

LAS TRAMPAS BRANCH 116

BRANCH EXECUTIVE COMMITTEE ZOOM MEETING MINUTES

January 17, 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 - David Ferm

Asst. Treasurer - Al Satake

Secretary - Paul Ramacciotti

Assistant Secretary - Alan Pope

Membership - Phil Goff

**Directors:**

Don Benioff

Dave Williams

Kevin Donahue

Al Farbman

Darrell McClaughry

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

**Area Governor:** Michael Barrington

**Secretary’s Report:**

Secretary Paul Ramacciotti asked if there were any changes or corrections to the December 20, 2021 Minutes as distributed. There were none. A motion was made to approve the Minutes by Roger Craig (seconded by Don Schroeder). The motion was unanimously passed.

Secretary Paul Ramacciotti then asked of there were any changes or corrections to the January 7, 2022 Minutes as distributed. There were none. A motion was made to approve the Minutes by Al Satake (seconded by Darrell McClaughry). The motion was unanimously passed.

**Standing Reports:**

1. **Membership:**

**Mike Schneider reported for Phil Goff:**

* Currently, the branch has 195 active members, with three members being removed in January (one death and two resignations).

1. **Recruitment:**

**Don Schroeder reported:**

* Very little to report. One person who had shown some interest decided not to join, and Don is waiting for a second person who has also shown interest to respond.

1. **Activities:**

**Mike Ward reported:**

* Outdoor activities currently operating are: Golf (9 and 18 hole) and Golf Clinic, Pickle Ball (every Friday), Amiable Amblers, and the Fishing Group.
* Indoor activities currently operating are: Book Club I, Book Club II, Mexican Train, Wine-O-SIRS, Dine-O-SIRS, and SUMS Investment.
* New activities being implemented this year are:
* Travel, both foreign and domestic. Jeff Johnson will be the activity chair. Travel venues will be highlighted monthly in the Trampas Topics newsletter. The program will “piggy back” with local agencies.
* Community Service Activity, also chaired by Jeff Johnson.
* New activities being considered for this year include:
* Cooking lessons, table tennis, small group dinners, stock Investing, wine and beer making, opera, photography, bowling and CPR.
* Activity leaders were called to get an update of activity and all the current leaders will be in place in 2022. There will be a couple of changes concerning assistants.

**Fred Wachowicz reported:**

* Fred asked for a motion to approve the detailed list of activities that Mike will send to Secretary Ramacciotti to be recorded in the Minutes (Attachment 1). A motion was made by Al Satake (seconded by Paul Ramacciotti). The motion was unanimously approved.

1. **Member Relations (open position):**

**Fred Wachowicz reported:**

* People are being talked to who might be interested in taking over this position. Emphasis will be placed not only in recruitment of members, but also in the areas of growth and retention. The RAMP team will meet on a monthly basis to help facilitate this goal.

1. **Publicity:**

**Al Farbman reported:**

* The focus will be more on specific activities (e.g., golf and golf clinic), since these activities are basically what attracts new members.
* Efforts are being made to get more people involved in the Publicity arena.
* Keep publicity items short and focused.

1. **COVID Compliance:**

**Kevin Donahue reported:**

* Kevin recommended not upgrading the vaccination information sheets to include booster shots.
* Kevin also pointed out that many of the existing protocols are outdated. Protocols should be fluid enough to automatically adjust to Federal, State and County requirements as they change.
* A motion was made by Alan Fitzgerald (seconded by Paul Ramacciotti) to accept Kevin Donahue’s “general compliance protocol” (Attachment 2), and have it apply to all SIR activities. This COVID requirement document will supersede all previous requirement documents pertaining to SIR activity protocols and become the COVID guidance for all activities, including luncheons. The motion was unanimously approved. This document will be posted on the main website. The document will also be passed on to the SIR insurance for review.

**Big SIR Report:**

**Fred Wachowicz reported:**

* **Goals for 2022:**

1. Conduct first quarter assessment of key Branch issues coming out of the COVID situation. An assessment team (seven members) would conduct its assessment during the first quarter. The focus is the status and health of Branch activities, interest in new activities, and shared activities with other branches.
2. Attract and retain membership with a target increase of 15% above post-COVID number count. Focus will be on determination of a dues amount for 2022, increased spousal participation, incentives to bring in new members and more support to the publicity function.
3. Get more members involved with Branch operations and activities. More direct contact with members.
4. Establish a community service pilot activity for interested members.
5. Plan a post COVID social event in the Spring, if possible.
6. Communicate Across the Board with more direct member contact.
7. Update luncheon meeting format in support of more social interaction.

* **Motion to approve 2022 goals:** A motion to approve the 2022 Goals as presented was made by Al Farbman (seconded by Al Satake). The motion was unanimously passed.

**Treasurer’s Report:**

**Alan Fitzgerald reported:**

* **Proposed 2022 Branch 116 Budget**: Charge for the monthly luncheon will be $31.00. Dues are set at $10.00 per member. Another source of revenue is the 50-50 drawing, now down to nine luncheons. Supplies and distribution has been increased, with a new item, Awards and Promotions, being added. An amount for publicity software is also included with publicity being increased to $1,000.00. The catering subsidy is based on nine lunches. The other recurring expenses are either the same or just slightly more. The end result is a net loss for the year of approximately $1,200.00. The monthly birthday expense is currently understated but will be adjusted.
* **Motion to approve the 2022 Budget**: A motion to approve the Branch 116 Budget, with adjustments, was made by Dave Williams (seconded by Phil Goff). The motion was unanimously passed.

**Little SIR report:**

**Roger Craig reported:**

**Guest Speaker:** Today’s guest speaker is Jeff Davidson, who will talk about his 500-mile pilgrimage on the Camino de Santiago (France through Spain).

**Old Business:**

**Boundary Contract and Pricing:** This function has been coordinated by Alan Fitzgerald and Mike Schneider. No further update to report except that the price of the luncheons only increased by approximately $4.00 per person.

**New Business:**

**February Meeting:** After much discussion, it was decided to defer a decision and keep options open for having an in-person luncheon.

**2021 Audit:** Ron Armijo gave an update. A preliminary zoom meeting was held. In addition to Ron and Alan, those attending were Harry Oberle and Alan Pope (golf). The next meeting will be an in-person on January 25th. The Branch audit will be completed and golf protocols will be reviewed. The focus of the 2021 audit is third party transactions affecting the Square protocols, which allows third parties to make adjustments to Branch books, e.g., make deposits and withdrawals. The banking system that is being used by the golf function will also be reviewed. The report will be completed by the end of January.

**Adjourn:**

There being no further business, the meeting adjourned at 10:17 AM.

**Respectively Submitted:**

**Paul Ramacciotti, Secretary**