



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

**August 14, 2014**

**CALL TO ORDER**

**Little Sir Bill Holly** called the meeting to order at 9:02 am, welcoming 10 BEC members, and 13 committee chairmen and guests.

**BEC ROLL CALL/QUORUM**

A quorum was present as 10 of 12 officers and directors were present. **Big Sir Doug Eisner and Director Paul Dubow** were absent.

**APPROVAL OF MINUTES**

Minutes for the July 10, 2014 open meeting were approved as written.

**BIG SIR'S REPORT (Doug Eisner)**

**Big Sir Doug Eisner** was unable to attend this month's BEC meeting, which, accordingly, was led by **Little Sir Bill Holly**.

\*\* **Correction to July minutes:** "This slate, published in the July 2014 Sir Call, will be announced with introductions at today's (~~June~~ **July**) meeting."

**LITTLE SIR'S REPORT (Bill Holly)**

1. **Meeting on July 30<sup>th</sup> with CourseCo Executives to Discuss Renovation Schedule** was attended by **Sir Doug Eisner, Little Sir Bill Holly and Secretary Walt Busenius**. Representing CourseCo were Tom Bugbee, VP Operations, and Brian Dutler, GM Boundary Oak. The attached report details the current status of the project. The City of Walnut Creek will be the Project Manager for the project.

Phase 1 –2015—will start in January with inside construction that could affect our luncheons (to the bathrooms, hallway, etc.). This would be completed by May 1<sup>st</sup>. As a remedy, CourseCo proposes to rent deluxe bathroom facilities for our use and will request no construction activity and provide a clean meeting area when our luncheons are held. Later in 2015, during the summer, exterior work should commence, wrapping up in the Fall. This is their current estimated work schedule which could be subject to change.

Phase 2 will be done during 2016. This work will make the kitchen unusable for an unknown number of months, but will not affect the luncheon room. CourseCo is proposing to employ an outside caterer, to be included in our 2016 contract with them, to provide our lunches to facilitate our not moving to a different location.

Phase 3 – 2017 -- is uncertain at this time.

In the event Branch 146 determines it has to move to start 2015, **Doug Eisner** has already placed a hold on the Concord Hilton for the first 6 months of 2015. Our meeting date would be the 4<sup>th</sup> Monday, but this is subject to change. Branch 8 currently meets at the Hilton on the 2<sup>nd</sup> Monday and finds the facilities and their service to be satisfactory.

After a fruitful discussion, an advisory vote was taken. Right now, the board members attending this meeting preferred to stay at Boundary Oak through 2015 to see what happens with Phase 1 construction. The BEC was requested to continue polling members informally about their thoughts on where to hold our meetings during construction, considering pros and cons.

2. **The Election of 2015 Branch Officers & Directors** will take place at today's luncheon. Because Little **Sir Bill Holly** is running for Big Sir, Terry Marchione will conduct the election. It is the same slate listed in July's Sir Call and July's BEC minutes. Before the actual voting, additional nominations will be accepted from the floor.
3. **Update 2015 Administrative Chairman:** The Travel Chairman **Ken Rickter** would like to have an Assistant Chairman to groom as a replacement. The Member Recruitment Chairman **Ron Binder** wishes to step down after 6 years. Both Chairmen will make their requests at today's luncheon.
4. **State SIR Meeting was held August 4<sup>th</sup>:**
  - **Little Sir Bill Holly** attended the meeting as our representative in place of **Big Sir Doug Eisner**.
  - The South Lake Tahoe Branch was given approval to include venues in Nevada.
  - Next year's President wants to have annual meeting in Reno and to change date from 1<sup>st</sup> week in August to a later date also in August.
  - **Officers for 2015: President Bobby W. Hairston; Vice President Donald Dill; Secretary Derek Southern; Assistant Secretary Ron C. Flagel; Treasurer Karl E. Ryden; Assistant Treasurer Harold J. D'Ambrogia.**
  - Little Sir Leadership Training will take place October 2<sup>nd</sup> at the Veterans Hall in Lafayette, CA. for Areas 4, 6, 10.
5. **Sir Tom (Robby) Robinson**, Branch 116, was nominated for **2015 Area 2 Governor**.

6. To reiterate, Branch 146 does not condone the use of illegal or banned substances at branch activities. The reference to smoking a joint at last month's luncheon was meant in jest and not as a statement of intent. This is also an insurance manner.
7. Today's speaker is Mr. Nan Su whose presentation is titled: "*Shen Yun – Reviving 5,000 years of Chinese Civilization*". Mr. Su has made many speeches the past decade on China-related topics, especially human rights issues inside China. Mr. Su was instrumental in making San Jose the first stop of the torch relay in North America before the Beijing Olympics. Since 2011, his presentation has been given to over 200 clubs in the Bay Area including 24 SIR branches.
8. To date, there are 6 pending Luncheon "No Shows". From July, there are 2 remaining, and there are 4 holdovers going back to April. Six (6) prior "No Shows" were resolved last month.
9. Plans for our Branch's 25<sup>th</sup> Anniversary celebration at October's luncheon continue to progress very satisfactorily. The celebratory couple's dinner dance will be held on October 8<sup>th</sup>, the day before the Anniversary luncheon. **Bill** has talked to CourseCo's Food and Beverage Director about Champagne and their Chef Arturo about an upgraded menu. **Pete Gates** has made historical information available the speakers.

### **SECRETARY'S REPORT (Walt Busenius)**

1..... Branch regulation #48 is now included in the Branch Regulations. The updated Regulations also appear on the Branch website. B.R. 48 was passed October 11, 2012 but was accidentally excluded from our Regulations until August 8, 2014. B.R. #48 states: "The BEC may delegate approval in the appointment of certain Committee Chairmen/Coordinators/Members, but shall retain sole authority to remove any appointment."

2..... B.R. #45 states "Listing Activities in the Newsletter satisfy the requirement of Executive Committee approval". This regulation was passed in 1998. In today's world, it is preferred that the BEC actually discuss and approve new activities during a monthly meeting for insurance verification. Listing in the newsletter is not the same as actual BEC discussion and approval. This subject was tabled until a later meeting to give more time to consider a recommendation.

3..... The Minutes of BEC meetings can be viewed on the Branch 146 website.

## **TREASURER'S REPORT (Chuck Campbell)**

The Treasurer's Report for July 1, 2014 was accepted as submitted and can be viewed on the branch 146 website. Copies attached.

- We began July with a cash balance of \$19,132.86 and ended the month with a balance of \$21,104.44.
- The very positive difference this month between receipts and expenditures resulted primarily from the travel cost for the upcoming tour of Levi Stadium being paid in June to the tour operator in advance of travel receipts being deposited in July from the tour participants.
- July luncheon receipts exceeded luncheon cost by \$324.00.
- We are currently within this year's budget. By the end of 2014, we will exceed budget because of the celebration of our Branch's 25<sup>th</sup> Anniversary.
- All dues for 2014 are current.

## **COMMITTEE CHAIRMEN REPORTS:**

### **Activities Coordinator (Jerry Kaplan)**

- The Branch Activities Coordinators in Area 2 met on Friday, July 18<sup>th</sup> following the Area 2 Membership Support Committee in the downtown Walnut Creek Library. **Jerry** was unable to attend due a scheduling conflict but **Bruce Borgman** was able to represent our Branch.
- **The BEC unanimously approved the Mexican Train Dominoes and the Acoustic Musicians as activities sanctioned by Branch 146.**
- Activity tables before the luncheon will be manned by **Sid Landman** (recruiting a new Bridge group), **John Pearl** (Cribbage), **Jerry Kaplan** (Mexican Train Dominos), **Dick Kincaide** (25<sup>th</sup> Anniversary Dinner Dance in October).

**Biographies (Paul Dubow)** No report – absent from meeting.

### **Communications (Rich Hockenbrock for Jeff Baily)**

- **Rich Hockenbrock** was introduced as the new Editor of the Sir Call and will be deeply involved in producing September's issue.
- **Jeff Baily** will continue to send out e-mail blasts to the membership. The matter of a back-up address book, maintained by the **Little Sir** and used by him if **Jeff** is unable to send out e-mail blasts, was brought up from the floor by a past **Big Sir**. It was stated that, in past years, the **Little Sir** had independently performed this duty, but with technical difficulty. **Walt Busenius** will contact **Jeff** to discuss the coordination of a back-up address book for the use of the **Little Sir** should the need arise.

### Growth Coordinator (Bruce Borgman)

- **Bruce Borgman and Walt Busenius** attended the Area 2 Membership Support Committee Round table in the morning, July 18, 2014 and the Activities Support Meeting in the afternoon. Both committees are chaired by Walt Schick and Tony DeLosada from Branch 8.
- The Membership Support Round Table centered on recruitment efforts using promotional tools such as the SIR Invitation Card, the SIR Bumper Sticker, the Trifold Brochure and Promotion Brochures aimed at golfers, bowlers, fisherman and wives. **Bruce** opined that it is more effective for our membership and their wives to actively pass out these materials and to talk about the benefits of Sirs to their friends and community contacts, than it is placing brochure holders in barbershops or standing in front of supermarkets or at Farmer's Markets attempting to recruit new members.
- The afternoon Activities Support Meeting was attended by the morning session participants who were mostly Little Sirs. Most of the ideas we have already heard regarding starting new activities, promoting activities, involving new members in activities, especially as Assistant Chairs. These are ideas used with reasonable success within Branch 8 and worth considering.
- A motion was made, seconded, and approved granting the Publicity Chairman and the Growth Coordinator \$200.00 to share in purchasing promotional materials.

### Honorees (Dennis Hallet)

There has been a problem finding information to determine honoree awards for long time members, especially to create their point status over a 20 year period. Biographies and other forms of statistical data that are now being kept will help alleviate this situation in the future.

### Ladies Day Luncheon (Steve Dawkins) No Report

### Luncheon Attendance (Baha Zarah)

The total count of **227** for lunch today is based on a membership base of **267**, and includes a combination of **4** new members, **6** guests, and **2** speakers, and **(52)** excused absences. Total Guaranteed to CourseCo is **204** after allowing for **(23)** post deadline/"no show" absences. Allowing for 5% overrun, **215** meals will be prepared with 55% Fish and 45% meat. Also see attachment.

### Membership (Ben Gleason)

- The BEC approved 4 new members: **Thomas F. Falce**, badge #92, sponsored by **Rob Melrose**; **Frank T. Sonada**, badge#193, sponsored by **Bob Bogardus**; **Peter Plante**, badge#277, sponsored by **Hank James**; **Harvey S. Oxman**, badge#224, sponsored by **Sid Landman**.
- **Jack Hockel**, badge#220, has resigned.
- No change in status to the inactive Roster. As a result, our inactive roster remains at **24** members.

- After the above changes, the total membership count will **increased by 3 to 270 members**. There are **6** Honorary Life Members. The Membership Report and Form 27 are attached.

#### **Member Relations (Brad Hatcher)**

- **Brad** passed out a Draft Version of the 2014 Member Survey for review and suggestions that should be submitted to him ASAP. It is similar to last year's but with some improvements. Copy attached.
- This year's survey will go out to the second one-third of our alphabetical membership list. Last year the first one-third was surveyed. The intent is to conduct this year's survey in the very near future so the results can be tabulated and made available early this Fall.

#### **Publicity (Al Munayer)**

- Al will send out information about the September Luncheon to the Contra Costa Times.
- Al will develop a process with **Bruce Borgman** to order promotional brochures and produce invitation cards. Members would use these invitation cards as another tool in helping to seek out prospective members.

**Recruitment (Ron Binder)** There will be 6 guests at today's luncheon. **Ron** announced that he would like to step down after another Sir comes forward to replace him.

**Sunshine (John Pearl)** John submitted The Sunshine Report: copy attached. On the list are **Howie King, Dave Obera, Bob Donahue, and Bob Darius**. Past member **George Knies** died July 30, 2014.

**Travel (Ken Richter)** Based on the size of the waiting list after the first tour was sold out and the expected demand, the **BEC** unanimously approved a second tour of Levi Stadium. This new tour will also be offered to other Area 2 branches:

- **Levi Stadium (49ers) Tour** – **BEC** approved Sir Form 53, Request for Approval of Branch Travel Event for a one day bus tour on 10/27/2014 through Travel Center, Tours and Travel, CST# 1002945-40, that includes a tour to Levi Stadium and lunch afterwards. See attached.

**Webmaster (Ron Plachy)** Currently an application for membership can be printed through a link on our home page and completed manually. **Ron** will update our home page so the attached SIR form 2, Application for Membership Or Transfer, can be filled out on line and printed by an applicant for submittal through his sponsor to the **BEC** for approval. See attachment.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**ADJOURNMENT:** Meeting was adjourned @ 10:50 am.

**NEXT MEETING:** Thursday, September 11, 2014 at 9:00 am.

**(Submitted by Secretary Walt Busenius)**

**Attachments:**

- 1.Attendance Roster August 14, 2014
- 2.Meeting on Boundary Oak Renovation held 7/30/2014.
- 3.July 2014 Late and No-Show List
- 4.Branch Regulation Attachment
- 5.Treasurer's Report and Form 28 (Campbell)
- 6.August Lunch Count Table (Zarah)
- 7.Membership Report and Form 27 (Gleason)
- 8.Draft: Branch Member Survey 2014 (Hatcher)
- 9.Travel Form 53 – Request for Branch Travel event to Levi Stadium 10/27/14  
with brochure. (Richter)
10. Sunshine Report (Pearl)
11. Fillable pdf Membership Application (Plachy)