

LAS TRAMPAS BRANCH 116

BRANCH EXECUTIVE COMMITTEE MEETING MINUTES

February 20, 2023

Big Sir Roger Craig called the meeting to order at 9:15 AM.

Secretary Paul Ramacciotti confirmed a quorum was present.

The following members in attendance were:

**Executive Committee**:

Big SIR – Roger Craig

Little SIR – Alan Pope

Treasurer – Jeff Johnson

Assistant Treasurer – Al Satake

Secretary - Paul Ramacciotti

Membership - Phil Goff

**Directors:**

Don Benioff

Gary Bonfiglio

Kevin Donahue

Fred Wachowicz

Darrell McClaughry

**Committee Chairmen**: Neil Schmidt, Harry Sherinian, Don Schroeder, Mike Schenider, Mike Ward, Michael Barrington, Alan Fitzgerald, Charlie Guthrie, Ron Armijo and Jay Gordon (Area Representative).

**Area Representative:** Roger introduced Jay Gordon, the new SIR Area Representative.

**Secretary’s Report:**

Secretary Paul Ramacciotti asked if there were any changes or corrections to the January 16, 2023 Minutes as distributed. There were none. A motion was made by Phil Goff to approve the Minutes, seconded by Al Satake. The motion was unanimously passed.

**Treasurer’s Report:**

**Jeff Johnson reported:**

* Cash Balance: The Branch Bank balance currently reflects a balance of $13,981.00.
* Lunch No Shows: The January lunch had 19 no shows. After review, it was determined that invoices be issued to eight members. One has paid by credit card, four were cancelled for valid reasons and three remain outstanding.
* Audit: Audit completed – highpoints:

1. Lots of discussion on Square – satisfied it is under control.
2. Discomfort on subsidizing the lunch – so noted.
3. Review the reserve (bank balance) for appropriateness.
4. Track Square fees for budgeting – so noted.

* Shopping Cart: For the sake of accuracy, credit card charges need to be limited to one activity at a time.
* Dues: 81 members have paid their dues.
* New Assistant Treasurer: Jeff recommended that Charlie Guthrie be made an Assistant Treasurer, in addition to Al Satake. He has been tremendously creative in helping to organize and analyze the Credit Card (Square) transactions for incorporation into the Branch accounting books. He will be an asset to me and the Branch as my wing-man.

**New Assistant Treasurer Motion**: Jeff made a motion to appoint Charlie Guthrie as an additional Assistant Treasurer, seconded by Al Satake. The motion was unanimously approved.

**Luncheon Report:**

**Mike Schneider reported:**

* Submitted headcount for today’s luncheon is 108.
* Lunch menu selection: Mike mentioned that Boundary might be amenable to the Branch helping in deciding the number breakdown between entrees. There has been some confusion in this area the last couple of luncheons.

**Membership:**

**Phil Goff reported:**

* Current membership stands at 186. Five new members are joining the Branch this month (Paul Bailey-Gates, Richard Slaton, John Alonzo, Jeff Wirch and Vince Yamamoto).
* The Branch website is a major factor in the increased membership.

**Standing Reports:**

* **Recruitment:**

**Don Schroeder reported:**

* Three guests will be attending today in addition to the five new members. Also, three new membership applications have been received from potential members who were not able to make this month’s luncheon.
* **Activities:**

**Mike Ward reported:**

* Activity Chairpersons will again pitch their activities at the monthly luncheons.
* Community Service Activity is still in need of a chairperson.
* There are 23 activities functioning in the month of January which are listed in the newsletter.
* **Member Relations**

**Michael Barrington reported:**

* Michael will be responsible for following up with new members to be sure they are staying well-grounded within the organization.
* **Publicity:**

**Roger Craig for Paul Russell reported:**

* Committee is doing extremely well in attracting interest in Branch 116.
* **Assessment:**

**Fred Wachowicz reported**:

* Team members came up with a prioritized list of items that hopefully will encourage and retain membership. The list was presented to the BEC.
* A survey will be sent out to members for their input.
* A tri-fold pamphlet is also under consideration to be used in recruitment. Distribution would be through members.

**Little SIR Report:**

**Alan Pope reported:**

* Guest Speaker: The speaker will be Isidra Mencos who will speak about Spain from the end of the Spanish Civil War in 1939 through the country’s transition to a democracy after the death of its dictator General Francisco Franco.
* This month’s birthdays number 20.

**Miscellaneous Updates and New Business:**

* **Volunteers Needed**: Recruiting Assistants, Speaker Team Member, Member Relations Assistants, Publicity Assistants and Activity Leader Assistants.

**Area Representative:**

**Jay Gordon reported:**

* Volunteers: Jay discussed the importance of volunteers and how this should be initiated during the orientation process. This was his “best practice” idea which he is also trying to pass on to other branches.

**Adjourn:**

There being no further business, the meeting adjourned at 10:10 AM. The next meeting will be Monday, March 20, 2022.

**Respectively Submitted:**

**Paul Ramacciotti, Secretary**