



SIR State Board Meeting
October 23, 2025 – 3:00 pm

Agenda

Opening and Verification of a Quorum

Note: Vice President Fred Serena will be chairing this meeting.

Vice President’s Introductory Remarks

Transition Meeting October 31, commencing at 10 am.

President’s Introductory Remarks

Status of Closed Branches with the Secretary of State

Report on Meeting with Branch 95

Initial presentation re use of Outside Directors

Committee appointed to address future planning

Saturday, November 15, 2025 - Location to be determined

Consent Calendar:

Note: If approved collectively:

Motion: “It is moved that the each of the items on the Consent Calendar are approved.”

1. Approve Minutes for the August 26, 2005, Annual Meeting. **See, Exhibit 1**

Motion: “It is moved that the Minutes for the August 26, 2005, Annual Meeting be approved.”

2. Approve Minutes for September 25, 2005, Board Meeting. **See, Exhibit 2**

Motion: “It is moved that the Minutes for the September 25, 2005, Board Meeting be approved.”

3. Approve Financial Statements for September 2025. **See, Exhibit 3**

Motion: “It is moved that the Financial Statements for September 2025 be approved.”

Director Reports:

- | | |
|--|--------|
| 1. Director of Marketing and Communication | Andy |
| 2. Director of Branch Support | John |
| 3. Director of State Documents | Bruce |
| 4. Director of Activities | Mike |
| 5. Chief Information Officer | Ramesh |

Old Business:

1. **2026 Budget:** **See, Exhibit 4**

Discussion of Current Version of the Draft Budget. Discussion of any amendments necessary. All anticipated marketing expenses, training expenses, AR expenses and any administrative expenses should be included.

If a budget is finalized:

Motion: “It is moved that the 2026 Budget as finalized at this meeting be approved.”

2. **2026 Branch Assessments:**

Discussion and determination of the assessment amount required for 2026 pursuant to the revised budget.

Motion: “It is moved that the assessment per branch member for 2026 shall be _____”

New Business:

1. **Finalization of Job Descriptions:** **See, Exhibit 5**

- Finalize the Job Description for the 2nd Vice President as assuming the role of the AR Coordinator.

- Finalize the Job Description for an Area Representative: **See, Exhibit 6**

2. Revise Our Polices for Area Representatives:

Under our present policy, the branches within an Area are to elect their Area Representative. Unfortunately, this policy has not been successful in most instances. In many areas, the branches don't coordinate to appoint an AR and indeed do not respond when a branch takes the lead on encouraging compliance with the policy. This has led to State Officers and Directors having to step in and act as Area Representatives.

Accordingly, it is being proposed that this procedure be deleted and replaced with a procedure which allows the Vice President to appoint Area Representatives subject to Board Approval.

Motion: "It is moved that Policy 41 be amended to delete existing paragraphs E, F and G in their entirety.

It is further moved that the following become paragraph E of Policy 41:

As openings arise, it shall be the responsibility of the Vice President, which may be delegated to the 2nd Vice President, to find and recommend to the Board of Directors, members to act as, and hold the office of, Area Representative. The Vice President shall submit to the Board sufficient information about the qualifications of each member being recommended for the position of Area Representative to enable to Board to confirm the appointment of that member to that office. Upon confirmation of the appointment by the Board, the Vice President will appoint the approved member to be an Area Representative.

It is further moved that current paragraph H of Policy 41 be redesignated as paragraph F."

3. Consideration of a Program to Assist Branches with AEDs:

We believe that there are branches that do not have access to AEDs during their luncheons and other activities. With the assistance of Jack Reefer, Fred has ascertained the approximate cost of an acceptable AED. Fred will outline a program whereby we can, if we elect to do so, assist branches without access to an AED to acquire one.

4. Appointment of New Area Representatives:

Motion: “It is moved that Wes Howard from Branch 32 be confirmed as the Area Representative for Area 11.”

“It is further moved that Mark Steffens from Branch 69 be confirmed as the Area Representative for Area 4.”

5. Appointment of Wes Howard to the Board of Directors as an AR Representative:

Motion: “It is moved that Wes Howard from Branch 32 be appointed to the Board of Directors as the Board Area Representative # 3.”

Any Other Business to Be Brought Before the Board

Adjournment