



Sons In Retirement Inc. State Board Meeting

Veterans Memorial Building
420 Admiral Callaghan Lane
Vallejo, California 94591

Tuesday, June 4, 2013

State Board Members

President-Richard Dettmer
Vice President-Maynard Rodland
Secretary-Richard DeVoe
Assistant Secretary-Ronal Flagel
Treasurer-Mike Berry
Assistant Treasurer-Jim Long
Director, Region 1-Bob Roberts
Director, Region 2-Ralph Lingis

Director, Region 3-Jon Moninger
Director, Region 4-Bobbie Hairston
Director, Region 5-George Kranen
Director, Region 6-Dean Steichen
Director, Region 7-Richard Kabanek
Director, Region 8-Edward Dorn
Director, Region 9-Gale Jeffers
Director, Region 10-James Filippo

Invited Participants

Past Presidents-All, Please RSVP to Pres. if attending
State Advisor/Parliamentarian -Dwight Sale
Rules-Larry Powers
Arrangements-Bill Lewis
Bowling-Del Locke
Certificates-Jim Donovan
SIR Happenings-Don MacGregor

Sports-T. Roger Danielson
Golf-Don Andrews
Growth & Membership-Jerry Milano
Insurance-Angelo Coero
Travel-Larry Garvin
Nominating-Jim Stedman

Agenda

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|-------------|--|---|
| 9.00 | Call to Order
Invocation and Pledge of Allegiance to Flag
Verification of Quorum (9 of 16)
Agenda Changes | Rich Dettmer
Bob Roberts
Richard DeVoe
Rich Dettmer |
| 9:05 | President's Welcome and Recognition of Attendees | Rich Dettmer |
| 9:10 | Approval of April 2 State Board Meeting Minutes | Rich Dettmer |
| 9:15 | Remarks
President
Vice President
Secretary
Assistant Secretary
Treasurer
Assistant Treasurer | Rich Dettmer
Maynard Rodland
Richard DeVoe
Ronald Flagel
Mike Berry
Jim Long |
| 9:30 | Break (10 Minutes) | |
| 9:40 | Regional Directors' Reports, (Regions 6, 5, 4, 3, 2, 1, 10, 9, 8, 7) in this order) | |

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|-------|--|------------------------------|
| 11:20 | Committee Reports
Nominating Committee | Jim Stedman, Chairman |
| | Budget ad hoc committee | Maynard Rodland, VP |
| | Training Committee | Maynard Rodland, Chairman |
| | Rules Committee | Larry Powers, Chairman |
| | INFOSYS Committee (& Sub-Comms) | Dean Steichen, Chairman |
| 12:00 | Catered Lunch (Time fixed, Committee reporting times shall be adjusted to allow for lunch) | |
| 1:00 | Committee Reports- continued | |
| | Golf Committee (&Sub Comms) | Don Andrews, Chairman |
| | G & M Committee (& Sub Comms) | Jerry Milano, Chairman |
| | Bowling Committee (& Sub Comms) | Del Locke, Chairman |
| | Travel Committee | Larry Garvin, Chairman |
| | Certificates | Jim Donovan, Chairman |
| | SIR Happenings | Don MacGregor, Chairman |
| | Sports Committee | T. Roger Danielson, Chairman |
| | Insurance Committee | Angelo Coero, Chairman |
| 2:10 | Old Business | |
| | Consideration- Assessments, Dues, Fees by Branches | Maynard Rodland, others |
| | State Officers -Visiting Lunch Expense | Richard Kabanek, Edward Dorn |
| | | Bobbie Hairston |
| | New, Revised or Deleted Rules | Larry Powers |
| 2:20 | New Business | |
| | Voucher Claims, issues budgetary needs | Maynard, Rodland |
| | Budgeting by Percentage | Mike Berry |
| | Others as noted at Opening of meeting | TBA |
| 2:30 | Adjournment | Rich Dettmer |

NOTE: Next Meeting AUGUST 5, 2013 ANNUAL MEETING

Agenda Notes

1. President's meeting with Regional Directors prior to Board meeting cancelled- Agenda Length
2. Please read the April 2, 2013 Board Meeting Minutes found on the SIR Website before coming to this meeting, plus the proposed Rules attached.
3. Directions to the Veterans Memorial Building:
 - a. Take exit 32 onto Redwood Parkway from I-80.
 - b. Go East on Redwood Parkway to Kathy Ellen Drive, turn right to go south.
 - c. Kathy Ellen Drive will become Admiral Callaghan Lane.
 - d. Go south approximately .3 miles on Admiral Callaghan Lane to 420.
 - e. The Veterans Memorial Building is on the left. Parking is available on either side of the building

Proposed Rule Changes

State Board Meeting 6/14/13

Prepared By DB Sale. Member Rules Committee

Note: "Original text" thus: "~~Deleted text~~" thus: "**New text**" thus: "[Chairman's comments]" thus

Rule 38

[Defined cut off dates for filing Form 15. Moved receipts requirement to "a." and removed them from individual items. Changed mileage rate from \$.50 to \$.35 per mile effective 5/1/13 (shown on the form). Raised copy rate from \$.05 to \$.10]

RULE 38. State-related expenses incurred by SIR members must be authorized by the State and be filed on Form 15 - Expense Claim Voucher during the year of expenditure, **by the quarter, preceding April 15th, July, 15th, October 15th, and** not later than January 15 of the following year except with prior authorization, and submitted to the State President or his designee per Rule 816. Approved vouchers will be sent to the State Treasurer for payment.

Revised (1/17/12, **6/4/13**)

a. ~~All reimbursable expenses include the following,~~ **except mileage, must have receipts or explanations. (Revised 6/4/13)**

1. **Mileage: Personal motor vehicle usage at the reimbursable rate shown on the Expense Claim Voucher. (Revised 6/10/08, 6/5/12, 6/4/13)**

2. Tolls: Bridge and road tolls.

3. Lodging: For trip over 100 miles one way. ~~Provide receipt.~~ **(Revised 6/4/13)**

4. Meals: Actual cost including gratuity, but not including alcoholic beverages.

5. Telephone: Long distance charges. ~~Provide log or annotated bill.~~ **(Revised**

6/4/13)

6. Other items as follows:

(a) Postage: Mailing and other delivery charges. ~~Provide receipt or explain~~ **(Revised 6/4/13)**

(b) Copies and Printing: Purchases of printed supply pursuant to one's SIR responsibilities. ~~Provide Receipt.~~ Copies or documents produced on personal copier or printer, at **\$.10** per side. **(Revised 6/4/13)**

(c) Supplies: Such as envelopes, blank labels, etc. ~~Provide Receipt.~~ **(Revised 6/4/13)**

(d) Area meetings and Branch Training: Coffee and donut holes purchased by the Area Governor for Branch personnel attending the annual Branch Officer Training session and the Area meetings required by Rule 895, and meeting room rental fees when a free meeting room is not available. ~~Provide receipt and explain.~~ **(Revised 6/4/13)**

(e) Miscellaneous: ~~Explain and provide receipt.~~ **(Revised 6/4/13)**

b. Non-reimbursable expenses include the following:

1. Attendance at own Branch meetings or other functions.

2. Meals for spouses.

3. Alcoholic beverages.

4. Set-up or printing of personalized stationery.

5. Computer hardware, software or supplies unless pre-authorized by the State resident or his designee.

(Moved from Page 3.5 - 11/13/07) **(Revised 6/4/13)**

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Rules 24 & 866

[Removed the reduction in assessment for HLMs. Consequently we can allow inactive HLMs. We have at present 455 HLMs which, for an assessment of \$4.00 per year per active member means a gain in income of \$1820 per year and at \$5.00 per year means a gain of \$2275 per year.]

RULE 24, Article 5, Paragraph i

- i. An HLM shall remain an active **or inactive** member of his Branch until death, transfer, resignation or permanent relocation, but shall not be subject to attendance requirements. ~~and shall not be counted by the State Treasurer in determining the number of active members for the purpose of Corporate assessments.~~ **Revised 6/4/13**

RULE 866.State Treasurer submittals.

- a. On or before December 15th the Treasurer Elect shall submit to the President elect for his consideration a draft annual budget based upon prior years' records and input from incoming Office Holders and Committee Chairmen, and the proposed amount of the annual branch assessment for the ensuing year. The President shall submit an annual budget and the amount of the proposed annual branch assessment to the Board of Directors for approval at the January meeting. The Board of Directors may revise the annual budget and the amount of the branch assessment as needed throughout the year. The current approved budget shall be posted on the sirinc.org web site in the "State Treasurer Reports" section. (Revised 4/16/01) (Revised 6/3/03) (Revised 11/13/12)
- b. December 31, March 31, June 30 and September 30 of each year the Treasurer shall invoice Chartered and Provisional Branches one quarter of the approved annual branch assessment in effect for that quarter. The amount to be invoiced for each SIR Member shall be determined by dividing the quarterly assessment by the total number of active SIR members, ~~excluding Honorary Life Members,~~ reported on Form 28 for the second month of the quarter preceding the invoice date. The amount to be invoiced each branch is determined by multiplying the amount per active member times the number of branch members reported on Form 28, ~~excluding Honorary Life Members.~~ Payment by each branch is due upon receipt of the invoice. (New 11/13/2012) **Rev(6/4/13)**

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Rule 44

[Authorises member dues. See Sections 17 and 132]

RULE 44. A Branch shall not impose or collect dues, initiation fees or assessments. Membership requires no initiation fees. Authorized expenses of the Branch may be defrayed through dues or voluntary contributions. The amount of dues or a suggested amount for voluntary contributions shall be approved by the BEC. Fund raising events are not allowed. (Revised 11/17/00) After or concurrent with the enabling bylaw/s.

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Rule 216

[Codifies existing practice.]

RULE 216 By the 10th of each month, the Branch Treasurer shall submit a completed Form 28-Monthly Cash Report **as of the end of the previous month** including the total number of Active Branch members **reported on Form 27** for the previous month in accordance with ~~the~~ **Form 28's** distribution instructions ~~on the form~~. ~~This report~~ **Form28** does not need to be approved by the Branch Executive Committee prior to distribution **nor does the bank balance shown on Form 28 need to be confirmed with a bank statement dated later than the end of the previous month..** The December Form 28 is to be ~~submitted~~ **distributed** to the new Officers as well as the previous year Officers. (Revised 11/9/10)(**6/4/13**)

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Rule 369

[Raised travel insurance rate form \$5.00 to \$7.00 to bring it in line without insurance cost]

RULE 369.

- a. To provide adequate funding for insurance coverage for each event involving travel outside the United States (including its Territories and Possessions), Canada and Puerto Rico, contracted by SIR, or any of its Branches, the amount of ~~\$5.00~~ **\$7.00** shall be included in the fare to be paid by each participant **for events offered on or after July 1, 2013.**
- b. The BTC/Branch or State Committee DM authorized to sign SIR contract Form 50 or 50B for the event, shall be responsible for notifying the Agency providing the goods or services that they shall collect, account for and remit all such funds, by a separate check, made payable to the Branch or State Treasurer. The check should be issued no later than the event departure date. The Branch Treasurer shall remit such funds received from the Agency to the SIR State Treasurer with the SIR Report Form 51 within 7 days of receipt of the funds.

(Revised 6/6/06, **6/4/13**)

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Rule 660

[A new rule that clarifies who pays for lunch when a state official visits a branch. Estimated cost per year to the state is \$1760 per year. All of this amount is not a new cost as procedures similar to these have been followed informally.]

RULE 650 Remuneration for Luncheon costs for State Officers visiting Branches or SIR Branch Functions shall conform to the following:

- a) When a branch invites an Area Governor (AG) or any other SIR Officer to a luncheon or other SIR Branch function the branch will pay; this includes the spouse or significant other.**
- b) When an AG or any other SIR Officer invites himself to a branch luncheon or other SIR Branch function for official business he will pay and the SIR state will reimburse the officer. The AG or officer will pay for the spouse or significant other, not the state.**
- c) The AG or SIR Officer will always pay for attending his own branch luncheon or function.**

New 6/4/13

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Rule 757

[Added State Advisor as Ex Officio to the State Executive Committee to confirm long standing practice]

RULE 757. The State Executive Committee consists of the President, Vice President, State Secretary and , State Treasurer and the State Advisor, as an Ex Officio member without voting privileges. Revised 6/4/13

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[The following are By Law changes to be voted on at the August meeting. They are shown here for State Board review.]
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Section 17

[Authorises member dues. See Section 132 and rule 44]

Section 17. Membership shall require no ~~dues or~~ initiation fees, ~~but members may make~~ **Authorized expenses of the Branch may be defrayed through dues or voluntary** contributions at luncheon meetings to defray necessary expenses of the Branch and to meet Corporate assessments.

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Section 132

[Removed dues reference See Section 17 and rule 44]

Section 132. ~~Membership requires no dues or initiation fees.~~ Authorized expenses of the Corporation shall be defrayed through the assessment of Chartered and Provisional Branches on a pro rata membership basis as well as through other sources approved by the State Executive Committee. (Revised 8/4/03)

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Section 220

[Added State Advisor as Ex Officio to the State Executive Committee to confirm long standing practice.]

Section 220. There shall be a State Executive Committee composed of the President as Chairman, the Vice President, the State Secretary and the State Treasurer. The State Advisor **as an Ex Officio member without voting privileges** ~~shall meet with and advise the Committee.~~ The Committee shall meet at the call of the President concerning matters requiring his attention.

The President, upon recommendation of the State Executive Committee, is authorized to consummate any matter which is not required to be acted upon by the State Board.

Section 225

[Added State Budget Oversight committee]

Section 225. The following are the established Standing Committees. The President shall appoint a Chairman for each committee and the actions and makeup of each committee shall be governed by terms of the applicable Standing Rule or Bylaw.

1. Sons In Retirement Amateur Radio Club (SIRARC)
2. State Golf Committee
3. State Bowling Committee
4. State Recreational Vehicle (RV) Committee
5. Information Systems Committee (INFOSYS)
6. Growth and Membership Committee
7. State Travel Committee
8. Rules Committee
9. State Audit Committee
10. Nominating Committee
11. President's Advisory Committee
12. State Insurance Committee
- 13. State Budget Oversight Committee**

(Revised Item 6 and added Item 12 - 8/6/07) **(Added Item 13 – 8/5/13)**