

INCORPORATED

**LAS TRAMPAS BRANCH 116**

**Boundary Oak**

 **WALNUT CREEK, CA**

**BRANCH EXECUTIVE COMMITTEE MEETING MINUTES**

**January 15, 2018**

**Big Sir Marty Katz called the meeting to order at 9:30 am.**

**Secretary Fred Schafer confirmed a quorum was present. Executive Committee members in attendance were:**

**Big SIR Marty Katz**

**Little SIR Jerry Hicks**

**Secretary Fred Schafer**

**Assistant Secretary Dave Williams**

**Treasurer Jim Nickels**

**Assistant Treasurer Bob Shader, Al Satake**

**Membership Phil Goff**

**Directors**

**Peter Coggiola**

**Dave Harris**

 **Al Hutchko**

**Harry Sherinian**

**Norm Alberts**

**Paul Ramacciotti**

**Also attending were Committee Chairmen: Neil Schmidt, Kevin Donahue, Matt Arena, Alex Lutkus and Ron Armijo. Guests: Dick Thomson and Bob Donohue.**

**Agenda:**

**Big SIR Marty Katz reviewed the meeting agenda and asked if there were any additions or changes. There were none.**

**Secretary’s Report: Secretary Fred Schafer asked if there were any changes or corrections to the November BEC minutes as distributed. There were none. A motion to approve was made by Al Satake and seconded by Paul Ramacciotti. The motion was approved.**

**Treasurer’s Report:**

**Treasurer Jim Nickels reported the Form 28 Branch cash balance for the month ending**

**December, 2017 is $8,132.97. Our budget for 2017 ended with a negative balance of (538.36). This was caused by an increase in state SIR dues, branch officers being over budget – primarily due to a large number of plaques recognizing deaths this year.**

**We will be saving budget dollars in 2018 due to our Hot Line voice mail number now being free through google and our web page coming through the state SIR web site.**

**Attendance:**

**Kevin Donahue reported:**

**Current membership: 215**

 **Luncheon guests/visitors: 3 – Mike Yale guest of Tom Eller, Mark Robinson guest of Robbie Robinson and Ron Shahade, father of our speaker Monica Sanders.**

**Speakers: 1**

**Excused members: 31**

**Estimated Unexcused members: 20**

 **Estimated Luncheon attendees: 165**

**16 Unexcused Letters sent out for the November Lunch. 6 Paid**

**Membership:**

**Phil Goff reported:**

1. **Our current Branch membership is 215.**
2. **Brent Chaney moved from inactive to active.**

**Big Sir Report:**

**Big SIR Marty welcomed us to the beginning of his term as Big SIR. He will give a state of the Branch talk at the luncheon today instead of having a story teller. The theme will be RESPONSIBILITY.**

**Marty introduced Bill Holly, Region 5 Director and Walt Busenius, Area 16 Governor.**

**Little SIR Report:**

**Little SIR Jerry Hicks reported that today’s Luncheon speaker is Monica Sanders. She will speak about The First Tee.**

**Next month’s speaker is Michael Butler. Michael is the artistic director for the Center Repertory Company at the Lesher Center for the Arts.**

**Little SIR Jerry brought up that we needed to approve the Branch Activities for 2018 for insurance purposes. Norm Alberts made a motion to do so and Al Satake seconded it. The motion was approved. If the branch adds new activities during the year, they will be covered by our insurance, as long as the BEC has voted to approve them.**

**Jerry has formed a Speakers Committee.**

**Jerry will pass out an Activities Survey to all in attendance today. This will help for us to learn who is doing what and if there are other activities they would be interested in.**

**Other Committee Reports:**

**Membership Chairman Phil Goff spoke about our form 27 Monthly Membership Report. Our branch was down 19 members from the start of the 2017. Approximately 10-12 of the losses can be attributed to the move of our meeting location. Two other important reasons for branch’s loosing members are the average age of the membership, our branch went from an average age of 77 to 78 this year, and the attendance at our luncheons. We had an average attendance in the 170’s in 2016 and 160’s in 2017.**

**Bill Holly spoke about a trend of dropping membership in State SIRS. There are now 119 SIR branches. 1/3 of these branches gained membership in 2018. Those that gained have a strong emphasis on Recruiting New Members. Some acknowledge new members and guests on the front page of the newsletter. All new members should be recognized and emphasized at meetings. Ensure all guests have a sponsor who follows up with them during the meeting ending with asking for the sale (how did you like the meeting and would you like to join?). There should always be a welcome package for guests. New members should sit with their sponsors for the first 6 months. All members should carry SIR calling cards. All branch members should always introduce themselves to other members they do not know.**

**Having activities where the wives are invited to participate keeps members as members. Also, successful branches have active RAMP (Recruiting, Activities, Member Relations and Publicity). Some of the successful branches have BEC members as Chairmen of emphasis areas. Big SIR Marty has asked Little SIR Jerry to put together a RAMP program. Mentor and Involvement Programs are also a KEY to success.**

**Audit Committee: Ron Armijo has completed the audit of the branch treasury. It was very clean. Jim Nickels is to be commended.**

**Nominating Committee: Paul Ramacciotti will speak on this subject at today’s luncheon.**

**There being no further business, the meeting was adjourned at 10:30.**

**Fred Schafer, Secretary**

**Executive Committee**

**Area 16 Governor**

**Region 5 Director**

**All Support and Activity Chairmen**