

LAS TRAMPAS BRANCH 116

BRANCH EXECUTIVE COMMITTEE ZOOM MEETING MINUTES

February 21, 2022

Big Sir Fred Wachowicz called the meeting to order at 8:30 AM.

Secretary Paul Ramacciotti confirmed a quorum was present.

The following members in attendance were:

**Executive Committee**:

 Big SIR - Fred Wachowicz

 Little SIR - Roger Craig

 Treasurer - Alan Fitzgerald

 Asst. Treasurer - Al Satake

 Secretary - Paul Ramacciotti

 Assistant Secretary - Alan Pope

 Membership - Phil Goff

**Directors:**

Don Benioff

 Sam Beret

 Dave Williams

 Kevin Donahue

 Al Farbman

 Darrell McClaughry

**Committee Chairmen**: Mike Schneider, Don Schroeder, Neil Schmidt, Dave Harris, Jerry Hicks, Alex Lutkus and Ron Armijo.

**Area Governor:** Michael Barrington

**Secretary’s Report:**

 Secretary Paul Ramacciotti asked if there were any changes or corrections to the January 17, 2022 Minutes as distributed. There were none. A motion was made to approve the Minutes by Phil Goff (seconded by Roger Craig). The motion was unanimously passed.

Secretary Paul Ramacciotti then asked of there were any changes or corrections to the January 28, 2022 Minutes as distributed. There were none. A motion was made to approve the Minutes by Al Satake (seconded by Phil Goff). The motion was unanimously passed.

The misspelling of a Director’s name was corrected on both sets of minutes.

**Treasurer’s Report:**

**Alan Fitzgerald reported:**

* Due to a lack of responsiveness, The BOA Branch has been changed from Walnut Creek to Lafayette. Venessa Velasco will be our point of contact at the Lafayette Branch.
* Signatures for the Accounts are:
* General Account: Alan F., Al Satake and Michael Barrington
* Golf Account: Alan Pope, David Harris and David Carlson
* Dues payment:
* Paid by Credit Card: January (25) for $235.25; February (45) for $423.45
* Paid by Checks: February (32) for $335.00
* Total collected to date (102) for $993.00 (one person paid extra)
* Accounts as of 2-21-2022:
* General: $11,433.00 which includes $1,061.16 to be transferred to the Golf Account at EOM.
* Golf: $7,789.00
* Reminder notices will be sent out to those who have not paid.

**Standing Reports:**

1. **Membership:**

**Phil Goff reported:**

* Great News!! Membership increased by three this month (Rob Lemmo, Jim Hemmenway and David Williams) bringing the total count to 198. David Williams saw the SIR sign at Boundary Oak. Two new members will be inducted in March, Irvin Nicholas and Doug James.
* A discussion centered on changing the Member Application Form. It was decided to change the name of the form from “Application” to “Registration”.
1. **Recruitment:**

**Don Schroeder reported:**

* More effort will be made to keep sponsors involved with new members, especially now that meetings/luncheons will be back in person.
* Two guests will be at the March luncheon, so the Guest Information Packet will need to be available to them.
* Guests will be introduced without a bio. The bio will be part of the person’s induction when that person becomes a member.
* Michael Barrington can do monthly feature articles on members that can be read in the Diablo Gazette.
1. **Activities:**

 **Fred Wachowicz reported for Mike Ward:**

* Regular events are back on the schedule.
* There is Interest in a number of new activities: Community Services Activities, cooking and theatre arts, to name a few.
1. **Member Relations:**

**David Harris reported:**

* Dave is setting up a meeting with key people to determine exactly what the Members Relations function is all about.
* Dave is putting an article in the Newsletter showing anniversaries with SIR.
1. **Publicity:**

**Al Farbman reported:**

* With activities getting back to normal, a major push will be made in March to get information out to people. The key is to get the Branch name out in public frequently.
1. **COVID Compliance:**

 **Kevin Donahue reported:**

* 159 forms are on file for members, 60 spouses and nine guests. 18 members, along with 7 spouses have submitted boosters.
* Michael Barrington will check to see if the State of California has changed protocols.

**Fred Wachowicz reported:**

**BEC E-mail vote to restart luncheons in March:**

* On February 10, 2022, a motion was made by Fred Wachowicz, via e-mail, to reconvene monthly Branch luncheons in March, as well as other scheduled Dining Out activities conducted by the Branch Din-O-SIR group. SIR Branch 116 will still continue to comply with any and all SIR Branch 116 COVID Protocols, as well as, Contra Costa County Health Department and State SIR Organizational Guidelines.

All BEC members voted via e-mail. The motion unanimously passed.

**Old Business:**

* **Contract Considerations**: It was suggested that a Saint Patrick’s Day theme be requested for the March luncheon. Generally, it’s corned beef and cabbage. An attempt will be made to get luncheon menu’s in time for Newsletter publication. Also, wearing “green” is considered apropos for Saint Patrick’s Day.
* **Member Communications**: After some discussion, it was decided the first RSVP notice for the March luncheon would be sent on March 1st. There was debate on how to handle the shortfall in luncheon cost if attendance at the luncheon falls below the required 100. It was decided not to make an issue of it.
* **Combining Social and Business Agendas**: Business topics should be handled briefly and efficiently with more of a social flavor. An Activity Board in the lobby area might be beneficial.
* **Table Protocols**: How should seating be arranged (two seats left open at each table) and what type of interaction among members of the same table might be initiated. People should be encouraged to introduce themselves at their table. After some discussion, it was recommended that the method of member seating replicate what Dave Harris is doing with the Chevron Group, and that is putting all name tags in the middle of the table so that only those who actually attend the luncheon claim a seat.
* **Table Survey:** Surveys under this format are probably more effective since people are already there and are basically forced to respond. It was suggested and agreed upon to let this go until the April luncheon.
* **Member Rosters**: Phil Goff will have member rosters printed for distribution at the March luncheon. Rosters that are not claimed in March will be available at the April Luncheon.

**Little SIR report:**

**Roger Craig reported:**

* **Guest Speaker:** The March guest speaker is yet to be determined, however, the hope is to get someone from the Lesher Center for the Arts to discuss the upcoming season. Theater tickets will be included in the raffle.

**New Business:**

* **Launch of Assessment Team:** An Assessment team consisting of Sam Beret, Steve Bort, Roger Craig, Jim Dawe, Art Donaldson, Tom Eller and Jeff Johnson has been formed to take a medium/long term look at what the Branch can do to attract new membership and sustain membership over the long term. A three-month period will be used to ponder the situation and present ideas to the BEC.
* **Volunteers Needed:** Volunteers are needed in the following areas: Greater Leader, Publicity Assistants, D-Team Leader, Recruiting Assistants, Speaker Team Leader and Member Relations Assistants. Paul Ramacciotti volunteered to be the Greeter Leader and also be a member of the Member Relations Assistants team.

**Adjourn:**

There being no further business, the meeting adjourned at 10:20 AM.

**Respectively Submitted:**

**Paul Ramacciotti, Secretary**