

LAS TRAMPAS BRANCH 116

BRANCH EXECUTIVE COMMITTEE ZOOM MEETING MINUTES

June 21, 2021

Big Sir Sam Beret called the meeting to order at 8:31 AM.

Sam Beret confirmed a quorum was present.

The following members in attendance were:

**Executive Committee**:

 Big SIR - Sam Beret

 Little SIR - Fred Wachowicz

 Treasurer - Alan Fitzgerald

 Secretary - Paul Ramacciotti

 Assistant - Secretary Alan Pope

Membership - Phil Goff

**Directors:**

 Gary Boswell

 Roger Craig

 Kevin Donahue

 Al Farbman

**Committee Chairmen**: Neil Schmidt, Jerry Hicks, Dave Harris, Michael Ward, Mike Schneider, Don Schroeder, Paul Russell and John Riordan,

**Secretary’s Report:**

 Secretary Paul Ramacciotti asked if there were any changes or corrections to the May 17, 2021 Minutes as distributed. Phil Goff pointed out that information is stored on a cloud service called Box.com, not Dropbox as noted in the Minutes. With that correction being made, a motion was made to approve the Minutes by Fred Wachowicz and seconded by Phil Goff. The motion was approved.

Secretary Ramacciotti then asked if there were any changes or corrections to the May 27, 2021 Special Minutes. There were none. A motion was made to approve the Minutes by Gary Boswell and seconded by Sam Beret. The motion was approved.

**Treasurer’s Report:**

**Alan Fitzgerald reported:**

* May’s Budget vs Actual and Form 28 were emailed to BEC members.
* Bank balance at the end of May was $10,230.00 for the General Account and $14,323.00 for the Golf Account (less $1,344.00 due for CC payment and $190.00 in outstanding checks).
* Credit Card use since inception has been 393 transactions for a total of $17,444.00.
* Treasurer Fitzgerald recommended eliminating the Branch Venmo account for lack of use and potential misuse.

**Standing Reports:**

1. **Membership:**

**Phil Goff reported:**

* No activity concerning membership this month.
1. **Recruitment:**

 **Don Schroeder reported:**

* Two new potential members, both golfers. Don is hoping to have both inducted next month.
1. **Activities:**

**Mike Ward reported:**

* All activities are functioning except the Golf Clinic. Boundary Oak does not want to participate and Jeff Johnson (Golf Clinic Chair) is investigating another source.
* Dino-O-SIRS has not yet resumed gatherings. Smaller groups being considered.
1. **Member Relations:**

**Roger Craig reported:**

* Nothing to report.
1. **Publicity:**

**Al Farbman reported:**

* Continuing to use social media.
* A couple of golf courses have allowed Branch signs to be displayed.
1. **COVID Compliance:**

 **Kevin Donahue reported:**

* 121 members have turned in either one or both forms (five are missing one). 49 spouses have submitted forms in addition to six guests. Close to 60% of members have responded to e-mail.

**Big SIR Report:**

**Sam Beret reported:**

* Breakout rooms to begin at 11:30 AM. At 12:00 PM, Sam will open the luncheon meeting and address the membership, followed by Mike Ward addressing activities. Al Farbman will introduce the speaker (Dan McGovern). Lastly, the birthday boys will be honored.
* Sam raised the issue of restarting activities. The State Big SIR (Stu Williams) approves of reopening luncheons. Vaccination and waiver documentation must be in place, but masks do not have to be worn, indoors or outdoors, unless stipulated by the facility. There is no specific State guidance and each Branch sets its own time lines depending on the venue and catering availability. From the County, there are no capacity restrictions or social distancing.
* Sam stated that from a legal standpoint, it appears the Branch can start luncheon activities. BEC members concurred.
* Celebration Party: Marty Katz is coordinating. No discussions on having this event occur before luncheons resumed. Fred Wachowicz suggested that it would be better for luncheons to start first, and that the Celebration Party would be treated similar to the Spring Fling, possibly an outdoor activity. After further discussion, it was decided to start the luncheons first.
* Luncheons and Luncheon Start Date: Open discussion presented various arguments for starting in either July or August and related items to be acted upon. It was pointed out (Alan Fitzgerald) that no contract currently exists between SIR Branch 116 and Boundary Oak catering. This is a priority. Sam Beret recommended that Mike Schneider as the Luncheon chair, assisted by Alan Fitzgerald, be the contact persons to negotiate with Boundary Oak catering. BEC members concurred. Questions to be answered, 1) any limitations on attendance, 2) is a minimum number of attendees required, and 3) what’s the cost, and for how long will that cost remain in effect.

**July 19th Luncheon Start Date Motion:**

**Kevin Donohue made the following motion:**

* “That July 19, 2021 will be the start date for resuming monthly luncheons, assuming everything can be worked out satisfactorily with Boundary Oak catering. If July 19th doesn’t work, then the start date will be deferred to August.” The motion was seconded by Al Farbman and unanimously approved.

**Member Notification Process:**

**Roger Craig reported:**

* Roger will develop a procedure to notify members of the July 19th start date, e.g., e-mail, phone tree, postal service, etc. Roger stated that he needs confirmation on content and to impress upon members to have on file both the vaccination record and signed waiver form.

**Luncheon Notification Procedure:**

**Sam Beret reported:**

How are members to confirm attendance at luncheons? The credit card system is in place and available with a cut-off date. Al Farbman suggested member notification via RSVP.

**RSVP Motion:**

**Al Farbman made the following motion:**

* “Members will be required to RSVP attendance for the first luncheon.” The motion was seconded by Paul Ramacciotti. The vote was seven in favor of the RSVP method with one voting against. RSVP will be accomplished through the reservation phone number and e-mail.
* After the first luncheon, luncheon reservations will revert back to the old method.

**Credit Card Motion:**

**Kevin Donohue made the following motion:**

* “Use of credit cards for luncheons will begin in July.” The motion was seconded by Al Farbman. The vote was seven in favor of credit card use with one voting against.

**Restart Committee:**

**Sam Beret reported:**

* Committee members will be Fred Wachowicz, Sam Beret and Al Farbman (narrow focus)**.** Allan Pope will work with greeters. Mike Schneider and Alan Fitzgerald will coordinate the Boundary Oak catering contract. Kevin Donahue is coordinating the vaccination approval and waiver signing. Neil Schmidt is handling the technical issues, setting up the credit card activity and speaker. Gary Boswell will help with phone calls.
* As soon as Alan Fitzgerald gets the luncheon cost, he will inform the BEC and a decision to approve will be made via e-mail. An e-mail blast will be used to inform the membership. Membership will have to RSVP by July 12, 2021.

**Little SIR Report:**

* Today’s speaker will be Dan McGovern, former person in the DC Justice Department, and will be introduced by Al Farbman. The speaker in July will be Patrick Walsh, football coach at Serra High School, and will be via Zoom.

**Reno Golf Event:**

**Dave Harris reported:**

* Is any special permission needed to have golf and dinner in September? The general feeling is probably not. The Reno event is a sanctioned SIR 116 event. Reno city/county protocols may need to be researched.

**Indoor Activities:**

**Mike Ward reported:**

* Mike will send out an e-mail to all the Chairmen of the indoor activities informing them that these activities are open to those members who have submitted vaccination documentation and a signed waiver. There are 11 indoor activities.

**Vaccination Document and Waiver Motion:**

**Sam Beret made the following motion:**

* “From today on (June 26, 2021), the only requirements for Branch 116 indoor/outdoor activities are a vaccination document and signed waiver form”. The motion was seconded by Alan Fitzgerald and unanimously passed.

There being no further business, the meeting was adjourned at 9:53 AM.

**Respectively Submitted:**

**Paul Ramacciotti, Secretary**