required.

Bowman expects to have a revised draft available for review in **September 2026**.

## 10. Puget Soundings / e-News / Picnic

**David Pittman** reported that posters and event information may be submitted for inclusion in *Puget Soundings* under COB's Corner.

A draft of the September e-news calendar is expected to be circulated to the eBoard on or about **August 27** for review prior to publication.

For the Annual Base Picnic, current reservations were reported as:

- **81 adults**
- **8 children**
- **4 Blueback Base members**

Shopping will be completed Thursday and Friday before the picnic. Volunteers are being asked to arrive at **0830**.

The grills will remain upstairs rather than being relocated. Hamburgers and hot dogs will be cooked there and brought into the serving area. Attendees may eat indoors or take their meals outside.

### **11. Vice Commander Report**

**Waylan Shropshire** reported the recent passing of submariner **Gary Dobbins** and emphasized the importance of continuing buddy checks within the submarine community.

Members were reminded that voting in the USSVI National elections remains open through **September 5**.

Several Bremerton Base members are expected to attend the upcoming National Convention.

Commander Davis stated that the Vice Commander is expected to chair the September meeting if available; otherwise, the Past Commander will be asked to do so.

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## **OLD BUSINESS**

### **12. USSVI National 501(c)(3) Charitable Fund**

Treasurer Dan Inman briefed the Board on information received regarding USSVI National's charitable fund program.

The Board discussed establishing a Bremerton Base charitable fund administered through National's 501(c)(3) structure. No final action establishing the fund was taken at this meeting.

If the Base participates, charitable funds will need to be maintained separately from ordinary Base operating funds. Inman stated that he intends to create a completely separate account within Quicken to track any such activity.

Donations intended for the charitable fund must be clearly designated. Checks would require an appropriate Bremerton Base charitable-fund notation, while credit-card contributions would be directed through the appropriate selection on National's donation system.

National would provide monthly activity statements for reconciliation.

The Board discussed the importance of clearly distinguishing between donations intended for ordinary Base operations and those intended for charitable purposes. Funds placed into the charitable structure must be used for qualifying charitable purposes and cannot simply be treated as unrestricted Base operating money.

Bowman recommended obtaining **National's chart of accounts** so that local accounting categories can be aligned with National's system.

The Board also discussed whether qualified charitable distributions or Required Minimum Distributions from retirement accounts may be contributed directly through the program. Treasurer Inman will investigate the question.

Concern was expressed that participation could result in some donations shifting away from the Base's unrestricted general funds and into restricted charitable funds. The Board agreed that clear accounting procedures and donor instructions will be necessary before implementation.

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## **NEW BUSINESS**

### **13. Eagle Scout Recognition**

Commander Davis reported receiving a request for Base participation in an Eagle Scout Court of Honor for **Alex Berndtson**, Troop 1539 of Silverdale. The ceremony is scheduled for **August 28 in Poulsbo**.

Berndtson has family connections to the submarine community.

The Board discussed USSVI's existing Eagle Scout recognition program. In the absence of a designated Base Scouting coordinator, the Commander serves as the default point of contact.

Commander Davis will contact USSVI National and **Tim Packle**, identified during the discussion as the National point of contact, to determine the proper recognition procedure and develop a process for future local requests.

### **14. Deterrent Park Maintenance**

Commander Davis proposed coordinating with active-duty commands to obtain volunteer assistance with Deterrent Park maintenance, possibly including Chief selectees during the selection season.

She will contact the **TTF Command Master Chief** regarding possible volunteer participation.

Dan “Brick Man” agreed to inspect Deterrent Park by Thursday and provide Commander Davis with a list of maintenance items requiring attention beyond bark replacement.

The Board noted that work performed on the installation must be coordinated properly so that Base volunteers do not interfere with existing government maintenance contracts.

## **15. Local Navy Ball**

Commander Davis reported attending a Navy Ball Committee meeting as a Navy League participant.

The event is planned for the **Kitsap Conference Center**. Sponsorship opportunities may include seating at sponsored tables. Individual retired or civilian tickets were reported at approximately **\$49**.

The Navy Ball is intended to include active-duty Navy personnel, retirees, civilian partners, Navy contractors, and other members of the local community.

The exact date was not available during the meeting. Commander Davis will obtain the date and additional sponsorship information and forward it to the eBoard for consideration.

## **16. Proposed 2028 Submarine Birthday Celebration**

Past Commander Bowman proposed beginning long-range planning for a locally hosted submarine birthday celebration in **2028**.

The concept is intended to provide a Kitsap-area submarine community event rather than requiring members and local sailors to travel to Seattle.

Potential venues discussed included area casinos, Bangor facilities, Sons of Norway, and other banquet facilities capable of accommodating approximately 200–300 or more guests.

Bowman suggested **Saturday, April 15, 2028**, which would coincide with the Base’s normal meeting weekend, as a possible date for an evening celebration.

Possible cooperation with the **Submarine League, Navy League, and other community partners** was discussed.

No formal commitment was made. Bowman will investigate venue availability, requirements, and costs and report back to the Board.

## **17. Soup Down Locations**

Bowman suggested adding the newly opened **Chick-fil-A** to the list of potential Soup Down locations after the initial opening activity subsides. The local owner was identified as a submariner.

Additional restaurant suggestions were discussed and will be forwarded to the Soup Down coordinator.

### **18. Other Business**

Commander Davis reported that updated Base materials and QR codes are being prepared for use on existing business cards and promotional materials.

Talpai reported that the Halloween Bash now has an official logo and that additional promotional activities are being developed for October.

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### **GOOD OF THE ORDER**

No additional official business requiring Board action was presented.

### **19. Next Meeting**

The next Bremerton Base Executive Board meeting is scheduled for:

**September 15, 2026**

### **20. Adjournment**

**Motion:** Bob Hickman moved to adjourn.

**Second:** David Pittman.

**Action:** Motion carried.

Commander Davis adjourned the meeting at **1923**.

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**Respectfully submitted,**

**Bob Hickman**

Secretary

Bremerton Base, USSVI

**Approved:** \_\_\_\_\_

**Date:** \_\_\_\_\_