



Contra Costa Branch 146
Minutes of the Branch Executive Committee Meeting
Boundary Oak-Lakeview Room

April 10, 2014

CALL TO ORDER

Big Sir Doug Eisner called the meeting to order at 9:02 am, welcoming 12 BEC members, and 12 committee chairmen and guests.

BEC ROLL CALL/QUORUM

All 12 officers and directors of the BEC were present.

APPROVAL OF MINUTES

Minutes for the March 13, 2014 meeting were approved as written.

BIG SIR'S REPORT (Doug Eisner)

- Honorees Committee Chairman **Dennis Hallett** will present the Certificate of Appreciation to **Bill Roberts** at today's luncheon.
- Special Auditor review of Golf Committee bookkeeping: **Steve Siljestrom** is auditing the Golf Committee's accounting and reconciliation procedures for 2013 and prior years to implement one of the recommendations in the 2013 Audit Report. His review of 2011 through 2013 financials is in its information gathering stage and is progressing. **Steve** requires more time to complete his review as this tax season has been a busy and demanding time. **Steve** intends to report his findings/recommendations to the BEC in May or June.
- After discussion in March, the BEC unanimously approved the provision found on page 23 of the 2014 Sir Leaders Guide pertaining to Directors and Officers Liability Insurance Coverage because Branch 146 cannot afford to purchase this type of liability insurance and the Branch elected to be covered by the provisions of Section 5239.

However, the memo dated, March 13, 2014, from **Angelo Coero**, State Sir Insurance Chairman, advises all Sirs Branches that they are covered under the State's new blanket insurance policy, effective March 1, 2014, and that this policy provides Directors and Officers liability coverage. The current policy will be renewed on May 1, 2015. It is no longer necessary to rely upon Section 5239 of the California Corporations code.

In response to **Jeff Baily's** question at the March, 2014 meeting regarding Liability Insurance coverage for the Sir Call Editor, **Big Sir Doug Eisner** has determined through **State Sir Officer Dick DeVoe** that all branch 146 members are covered in this regard by the State Sirs insurance policy during the performance of branch duties, affairs or activities.

- **Region 6 Director Dean Steichen and Area 2 Governor Gary Plisco** have formed A Membership Support Committee. The committee's purpose is to discuss ways of improving membership levels to enhance the viability of branches within our area and region. **Walt Schick** from Branch 8 will be leading the charge as committee leader and **Ron Binder (Recruitment)** will be Branch 146's representative to this committee. The first meeting will be held in April.
- The BEC agreed that a business meeting is not required on May 8th preceding the Ladies Day Luncheon. Should any business develop needing BEC attention (i.e. the Special Auditor's Report or new member approval), the BEC can handle by e-mail, including a vote.
- A member put forth this topic to **Doug Eisner** for BEC discussion/consideration: "Should Branch 146 subsidize or entirely pay for a guest's luncheon?" No decision will be made today. BEC members were asked to informally poll members, pointing out pro and cons. This subject will be further discussed at June's meeting including potential cost. Several points were raised. Some members now pay for their guest's luncheon. We are participating in an Area 2 mailer which offers a \$10 discount to a guest with a mailer coupon. So far, no guests have been referred to us.

LITTLE SIR'S REPORT (Bill Holly)

- Today's speaker is Daniel Borenstein, award winning columnist for the Bay Area News Group, which includes the Contra Costa Times. This is Dan's 2nd appearance at one of our luncheons. Dan holds undergraduate and master degrees from the University of California in Journalism, Political Science and Public Policy. Dan will speak on "Understanding Public Employee Pensions" which is the emphasis in most of his weekly newspaper columns.
- The entertainment at May's Ladies Day luncheon will be approximately 20 members from the East Bay Banjo Club from Martinez. They have won numerous awards and their fee is \$200.00.
- To date, there are 6 pending "no shows" that have not paid but have been contacted by email or phone. There is one (1) holdover from January's luncheon (who has promised to pay), and one (1) from February's luncheon, as well as four (4) from March's luncheon.
- No new information to report relative to our Branch's 25th Anniversary celebration at October's luncheon.

SECRETARY'S REPORT (Walt Busenius)

Nothing to report

TREASURER'S REPORT (Chuck Campbell)

The Treasurer's report for March, 2014 was accepted as submitted and can be viewed on the branch website.

- We began the month with a cash balance of \$24,195.80 and ended the month with a balance of \$23,407.85.
- Again in March, luncheon receipts exceeded the CourseCo bill.
- All dues are current.
- **Chuck** estimates the year-end balance will be approximately \$19,000.00. To calm any concern about a high balance, the Big Sir and several BEC members expressed the opinion that our high balance does not violate any laws/regulations relative to our non-profit status or State Sir by-laws/guidelines. It is good to have a cushion as a safety net to cover either anticipated or unexpected expenses that may arise.

COMMITTEE CHAIRMEN REPORTS:

Activities Coordinator (Jerry Kaplan)

- The Branch Activities Coordinators in Area 2 still have not met.
- Before today's luncheon, we will have these activities tables: Travel with **Bob Spellman**, Fishing with **Paul Dubow**, Hiking with **Rich Ahlf**, Photography with **Richard Hockenbrock**, and Bocce Ball with **Martin Lyle**.
- The website activity calendar is still being maintained by **Bill Holly**.
- We have 40 activities and continue to receive suggestions for new activity groups.

Biographies (Paul Dubow)

- There are now 79 bios on the website. The submittal of bios has slowed.
- All BEC officers have submitted their bios. New members are submitting their bios; however, approximately one-half of the new members since January have not submitted bios. It was suggested that the bios be written from the information used by their sponsors to introduce them at the luncheon. **Ben** to talk up importance of new member bios during their orientation meeting after the luncheon.
- To send another e-mail blast in June to the membership explaining how easy it is to submit bio information and have it written.

Communications (Jeff Baily)

Jeff announced his resignation as the Sir Call Editor, effective September 30th. Two (2) years ago, **Jeff** began his 2nd stint as Editor. **Jeff** was commended for his hard work and dedication in producing the Sir Call in a timely, attractive and informative manner. **Jeff** is more than willing to help his replacement in order to have a smooth transition. The BEC and **Jeff** will step up the search for a replacement as well as an assistant editor.

Ladies Day Luncheon (Steve Dawkins)

To date, only 32 people have committed; however, this is typical at this point in time. By the luncheon date, over 200 people are expected to be in attendance. The sign-up sheet is in the Sir Call. The table settings will be pink and blue. Luncheon cost is \$28.00 per person.

Luncheon Attendance (Baha Zarah)

The total count of **234** for lunch today is based on a membership base of 265, and includes a combination of 1 new member, 5 guests, 1 visitor, and 1 speaker, and (39) excused absences. Total Guaranteed to CourseCo is **217**. Allowing for 5% overrun, **228** meals will be prepared with 55% Fish and 45% meat.

Membership (Ben Gleason)

- The BEC approved 1 new member: **Todd W. Lockwood**, badge #134 sponsored by **Dale Lindholm**. **Todd** transferred from Branch 116.
- **Robert Kouba**, approved last month for membership, has resigned due to another commitment that will prevent him from attending monthly meetings. **John Demos** died on March 27th.
- **Bob Madge** and **Bob Wheaton** have become inactive because of illness. **Don Tubb** died on March 22th and **Wiley Gilvin** resigned after 2 years being inactive. As a result, our inactive roster remains at 26 members.
- After the above changes, the total membership count will **decrease by 3 to 265 members**. There are 6 Honorary Life Members.
- **Ron Binder** and **Ben Gleason** will work together to improve the procedure for processing guests and new members. This includes notifying **Baha** and vice-versa.

Member Relations (Brad Hatcher)

The final draft of the “Sponsor Role and Guidelines” handout, along with the proposed cover letter to sponsors, was further discussed. The importance of giving Sponsors as much information as possible was reiterated. A few more suggestions were made prior to and during the meeting to incorporate into this draft. The BEC was asked to submit any additional comments/suggestions to Brad by Sunday, April 13th so the final version can go to press and appear on the website. The handout has been well received by the BEC and **Brad** was commended for his hard work. It was pointed out that there are guest/new member table(s) and an overflow table set up at monthly luncheons.

Nominating (Terry Marchione)

This committee, consisting of **Terry Marchione**, **Jim Burk** and **Pete Gates** presented its report to the BEC in a Confidential Executive Session immediately following this open meeting.

Publicity (Al Munayer)

- Because of the May Ladies Day Luncheon, there will be no request for publicity sent to the Contra Costa Times.
- To reach out to Human Relations Departments in the region to inform them of the opportunities and activities of Branch 146. In return, it is hoped these companies will share this information with their employees about to retire or even already retired. Branch 8 has made an effort to talk to groups of large companies to recruit members. **Big Sir Doug** will advise **Al** of Branch 8’s contact person.

Recruitment (Ron Binder) Nothing additional to report.

Sunshine (John Pearl)

There are **5 Sirs** on April's report and one get well card will be mailed this month. On a very sad note, **Sir Don Tubb** died on March 22nd and **Sir John Demos** died on March 27th.

Travel (Bob Spellman for Ken Richter) the following four (4) Form 53 Requests for Approval of Branch Travel Events were submitted to the BEC and all were unanimously approved:

- *Sacramento Music Festival* --- May 23, 2014 to May 26, 2014.
- *Santa Cruz Follies* --- September 10, 2014, through Travel/Center Tours & Travel, CST#1002945-40.
- *A Seine River Cruise: Paris & Highlights of Normandy* -- August 21, 2015 to August 31, 2015. Vantage Travel -- CST# 2071328. River boat from Paris to Normandy and back to Paris.
- *French Waterways* – August 31 2015 to September 10, 2015. Vantage Travel – CST# 2071428. River boat from Lyon to Tarascon, France.

Day at the Races: **Bob Spellman** has submitted Form 52, Travel Event Financial Report and Form 59 Guidelines, finalizing the day at the races held on March 20, 2014 at Golden Gate Fields in Albany, CA.

Webmaster (Ron Plachy) No Report

Reports from Other Chairs:

- **Baha Zarah---Easter Candy Sales:** No one contacted **Baha** to purchase See's Candy vouchers from Costco.
- **Monterey Mashers Golf Tournament:** Lew Thompson has submitted Form 52, Travel Event Financial Report, for the tournament held from 3/30/2014 through 4/2/2014 in Monterey, CA. to the required Branch and State Officers.

OLD BUSINESS: None

NEW BUSINESS: None

ADJOURNMENT: Open BEC Meeting was adjourned @ 10:10 am.

NEXT MEETING: Thursday, June 12, 2014 at 9:00 am.

(Submitted by Secretary Walt Busenius)

Attachments:

1. Attendance Roster March 13, 2014
2. March 13, 2014 Insurance Coverage memo from Angelo Coero, SIR Insurance Chairman
3. Luncheon late and no show list
4. Treasurer's Report and Form 28 (Campbell)
5. Luncheon Report (Baha)
6. Membership Report and Form 27 (Gleason)
7. Final Draft: Sponsor Role and Guidelines Handout with cover letter (Hatcher)
8. Sunshine Report (Pearl)
9. Sir Form 53, Request for Approval Branch Travel Event: Sacramento Music Festival, 5/23/14 to 5/26/14.
10. Sir Form 53, Request for Approval Branch Travel Event: Santa Cruz Follies, 9/10/14.
11. Sir Form 53, Request for Approval Branch Travel Event: Seine River Cruise, 8/21/15 to 8/31/15, Vantage Travel.
12. Sir Form 53, Request for Approval Branch Travel Event: French Waterways, Lyon to Tarascon, France, 8/31/15 to 9/10/15, Vantage Travel.
13. Sir Form 52, Travel Event Financial Report, Day at the Races, 3/20/2014.
14. Sir Form 52, Travel Event Financial Report, Monterey Mashers, 3/30 to 4/1/14.