

Sons In Retirement Inc. State Board Meeting Agenda

To Be Conducted Via Electronic Video (Zoom) Conference
Sign in Information to be provided prior to the Meeting.

Tuesday, May 11, 2021 at 10:00 am

State Board Members

<u>President:</u> Stuart Williams <u>Vice President:</u> Rick Kindle <u>Secretary:</u> Ron Flagel <u>Assistant Secretary:</u> Lee Moy <u>Treasurer:</u> Roy Hodgkinson <u>Assistant Treasurer:</u> Ron Saltgaver <u>Chief Admin Officer:</u> Dean Steichen	<u>Director, Region 1:</u> Dave Gonzales <u>Director, Region 2:</u> Dale Decker <u>Director, Region 3:</u> Dennis Pangburn <u>Director, Region 4:</u> Patrick Reed <u>Director, Region 5:</u> John Haffner
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Invited Guests

Derek Southern Mark Stuart	Alan Melnicoe Craig Hoffhines
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Agenda

Time	Item	Presenter
10:00	Call to Order <ul style="list-style-type: none"> • Pledge of Allegiance • Opening Remarks • Verification of a Quorum 	Stuart Williams Ron Flagel
10:10	Approval of Minutes for the March 2021 State Board Special Meeting and the April 2021 State Board Special Meeting as posted on the SIR Website.	Ron Flagel
10:15	Review and possible revisions of Indoor & Outdoor Protocols (Vaccinations) and Written Waivers.	Alan Melnicoe Craig Hoffhines Mark Stuart
10:45	Report from State Nominating Committee on Candidates for 2022 State Offices.	Derek Southern
10:55	Report from State Treasurer on quarterly assessments and status of 2021 financials.	Roy Hodgkinson
11:05	Creation of Special Award for Mike Berry in recognition of extraordinary efforts on behalf of SIRinc.	Roy Hodgkinson
11:15	Review the following Policy and Bylaw Revisions: <ul style="list-style-type: none"> • Proposal 1; Policy 45 revisions to allow Chief Administrative Officer as a voting member of the State Executive Committee. • Proposal 2; Bylaw 220 revisions to support Policy 45 revisions if approved. 	Dale Decker

	<ul style="list-style-type: none"> • Proposal 3; Policy 50 revisions allowing the Chief Administrative Officer to appoint Systems Committee members. • Proposal 4; Policy 22A revision to our New Member Induction Oath that was authored by Jim Johnson to clean up and clarify the oath. • Proposal 5; Policy 41 Revision to Branch Advertising in Bulletins/Roster that allows one single page of sponsor advertisements in Branch rosters and bulletins to offset Branch expenses. 	
11:35	Any other items that may properly come before the Board.	
12:00	Adjournment	Stuart Williams

**Next Scheduled Board Meeting:
September 22, 2021 at 10:00 am
To be conducted Via Zoom**

Addendum A
Proposed Policy & Procedure
and Bylaw Changes

Comments in Italics
~~*Deletions with Strike Through*~~
New Wording in Bold

April 29, 2021

Proposal 1: *Revise Policy 45 State Executive Committee to include the Chief Administrative Officer as an additional member with voting rights.*

Reference: *Directive from President Stu Williams, via eMail dated 2/2/2021.*

Background: *A concern was raised that by not having the Chief Administrative Officer as a member of the State Executive Committee with voting rights could lead to administrative conflicts or oversights in some approved actions.*

Additionally, if this revision is approved the State Executive Committee would consist of five members thus eliminating the possibility of a voting tie.

Action: *The proposal to revise Policy 45 as stated above was reviewed by Dale Decker, P&P Chairman, who determined it did not need to be reviewed by the entire committee.*

Revised Policy 45:

Policy 45. STATE EXECUTIVE COMMITTEE

There shall be a State Executive Committee composed of the President as Chairman, the Vice President, the State Secretary, the State Treasurer **and the Chief Administrative Officer with voting privileges** and the State Advisor as an Ex Officio member without voting privileges. The Committee shall meet at the call of the President concerning matters requiring his attention. (See Bylaw 220) **(Revised 4/29/21)**.

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.

Proposal 1 continued:

If the State Executive Committee determines that the best interests of the Corporation require an immediate change in the Policies and/or Procedures, it may adopt a temporary change in the P&P which will become effective upon notification of those affected and remain in effect only until the next regular or special meeting of the State Board. (See Bylaw 221). In addition, a temporary change in Branch and Corporate Bylaws may be adopted and remain in effect until approved at the next Annual Meeting. (See Bylaw 221.1)(Revised 8/19/20).

While in effect, temporary changes in the Policies, Procedures and Bylaws and Required sections of SIR Position Descriptions adopted by the State Executive Committee shall have the same force and effect as if adopted by the State Board. (See Bylaw 222) (See Bylaw 222.1)(Revised 8/19/20).

The State Executive Committee shall report to the State Board through the President concerning matters of consequence considered by the Committee and the disposition thereof; provided, that nothing contained in this section shall be construed as limiting the duties and responsibilities of any Committee. (See Bylaw 223)

P&P Recommendation: *The Policy and Procedures Chairman recommends that the revision to Policy 45 be approved.*

Proposal 2: Proposed Revision to Bylaw 220 to support revised Policy 45:

Reference: Bylaws support policies. Therefore, Bylaw 220 which supports Policy 45 requires updating to allow this policy to be fully effective and legal.

Action: The proposal to revise Bylaw 220 as stated above was reviewed by Dale Decker, P&P Chairman, who determined it did not need to be reviewed by the entire committee.

Revised Bylaw 220:

Appendix A. Branch and Corporate Bylaws

Article 8 – Committees

State Executive Committee

Bylaw 220. There shall be a State Executive Committee composed of the President as Chairman, the Vice President, the State Secretary, the State Treasurer **and the Chief Administrative Officer with voting privileges** and the State Advisor as an Ex Officio member without voting privileges. The Committee shall meet at the call of the President concerning matters requiring his attention. (Revised 8/5/13) **(Revised 4/29/21)**.

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.

P&P Recommendation: The Policy and Procedures Chairman recommends that the revision to Bylaw 220 be approved.

Note: Bylaw 221.1 allows the State Executive Committee [SEC] to adopt a temporary change in Branch or Corporate Bylaws approved by the State Board to become effective immediately and to remain in effect only until the next SIR Annual Meeting where it is required to be placed on the Agenda for approval by the general SIR membership.

Note: Additionally, Bylaw 222.1 states that while in effect, temporary changes in Branch or Corporate Bylaws adopted by the [SEC] and approved by the State Board shall have the same force and effect as if adopted by the SIR Membership.

Proposal 3: Revise Policy 50 to change the appointment of the Information Systems Committee members to the Chief Administrative Officer instead of the President.

Reference: Members of the Information Systems work closely with the Chief Administrative Officer and therefore should be appointed by him.

Action: The proposal to revise Policy 50 as stated above was reviewed by Dale Decker, P&P Chairman, who determined it did not need to be reviewed by the entire committee.

Revised Policy 50:

Policy 50. SIR WEBSITES

SIR Websites are an integral SIR resource; the SIR Website effort is led by the Information Systems Committee whose members are appointed by the ~~President~~ **Chief Administrative Officer**. This policy refers to any website on the Internet that uses the name SIR and/or the SIR logo. **(Revised 4/29/21)**.

SIR websites are intended to impart information concerning the organization. A new primary website, www.wearesir.com, shall contain information of a general nature which is easily available to the public including information about the SIR organization, their activities, what they do and how to contact SIR. (Revised 6/11/20).

A second web page can be accessed through www.sirinc.org by clicking on Member's Information. It is intended primarily for SIR members. It shall contain information largely of interest only to members. It is available directly or by a link from the sirinc.org website. It may contain names, such as authors of documents, without the approval of the individual. It may contain names and addresses of individuals, or proprietary SIR information which shall be password protected using a password obtained from a Branch Secretary or Branch Big Sir.

Exchanging website links with other organizations is a significant factor in improving search engine optimization and a free opportunity to publicize SIR to a broader audience. Therefore, SIR encourages link exchanges with selected SIR partner organizations who in turn shall include a link to www.wearesir.com in their websites. These partner organizations might include senior centers, health care organizations, mental health organizations and organizations serving individuals that match SIR members' interests and demographics. Generally, these partner organizations shall be non-profit. The President may approve certain for profit organizations for link exchange if they meet the general criteria outlined above. (New 6/11/20).

Proposal 3 continued:

SIR Website content shall meet the following criteria:

Any use of the copyrighted SIR logo shall be in accordance with Policy 9 – Logo in the SIR Policy Manual.

No text or image in a SIR Website shall include any profanity or immoral subject matter.

With the above exception no advertising for or other mention of any product, service, specific religious denomination, political preference, affiliation, group, or organization other than the SIR is to be listed on any SIR Website. (Revised 6/11/20)

P&P Recommendation: The Policy and Procedures Chairman recommends that the revision to Policy 50 be approved.

Proposal 4: Revise Policy 22A, New Member Induction Oath

Background: Jim Johnson, SIR Vice President, proposed clarifying the current

new member induction oath to provide more focus on SIR's member expectations.

Action: The following revision was authored by Sir Johnson and reviewed with comments by Dale Decker, P&P Chairman, but placed on hold until 2021.

Revised Policy 22A:

Policy 22A NEW MEMBER INDUCTION OATH

Each new member shall have a sponsor preferably by the time of BEC approval, expeditiously notified of the approval, and introduced to the Branch in a suitable manner. A transferring member may or may not be assigned a sponsor.

Many Branches have their own welcoming remarks or induction oaths for new members being installed. It is not the State's intention to establish a one size fits all new member welcoming remarks or induction oath. ~~but one that reinforces SIR's Member Expectations by including specific wording in your current installation ceremony.~~

However, if the Branch does not have an existing induction oath with wording that specifically reinforces SIR's Member Expectations please include the following when installing new members:

~~The Inducting Officer shall state to the new member Candidates:~~

“As a SIR member, we count on you to work toward achieving SIR's Member Expectations of being a friendly sociable guy, participating in our activities, luncheons and events, volunteering when asked **(as your interests and capabilities will allow)** and bringing guests to perpetuate **and enhance the diversity of** our Branch". ~~—as your interests and capabilities will allow.”~~

The new member induction ceremony is an excellent forum in which to remind all Sirs in attendance of SIR's member expectations. ~~Thus, it is SIR policy that the above statement be included in all induction ceremonies.~~ (New 10/18/19) (Rev 10/27/20). **(Revised 4/29/21).**

P&P Recommendation: The Policy & Procedures Committee recommends that the revisions to Policy 22A be approved

Proposal 5: Revise Policy 41 to clarify the limit of advertising that may be accepted for inclusion in Branch roster booklets and bulletins/newsletters to offset printing expenses .

Reference: The current policy restricts the number of advertisements to three.

Action: The revision was authored by Dale Decker, P&P Chairman, after reviewing several Branch Bulletins and other non-profit organization publications that contained more than three advertisements. This is in line with what other non-profit organization allow (i.e., Elks) and SIR Branches been hampered with by only allowing three (3) on the back page of Branch rosters. In addition, the majority of branches read this to believe that advertisements were not even allowed in Branch Bulletins.

Revised Policy 41

Policy 41. BRANCH ADVERTISING IN BULLETINS/ROSTER

A Branch cannot conduct, advertise or otherwise promote any transaction such as a sale or exchange of a product, service or similar activity in which any of the proceeds benefit an individual member as distinguished from the Branch as a corporation. For example, the listing in a Branch publication of an item for sale by a member is prohibited unless all of the proceeds from the sale are to go to the Branch.

Advertising or listing in a Branch publication, or otherwise promoting the sale or exchange of products, services, or the like, of any person or entity other than a member in which all of the proceeds there from does not ~~inure to~~ **benefit** SIR, Incorporated, or a Branch thereof, is prohibited unless authorized by SIR Policies or Bylaws. ~~Up to three~~ **Exception: one single page of sponsor** advertisements may be accepted to offset the **Branch** expenses of rosters and bulletins. Such advertisements may contain the name, **logo**, telephone number, address, email address and a brief description of the enterprise, e.g., a full service pharmacy, a grocery market and deli, a gaming casino. **(Revised 4/29/21)**.

P&P Recommendation: The Policy & Procedures Committee recommends that the revisions to Policy 41 be approved