

INCORPORATED

**LAS TRAMPAS BRANCH 116**

**Boundary Oak**

 **WALNUT CREEK, CA**

**BRANCH EXECUTIVE COMMITTEE MEETING MINUTES**

**February 17, 2020**

**Big Sir Michael Barrington 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 Michael Barrington**

**Little SIR Sam Beret**

**Treasurer Alan Fitzgerald**

**Assistant Treasurer Al Satake**

**Secretary Fred Schafer**

**Assistant Secretary Paul Ramacciotti**

**Membership Phil Goff**

**Directors:**

**Gary Boswell**

**Roger Craig**

**Al Farbman**

**David Harris**

**Jerry Hicks**

**Also attending were Department Heads: Fred Wachowicz, and Jim McCormick. Committee Chairmen: Alex Lutkus, Marty Katz, Mike Ward, Harry Sherinian, Ron Armijo, Mike Schneider and Dave Williams.**

**Secretary’s Report: Secretary Fred Schafer asked if there were any changes or corrections to the January 20, 2020 BEC minutes as distributed. There were none. A motion to approve was made by Al Satake and seconded by Gary Boswell. The motion was approved.**

**Treasurer’s Report:**

**Treasurer Alan Fitzgerald reported the Form 28 Branch cash balance for the month ending January, 2020 is $11,560.82. Alan reported our Budget for 2020 will be $1,615 higher due to added income.**

**Alan is still reviewing our use of VINMO. Its benefits include it is no cost to the branch and we don’t have to process member checks for deposit. He is working to fix the interface problems we currently having.**

**STANDING REPORTS:**

**Attendance:**

**Mike Schneider reported:**

**Current membership: 207**

 **Luncheon guests/visitors: 1**

**Speakers: 1**

**Excused members: 41**

**Estimated Unexcused members: 20**

 **Estimated Luncheon attendees: 155**

**10 Unexcused Letters sent out for the January Lunch. 4 Paid**

**Membership:**

**Phil Goff reported:**

1. **Our current Branch membership is 207.**
2. **1 new member, Don Nix sponsored by Bob Donohue, will be inducted at today’s lunch meeting.**
3. **2 members have resigned, Henry Haugse, moving from area and John Takacs, due to health issues. I member, John Peterson, Passed Away.**

**RAMP:**

**Recruitment Chair: Phil Goff, for Don Schroeder, reported we have 1 guest, Michael Yam guest of Conrad Robertson.**

**We had a good deal of discussion regarding the 11 guests last month and only 1 new member this month. Al Farbman suggested the Recruiting Chair should follow up with the guests. This was bounced around with the final result being that it should be the sponsor’s responsibility to follow up with the guest and get them to fill out the application from the guest packet. It was also suggested that we get a prospective member to attend one or more of our activities to make them even more interested in joining.**

**Activities Chair: Fred Wachowicz distributed the 2020 Branch Activity Goals which included the results of the recent desired “New Activities Suggestions” survey bar chart, 2020 Activity Coordination Goals, Member Activity Follow-up Guidelines and Overall New Member Process.**

**One of the results of Fred’s Activity Chairman meeting was the decision to go back of having individual Chairman Announcements at the luncheon meetings. How this will be accomplished for timeliness is a work in progress. It was also suggested that we go back to a pre-meeting bar set up similar to that we had at the Elks Club. It was also suggested that we have an Activity Recruitment Fair rather than a speaker one meeting/year with Kiosks for each Activity.**

**Publicity Chair: Jim McCormick up-dated us on our posting activity in Next Door. Tom O’Brien is now covering Walnut Creek. At the meeting, Michael Barrington said he will cover Clayton and Paul Ramaccotti will cover Pleasant Hill. It was suggested we try to highlight 1-2 of our activities in each months posting. Jim will co-ordinate this.**

**Member Relations Chair: Tom O’Brien was not present.**

**Spring Fling: No Report**

**Big Sir Report:**

**Business Cards: Phil Goff and Neil Schmidt came up with the idea of individual SIR Business cards with member name, phone number and email address imprinted on them. Phil made up 5 card packets for all the BEC members. They will now make cards for all Br. 116 members. These will be distributed next meeting when members pick up their name tags by Jim McCormick and Paul Ramaccotti. Jim will make a sweep of lunch tables to pick up the packets left behind to give back to the members at the next meeting. Phil will print new cards as we have new members join.**

**PA system: Neil Schmidt brought up to Michael that many members with hearing problems are having trouble following the meetings. Michael spoke with Mellissa and Br 146 regarding the problem. Each are researching it to try to come up with a solution.**

**Resignation of Henry Haugse: As mentioned earlier, Henry has resigned from the Board due to leaving the area. Michael spoke with Jerry Hicks, Nominating Committee Chairman, re suggested replacements. As a result, Michael has nominated Fred Wachowicz to fill the open position. After discussion, a motion to approve was made by Phil Goff and seconded by Alan Fitzgerald. The motion was approved.**

**Little SIR Report:**

**Little SIR Sam Beret reported that today’s Luncheon speaker is Anders Jepsen speaking about mapping Land Mines and UXO with Drones.**

**Old Business: Phil Goff suggested that Mike Schneider needs to track our habitual members that don’t attend meetings. Alan Fitzgerald says he has put together a program which can track “no shows”. It was decided that Member Relations Director Tom O’Brien call all those with more than 5 meetings in a row missed. Dave Williams Williams will also follow up.**

**Other Discussion: None**

**There being no further business, the meeting was adjourned at 10:38.**

**Fred Schafer, Secretary**

**Executive Committee**

**Area 16 Governor**

**Region 5 Director**

**All Support and Activity Chairmen**