

Minutes of the Board of Directors Meeting of SIR Inc. on September 25, 2025.

1. Call to Order and Roll Call The meeting was called to order. A quorum was confirmed. Attendees included: Wes, Adam (attending for Romesh), Neil, Nick, Jerry, Bruce, Carl, Fred, Jeff, Andy, Rich (Chair, presiding). John was not present. Mike was not present. Kevin attended on behalf of Romesh.

2. Introductory Remarks and Annual Meeting Improvement. The Chair delivered introductory remarks concerning the improvement of the Annual Meeting. It was noted that the BAC (Branch Activities Committee) had a good session regarding the annual meeting. A significant suggested change, also summarized by Nick, is to hold the meeting on a Saturday, recognizing that attendees have better access without lengthy waits. Jeff suggested holding a dinner/stay at a casino in Sacramento on Friday night, followed by the meeting on Saturday. This proposal aligns with suggestions received. The new format is expected to provide more time, better speaker coordination, avoid electronic issues encountered over the last two years, and provide additional potential for breakout sessions. Fred will assemble a committee, which will include Gary Co (a Bay Area branch member with a career in entertainment programming), to determine the cost and all aspects of putting together this new format.

3. Transition Agreement (Branch 92) and Legal Status Updates. The Chair reported contact with the Big Sir of Branch 92, and a meeting is scheduled for October. If the motion regarding the transition agreement passes today, the Chair will present it to Branch 92 for a similar branch approval. Branch 92 currently has 27 women members and is approaching 100 members total, a major improvement from 3 women members a year ago. Regarding the legal review concerning the procedure to convert branches, the Chair reported that there is no meaningful update. A reminder and inquiry will be sent regarding the opinion. Carl and Fred were noted as working on this previously. The amendments to the Articles (adopted at the Annual Meeting) and Bylaws changes have been completed. The signed Articles have been sent to Sacramento to be implemented by the Secretary of State, with anticipation of accomplishment within a few weeks.

4. Consent Calendar. The Consent Calendar contained two motions for approval. Jerry made a motion to approve the Consent Calendar for August 21st. The motion was seconded by Bruce. The motion passed unanimously.

5. Director Reports

A. Bruce's Report provided a typed report. He confirmed that he has made the changes to the bylaws and a couple of minor changes to the manual but is waiting to repost a new copy until after decisions made at this meeting. Bruce identified several items needing discussion: the president/vice president issue, Policy 15, Policy 13 (regarding attendance at activities), conversion to a mixed branch, and clarification of the state assessment policy.

B. State Assessments Policy Clarification: Bruce noted that the written policy defining that state assessments are based on membership at October 31st is missing from the policy manual. The rate remains the same for the whole year, rather than changing quarterly (which was historically burdensome). Carl confirmed the date has been October 31st for the last two years, as it is the last date available before the next assessment is produced. Andy recalled the date being September 30th for stability and budget planning. Bruce was requested to draft this policy for the manual and submit it for approval next month.

C. Policy 15/13 Policy 15 requires showing a sample marketing plan and discussing how it will be accomplished, possibly using a form. The Chair will work with Fred offline on Policy 15 to address it next month. Policy 13 interacts with Policy 11 and deals with people attending three or five activities. Mike's report also raised questions about Policy 11.

D. Andy's Report (Director) Andy confirmed his report was sent out.

E. Mike's Report (Director) Mike's report was distributed.

F. Kevin's Report (for Ramesh, AR) Kevin reported that the final AR training on the new Form 20 process will occur tomorrow, noting 12 to 15 branches are already using it with positive feedback. The issue of using the term "Sons in Retirement" on the organization's websites and newsletters was noted. It was confirmed that the term "retirement" was officially dropped years ago based on consultant advice, as it was off-putting to younger people. The formal corporate name still includes "retirement," but marketing material should use "SIR". A website audit will be conducted to identify non-compliant branches. The issue of using "president" and "vice president" titles came up, and Kevin made changes in the database (member) to reflect Big Sir/President and Little Sir/VP but has been waiting for the board's vote before posting the rosters.

G. Jim Craig Postcard Proposal/Budget: Andy brought up Jim Craig's request for allocated funds to restart the postcard mailing project. Jim requested \$295 for graphics, while the Chair suggested \$600. Carl confirmed that \$6,000 was budgeted for the Director of Branch Support for 2025, which included the postcard project, and has not yet been used. Jim is currently working with branches but plans full implementation next year. The Board confirmed that Jim has authorization to spend up to \$600 for graphic presentation and direct mail presentations. Implementation money will need to be carried over or adjusted in the budget for next year.

H. Title Terminology and Confusion The use of President/Vice President at the branch level necessitated clarification in the manual to distinguish between "President" (historically State President) and "Branch President". Jerry sought clarification on whether the vote regarding branch titles was occurring today. Rich confirmed the vote was on the agenda to formalize a prior verbal agreement.

6. Budget Discussion: Carl and Fred are responsible for the 2025 budget. All directors/departments must submit their budgetary estimates and projections to Fred and Carl simultaneously. Andy expressed concern that new board members (Neil, John, Nick) are unprepared to create budgets for potentially expensive new programs. The Chair offered to work directly with both John and Neil to help them prepare their estimates, focusing initially on anticipated in-person meetings and planned programs (like the postcard mailing). Carl emphasized that budgeting is primarily a plan. The two-to-three-year planning process will also have associated meetings and costs, which the Chair will provide for Carl and Fred.

7. Transition Agreement Amendment (Branch 92) The motion proposed was to amend Paragraph 3 of the Transition Agreement for Branch 92 to remove the sentence that prohibited the branch from participating in or voting at SIR annual meetings. Carl questioned if the original restriction was mandated by the attorney due to the charter saying "men". Rich stated that the charter is not an impediment, and the restriction was more political in nature, implemented because a woman was elected as Big Sir. Jerry expressed concern that retaining the restriction would legally expose the organization to a lawsuit. The motion was moved and seconded. Carl opposed and Jerry abstained. The motion passed. (Vote count: 8 in favor, 1 opposed, 1 abstained).

8. Policy Number 11 Amendment Policy 11 defines who a relative is for the purpose of attending activities/events (relatives are not guests). The current definition includes

spouse, parent, sibling, child, or grandchild. The motion was to amend Policy 11 to include "significant other" in the definition of a relative. This change aims to prevent a narrow reading of the policy and eliminate the need for individual exceptions or votes for significant others to attend. It was confirmed this is not an insurance issue. The motion was moved and seconded. The motion passed unanimously.

9. New Business: Marketing Responsibility Assignment A motion was presented to divide marketing responsibilities into two functions:

1. Director of Branch Support (John): Supporting branches by assisting them in marketing.
2. Director of Marketing (Neil): Taking responsibility for state marketing and state marketing programs, focusing primarily on internet marketing. The structure is intended to properly recognize the large scope of the work, which has largely fallen on Andy. The structure encourages committee work and coordination between the two directors. The Director of Branch Support will work with ARs on pilot marketing programs. The motion was moved and seconded by Fred. The motion passed unanimously.

10. Planning Committee (Two-to-Three Year Plan) The Chair will appoint a committee in the next week or so, heavily weighted toward branch members, to develop the two-to-three-year plan. Key topics suggested for the committee to address included:

- Executive Director role.
- Outside directors (motion anticipated in November).
- Women/gender neutrality policy.
- Assessment issues and AR structure.
- Reviewing and dusting off the RAMP program.
- Sharing best practices across branches (e.g., new member introduction).
- Documenting and assigning responsibility for core organizational processes (mergers, dissolutions, incorporation history).
- New branch creation and geographical expansion (Goal: 3 new branches next year). Provisional branch development is underway in San Diego.
- Defining organizational goals (e.g., growth targets and member experience improvement) and identifying where to focus limited resources.
- State-level funding and addressing the high labor content demands on volunteers.

11. AI Opportunities Derek presented on the potential uses of Artificial Intelligence (AI) for SIR. AI tools (e.g., Chat GPT, Notebook LM) can streamline operations, such as generating minutes, summaries, or podcasts from meeting audio. Multiple branches are already using AI for notetaking, minutes, and marketing. Derek demonstrated how a custom GPT can be loaded with the SIR manual (e.g., Leaders Guide) to make it searchable using natural language, reducing the effect of user typos and providing simplified answers. AI can magnify the efforts of one or two people to produce marketing content quickly. Derek has suggested forming an AI group within the CIO structure to generate standardized, personalized, and useful marketing resources that ARs can distribute to branches.

12. New Business: Branch Leadership Titles (Formal Confirmation) A motion was presented to allow branches the discretion to refer to their chief executive officer as "Branch President" (instead of Big Sir) and their Little Sir as "Branch Vice President". This formalizes a verbally adopted decision. The modification to include "Branch" in the titles was accepted. Bylaw changes related to this policy will require Annual Meeting ratification. The motion was moved by Bruce and seconded. The motion passed unanimously.

13. Communication and Other Issues: Ramesh suggested posting agendas and documents on the website and sending out links, which the Chair agreed to implement as a transitional idea. There was discussion regarding inviting all ARs to board meetings or providing them with minutes or AI-generated summaries to improve communication, as currently, communication is not working effectively. Carl noted that adding all ARs might make the flow of communication difficult. Fred proposed using Derek's AI summaries (6-minute video, 15-minute podcast, or friendly minutes) as a temporary measure for AR distribution. It was noted that current communication breakdowns regarding branch mergers and dissolutions lead to inaccuracies in membership counts (Form 28) and internal data. Wes requested that, at a minimum, all ARs receive a copy of the minutes to review. The SIR manual contains clear procedures (Policy B12) for mergers and who must be informed, but adherence is inconsistent. The Chair agreed to work with Fred to develop a procedure regarding AR communications to be brought up next month.

14. Adjournment The Chair thanked everyone for their contributions and closed the session. The Chair noted that Fred will be chairing the meeting next month.

Decisions and Responsibilities Summary

Decision / Motion Passed	Responsible Person(s) / Committee
Improvement of Annual Meeting (Logistics): Committee formation to plan a Friday dinner/Saturday meeting format.	Fred (to put together the committee, including Gary Kohler)
Approval of Consent Calendar: Consent Calendar for August 21st approved.	N/A (Decision finalized)
Assessment Policy Drafting: Policy defining state assessments based on the October 31st membership date.	Bruce (to draft the policy and send to Chair)
Policy 15 Follow-up: Addressing the discussion on Policy 15 (sample marketing plan).	Rich and Fred (to discuss offline)
Postcard Program Funding: Jim Craig authorized to use up to \$600 for graphic presentations related to direct mail.	Jim Craig (utilization of funds); Carl (handling support/accounting)
Postcard Implementation Budget: Implementation money for the postcard program must be carried over or adjusted in the budget for next year.	Carl (adjusting/carrying over the budget)
Transition Agreement Amendment (Branch 92): Removal of the restriction preventing Branch 92 from attending or voting at SIR Annual Meetings.	(Motion passed)
Branch 92 Follow-up: Meeting with the Branch 92 Big Sir regarding the amendment.	Rich (to meet in October)
Policy 11 Amendment: Amending Policy 11 to include "significant other" in the definition of "relative."	(Motion passed)
Marketing Responsibility Reassignment: Branch marketing reassigned to the Director of Branch	John (Director of Branch Support); Neil (Director of Marketing)

Support; Director of Marketing focus shifts to development and implementation of an internet marketing program.	
Branch Leadership Titles: Branches granted discretion to use "Branch President" (instead of Big Sir) and "Branch Vice President" (instead of Little Sir).	(Motion passed); Kevin (can now upload revised rosters/membee/updates)
Budget Submission: Directors/Departments must submit budgetary estimates for next year.	All Directors/Department heads (to submit to Fred and Carl)
New Board Member Budget Assistance: Providing assistance to new directors in preparing their budgets.	Rich (to work with John and Neil)
Website Posting of Documents: Implementing a transitional practice of posting agendas and documents on the website and including a link in communications.	Rich/Jeff (managing posting and links)
AR Communication Procedure: Developing a procedure to improve communication with Area Representatives (ARs).	Rich and Fred (to work together and bring up next month)

Board Meeting, August 21, 2025

Quick recap

The SIR committee meeting covered operational updates including Windows 11 compatibility issues, budget planning, and website improvements to attract younger members. The group discussed marketing strategies, training initiatives, and the implementation of new tools including the Membi project and natural language search capabilities for manuals. Final preparations for the annual meeting were addressed, including logistics, presentation arrangements, and breakout session plans focusing on training, marketing, and membership growth.

Next steps

- Ramesh: Speak with Alan or Brent regarding Fred's hardware compatibility issues with Windows 11 upgrade and possible workarounds
- Carl: Check on Fred's reimbursement status as Fred hasn't received it yet
- All directors: Submit appropriate line amounts for their budget for the upcoming year
- Directors: Copy Jeff on their reports so he can compile them
- Andy and Neil: Continue working on marketing template for branches and transition plan for the new board
- Fred and Carl: Work on the budget after the annual meeting using the marketing template information
- John: Announce the training session during the State Board meeting
- John: Continue gathering feedback on branch training needs from Area 13 meeting and BEC member from Branch 142
- Richard: Help Derek distribute the RSVP list to everyone including the ARs
- Jeff and Rick: Prepare name tags for attendees who show up without pre-registering at the annual meeting
- Ramesh: Arrange an email to be sent to the board so they can start testing the ChatGPT tool
- Ramesh and Fred: Determine the appropriate time to communicate with ARs about Membi implementation
- CIO team: Prepare documentation and hold zoom sessions to help members upgrade from Windows 10 before October 14th
- Richard: Initiate usage of the WhatsApp group for board communications
- John: Develop agenda for the State meeting based on feedback
- Presenters: Bring their presentations on flash drives for the annual meeting
- Jeff: Prepare name tags for annual meeting attendees and create name tags for Carl and Andy
- Jeff: Bring wireless mic/speaker system for the second room at the annual meeting
- Andy: Provide sodas for the annual meeting, including more diet sodas for diabetics
- Derek: Coordinate with the vendor regarding chips/snacks for the annual meeting
- Richard: Ask Dave to do the opening prayer/invocation at the annual meeting
- Dave: Lead the pledge of allegiance and opening prayer at the annual meeting
- Richard: Appoint Carl as chair of the committee to revise Form 28

- Carl: Lead a committee to revise Form 28 to make it more user-friendly with Ron Salt Saver and the new assistant treasurer
- Richard: Use his high-grade microphone for future meetings to improve audio quality
- Richard: Bring diet Dr. Pepper and a projector for the annual meeting
- Ramesh and Derek: Continue testing Chat GPT for reliability before announcing it at the annual meeting

Summary

Windows 11 Upgrade Hardware Issues

Ramesh confirms he will speak to Alan or Brent about Fred's hardware compatibility issues with upgrading to Windows 11, as Fred's three-year-old Dell computer is being rejected for the upgrade due to outdated drivers. Derek temporarily leaves the meeting after making Ramesh the host responsible for starting the recording. Ramesh shares the login credentials for the Sir system and directory with Jeffery, confirming that both use the same password "make friends for life" in lowercase.

Budget Planning and Financial Review

Richard announces that the budget is being built and directors should submit appropriate line amounts for their budgets, checking with leadership. Carl reports that the financial statement shows a potential surplus of a couple thousand dollars, though the final amount depends on marketing and branch support expenses. Fred inquires about AR expenditures, and Carl confirms they've only spent \$576 against a budget of \$1,000. The consent items, including minutes from the last meeting and the financial statement, are unanimously approved. Richard mentions they're interviewing a potential assistant to be trained by Paul.

Website Marketing Upgrade and Branch Support

Andy reports that the marketing team is upgrading website materials with younger pictures to appeal to their target market. They are working with branches to share reserves for promotions, increase local visibility, and handle centrally generated leads, with over 900 leads sent from website searches in the second half. Andy, Jim, and Neil are developing a marketing template for consistency across branches, though there is resistance to state-imposed marketing plans, and they are supporting advertising through streaming in Santa Clara County and social media platforms like Nextdoor. Roy points out that many branch websites lack basic contact information, and Andy agrees that fixing branch websites is a priority, noting that while the top 30 branches are in good shape, the other 49 need improvement.

Advertising Program Effectiveness Review

The group discusses the effectiveness of their advertising program, with Andy reporting that it's not worth the investment despite some funny stories and secondary effects like member pride. Richard notes that branches are starting to allocate portions of their reserves for marketing, and Fred emphasizes the need to address marketing budgeting after the annual meeting. Roy shares that marketing brings new members who contribute energy and leadership, while Andy mentions there are many indirect benefits from increased visibility.

Training Updates and Manual Revisions

John reports on his training activities, including consulting with Jim G., Fred, and Andy on a training agenda for the annual meeting in October/November, which has been

finalized and sent to the board. He is attending an area 13 meeting to solicit feedback on branch training needs and working with Branch 1's supercharger team on recruiting new members, which has already added about 30 new members this year. Bruce has finalized and posted the new SIR Manual on the website, revised the SIR Leaders Guide, Merger Guide, and travel policies to match references in the new Manual. Ramesh updates on the Membi project, which is piloting direct updates of forms 20 and 22 with 9-10 branches, and plans to involve ARs after the annual meeting to expand to other branches.

Tech Updates and Support Planning

Ramesh discusses the status of a new tool that hasn't been advertised yet, suggesting the board can test it first before announcing it more widely, with Richard mentioning it's in testing and will be distributed in a month. Ramesh also alerts the group that Microsoft is dropping support for Windows 10 on October 14th, affecting approximately 2,500 members, and the CIO team plans to help members upgrade through documentation and Zoom sessions. Andy shares positive feedback about the new natural language search capability for manuals, which was well-received at a branch meeting. Ramesh reminds the group about a WhatsApp group he set up for the committee, explaining that it works across all platforms and has additional features beyond texting that they can explore once comfortable with the basic functionality.

Annual Meeting Preparation and Logistics

Richard discusses the annual meeting finalization, noting that the venue is confirmed with approximately 110 attendees expected. Andy and Richard clarify that Andy will coordinate with Derek about providing drinks for the event. Jeff mentions he has created name tags for 104 registered attendees and will make additional ones on-site as needed. Richard emphasizes his desire for the meeting to end on a positive note, highlighting improvements in marketing and communications. The group discusses logistics for presentations, agreeing to bring slides on flash drives rather than combining them beforehand, and Jeff offers to bring a wireless microphone system for the breakout sessions.

AR Board Meeting Strategic Planning

Richard outlines the meeting agenda, focusing on training, marketing, and the speaker program, emphasizing the need for flexibility to attract younger members. Fred presents his AR breakout session plan, which includes time for Greg Huffenheims to discuss Form 64 and guest increases, followed by Andy's presentation on marketing success. The group discusses how to handle Wes Howard's volunteering for an open AR board position, with Roy suggesting they follow bylaws by making a Presidential appointment after the meeting. Carl proposes revising Form 28 to make it more user-friendly, and Richard appoints him to chair a committee for this task.

Annual Meeting Logistics and Refreshments

The group discusses logistics for an upcoming annual meeting, with Derek mentioning he plans to talk about attracting 60-70 year olds. Andy agrees to provide sodas, with Fred requesting more diet options for diabetics, and Jeffrey offering to bring 50 Coke Zeros while Richard will bring diet Dr. Pepper. The group decides that the vendor should provide chips rather than them bringing their own. Earlier in the meeting, they discussed prayer protocols, agreeing prayers should be non-denominational, and Richard's audio quality issues, with him promising to use a better microphone next time.

Technical Issues and Equipment Planning

Derek confirms they will have separate speakers in each room, and Richard will bring a projector. Derek discusses issues with the new Chat GPT 5 release, explaining it doesn't work as well as previous versions and has problems with finding information in the manual, so he's not ready to release it until more testing is done. Andy mentions receiving Derek's voicemail about his email being full, and Jim Craig had received an error message suggesting Andy's email address no longer existed.

12:32 PM
October 7, 2025
Cash Basis

SIIR Inc.
Balance Sheet
As of September 30, 2025

	<u>Sep 30, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
1171 · BMO Checking 2025	38,985.40
1176 · BMO CD	21,836.20
1180 · US Bank Checking	4,482.80
1185 · US Bank Money Market	31,805.58
Total Checking/Savings	<u>97,109.98</u>
Other Current Assets	
1204 · Retainer Balance	437.00
1205 · Advances	2,493.00
Total Other Current Assets	<u>2,930.00</u>
TOTAL ASSETS	<u>100,039.98</u>
LIABILITIES & EQUITY	
Equity	
3000 · Opening Bal Equity	72,807.08
3200 · Retained Earnings	28,148.90
Net Income	(916.00)
Total Equity	<u>100,039.98</u>
TOTAL LIABILITIES & EQUITY	<u>100,039.98</u>

	<u>Sep 25</u>
Ordinary Income/Expense	
Income	
4000 · Revenue	
4100 · Pro Rated Assessment	
4103 · Q3 Assessment (\$23,603.00)	533.50
Total 4100 · Pro Rated Assessment	<u>533.50</u>
4200 · Special Donations	
4202 · Donations to SIR Inc	5.00
Total 4200 · Special Donations	<u>5.00</u>
Total 4000 · Revenue	<u>538.50</u>
Total Income	<u>538.50</u>
Gross Profit	<u>538.50</u>
Expense	
6000 · State Administration	
6020 · State Office Expenses	
6028 · Software	(16.19)
Total 6020 · State Office Expenses	<u>(16.19)</u>
Total 6000 · State Administration	<u>(16.19)</u>
6035 · Legal Fees	10,932.00
6100 · Insurance	
6110 · Commercial Package	3,334.36
6113 · Umbrella	1,044.25
Total 6100 · Insurance	<u>4,378.61</u>
6400 · State Meetings	
6430 · Annual General Meeting	
6433 · Mileage & Tolls	409.62
Total 6430 · Annual General Meeting	<u>409.62</u>
Total 6400 · State Meetings	<u>409.62</u>
6500 · Area Representative Expense	
6510 · Branch Officer Training	
6513 · Mileage and Tolls	182.44
Total 6510 · Branch Officer Training	<u>182.44</u>
Total 6500 · Area Representative Expense	<u>182.44</u>
Total Expense	<u>15,886.48</u>
Net Ordinary Income	<u>(15,347.98)</u>
Net Income	<u><u>(15,347.98)</u></u>

Jan 30 - Sep 30, 25

Ordinary Income/Expense

Income

4000 · Revenue

4100 · Pro Rated Assessment

4101 · Q1 Assessment (\$24,082) 5,780.50

4102 · Q2 Assessment (\$23,841) 23,230.80

4103 · Q3 Assessment (\$23,603.00) 23,328.00

4104 · Q4 Assessment (\$23,366.00) 244.25

Total 4100 · Pro Rated Assessment 52,583.55

4200 · Special Donations

4202 · Donations to SIR Inc 5.00

Total 4200 · Special Donations 5.00

4300 · Foreign Travel Fees (Rule 369) 378.00

4400 · Hardware Sales 460.99

4500 · Interest Inc 369.51

4600 · Other

4601 · Branch closing 214.95

Total 4600 · Other 214.95

Total 4000 · Revenue 54,012.00

Total Income 54,012.00

Cost of Goods Sold

5000 · Cost of Goods Sold

5100 · Hardware Purchase 731.25

5102 · Shipping and handling 7.84

5104 · Postage for Sales Deliveries 42.31

Total 5000 · Cost of Goods Sold 781.40

Total COGS 781.40

Gross Profit 53,230.60

Expense

6000 · State Administration

6020 · State Office Expenses

6021 · Bank Fees 71.03

6022 · Supplies 106.50

6024 · Postage 73.00

6026 · Mileage 23.65

6027 · Web site/Server 539.64

6028 · Software 1,559.36

6030 · California Taxes - SI-100's 725.00

6030 a · Attorney General - RCT Filings 2,650.00

Total 6020 · State Office Expenses 5,748.18

Total 6000 · State Administration 5,748.18

6035 · Legal Fees 14,563.00

SIR Inc.

Projection Results for 2025

September 30, 2025

Detail

				Current Budget	Actual Jan to Sep	Projected Oct to Dec	Projected Total for Year
4000 · Revenue							
	4100 · Pro Rated Assessment						
	4101 · Q1 Assessment (\$23,625)			23,925	23,796	-	23,796
	4102 · Q2 Assessment (\$23,686)			23,686	23,231	-	23,231
	4103 · Q3 Assessment (\$23,449)			23,449	23,328	-	23,328
	4104 · Q4 Assessment (\$23,214)			23,214	244	23,185	23,429
	Total 4100 · Pro Rated Assessment			94,274	70,599	23,185	93,784
	4302 - Donations			5,000	5,005	-	5,005
	4300 · Foreign Travel Fees (Rule 369)			1,000	378	249	627
	4400 · Hardware Sales			1,000	623	249	872
	4500 · Interest Inc			2,000	369	501	870
	4601 · Branch closing			500	215	150	365
	Total 4000 · Revenue			103,774	77,188	24,334	101,522
	5000 · Cost of Goods Sold			-500	(781)	-	(901)
	Gross Profit			103,274	76,407	24,334	100,621
Expense							
6000 · State Administration							
	6010 · Officer Expenses			500	-	150	150
	6020 · State Office Expenses						
	6021 · Bank Fees			100	71	24	95
	6022 · Supplies			400	107	99	206
	6023 · Printing and Copies			200		-	-
	6024 · Postage			200	73	51	124
	6026- Mileage				24	-	24
	6027 - Web Site			1,228	540	700	1,240
	6028 · Software			2,972	1,629	300	1,929
	6030 · California Taxes - SI-100's			1,024	725	300	1,025
	6030 a · Attorney General - RCT Filing			2,550	2,650	-	2,650
	6034 · State Award			200	-	120	120

SIR Inc.
Profit & Loss
January through September 2025

Jan 30 - Sep 30, 25

6100 · Insurance	
6110 · Commercial Package	26,886.94
6111 · Directors and Officers	1,676.00
6112 · Foreign Travel Liability	2,500.00
6113 · Umbrella	8,250.08
Total 6100 · Insurance	<u>39,313.02</u>
6200 · State Committees	
6260 · Golf Committee	631.44
6320 · Mkt and Commuication	4,601.72
Total 6200 · State Committees	<u>5,233.16</u>
6400 · State Meetings	
6420 · State Board Meeting	
6422 · Lodging & Meals	105.18
6423 · Mileage & Tolls	289.88
Total 6420 · State Board Meeting	<u>395.06</u>
6430 · Annual General Meeting	
6431 · Facilities	1,539.00
6432 · Lodging & Meals	3,317.49
6433 · Mileage & Tolls	409.62
6434 · Materials/Slides/Handouts	1,164.40
Total 6430 · Annual General Meeting	<u>6,430.51</u>
6550 · Board Retreat	
6554 · Board Retreat-Facility	630.00
Total 6550 · Board Retreat	<u>630.00</u>
Total 6400 · State Meetings	<u>7,455.57</u>
6500 · Area Representative Expense	
6502 · Lodging & Meals	116.00
6503 · Mileage & Tolls	326.37
6505 · Postage and Supplies	9.99
6510 · Branch Officer Training	
6513 · Mileage and Tolls	182.44
6515 · Supplies	120.56
Total 6510 · Branch Officer Training	<u>303.00</u>
Total 6500 · Area Representative Expense	<u>755.36</u>
Total Expense	<u>73,068.29</u>
Net Ordinary Income	<u>(19,837.69)</u>
Net Income	<u><u>(19,837.69)</u></u>

SIR Inc.
Projection Results for 2025
September 30, 2025
Detail

				Current Budget	Actual Jan to Sep	Projected Oct to Dec	Projected Total for Year
			6035 - Legal Services	15,000	14,563	-	14,563
			Total 6020 · State Office Expenses	23,874	20,381	1,594	21,975
			Total 6000 · State Administration	24,374	20,381	1,744	22,125
			6100 · Insurance				
			6110 · Commercial Package	41,228	29,916	9,924	39,840
			6111 · Directors and Officers	1,676	1,676	-	1,676
			6112 · Foreign Travel Liability	1,340	2,500	-	2,500
			6113 · Umbrella	12,313	9,210	3,117	12,327
			Total 6100 · Insurance	56,557	43,302	13,041	56,343
			6200 · State Committees				
			6220 - Infosys Committee	0			-
			6260 - Activities Committee	600	631	-	631
			XXXX - Mkt and Communication	6,700	4,602	-	4,602
			6370 - Director Branch Support	6,000		3,000	3,000
			Total 6200 · State Committees	13,300	5,233	3,000	8,233
			6500 · Area Representatives	1,000	951	255	1,206
			6400 - State Meeting				
			6400 · Region & Branch Meetings				
			6410 - BA-AG-RD Meeting	1,200	-	1,200	1,200
			Town Hall Meeting	4,200		-	-
			6430 - Annual Meeting General	4,200	6,431	-	6,431
			6550 - Board Retreat	2,000	1,025	-	1,025
				11,600	7,456	1,200	8,656
			6998 · Miscellaneous	500	-	100	100
				107,331	77,323	19,340	96,663
			Net Income (Loss)	(4,057)	(916)	4,994	3,958

**PROPOSE 2026 BUDGET
First Draft**

LINE ITEMS	2026 BUDGET	REMARKS
4000 Revenue		
4100 Pro Rated Assessment		
4101 - Q1 Assessment	23,968.64	See Tab "Projected Asses"
4102 - Q2 Assessment	23,728.96	See Tab "Projected Asses"
4103 - Q3 Assessment	23,491.67	See Tab "Projected Asses"
4104 - Q4 Assessment	23,256.75	See Tab "Projected Asses"
Reserve Funds	-	
4100 Total Pro Rated Assessment	94,446.01	
4300 - Foreign Travel Fees (Rule 369)	1,500.00	Fee raised to \$40/Traveler
4400 - Hardware Sales	1,000.00	
4500 - Interest	2,000.00	
4601 - Branch closing	500.00	
Total 4000 - Revenue	5,000.00	
5000 Cost of Goods Sold	(750.00)	Cost of Pins etc. sold to Branches
Gross Profit	98,696.01	
Expense		
6000 State Administration		
6010 - Officer Expenses	150.00	
6020 - State Office Expenses		
6021 - Bank Fees	100.00	
6022 - Supplies	400.00	
6023 - Printing and Copies	200.00	
6024 - Postage	200.00	
6025 - Travel Expense	750.00	Expanding SIR Branch development in Southern California Travel
6026 - Mileage	300.00	
6027 - Website	1,250.00	
6028 - Software	4,500.00	
6029 - Website Contract Consultant	10,000.00	
6030 - California Taxes -SI-100's	1,200.00	
6030a - Attorney General - RCT Filings	2,750.00	
6034 - State Award	200.00	
6034 (a)State Cost sharing - AEDs	5,000.00	State will award \$500 for 10 branches that the criteria of need for an AED
6020 Total State Office Expenses	27,000.00	

6100	Insurance		
	6110 - Commercial Package	42,918.00	Projected Insurance Expenses for SIR policy (per Craig)
	6111 - Directors and Officers	1,600.00	Projected Insurance Expenses for SIR policy (per Craig)
	6112 - Foreign Travel Liability	2,500.00	Projected Insurance Expenses for SIR policy (per Craig)
	6113 - Umbrella	12,921.33	Projected Insurance Expenses for SIR policy (per Craig)
6100	Total Insurance	59,939.33	

6200	State Committees		
	6220 Infosys Committee	-	
	6260 Activities Committee	600.00	
	6265 Mkt and Communication	6,700.00	Director of Marketing/Internet
	6370 Director Branch Support	6,000.00	Director Branch Support
6200	Total State Committees	13,300.00	

6400	Region & Branch Meetings		
	6410 - BA-AG-RD Meeting	2,000.00	Dup Line 69 AR Meetings
	6415 - Town Hall Meeting		
	6430 - Annual Meeting General	6,500.00	
	6550 - Board Retreat	2,000.00	
6400	Total State Meeting	10,500.00	

6500	Area Representatives		
	6520 - AR mileage	250.00	
	6530 - AR Lodging	500.00	
	6540 - AR Office Supplies	150.00	
	6550 - AR Area Branch Meeting (minimum 2)	800.00	
6500	Total Area Representative Expenses	1,700.00	

6998	Miscellaneous	500.00	
	PROPOSED BUDGET FOR 2026	112,939.33	

Anticipated Loss **(14,243.32)**

Proposed Area Representative Position Description

Position Purpose

This position serves as a State Officer reporting to the Vice President and provides advisory services and State assistance to branches within their assigned areas. A key responsibility of an AR is to motivate the branches to have pride in SIR and improve broad participation in their branch's organization. Act as a mentor to the branches to assist them in increasing membership, member satisfaction and attendance through well-known practices. When needed refer to AR State Coordinator or various State Directors for further assistance.

Principal Responsibilities:

- The current Area Representative in the month of June XXXX, he will communicate with each Branch Big Sir in his area to address new candidates for next year Area Representative. If needed, review with the Branch Big Sir Policy 44 and 47.
- Aid the Branches in the process of nominating successor Area Representatives by talking to potential Branch candidates when asked by the BEC.
- Provide coaching with the Branch Big Sir(s) on issues, problems, and concerns of the Branch.
- Provide timely responses to Branch questions and requests for information.
- Visit each Branch to attend its BEC and luncheon meeting during the year as time allows to enhance communications, present awards and build a symbiotic relationship.
- Act as a valued consultant to assist the Branch in improving performance. Be the first line as a problem solver. If necessary, call upon State resources for assistance.
- Monitor and file Branch minutes and Form 28s to become aware of Branch health. Prepare and submit the following quarterly reports to the Vice President by Branch:
 1. Area New Member Tracker Report (by age)
 2. Summary report by October using Branch Form 28 to ensure a plus one membership as of September 30th (See Policy 15)
- Read Branch Bulletins/Newsletters as time permits.
- Attend Area Representative training and meetings.
- Report unusual events such as projected Branch closures/mergers, etc. to the Vice President.
- Execute Strategic Direction and Initiatives approved by the SIR Board.
- Return telephone or email messages in a timely manner

PROPOSED 2nd VICE PRESIDENT

POSITION DESCRIPTION

POSITION PURPOSE

The State 2ND Vice President serves as a State Representative and is assigned to the Vice President. The purpose of the position is to assist and coordinate all Regional Area Representatives and be a resource to the Vice President.

PRINCIPLE RESPONSIBILITIES

- Provide timely responses to the Area Representatives
- Assist the Area Representatives as needed as first level advisor to solve local issues and provide needed solution(s)
- Develop various channels of communication to all Area Representative regions. AR's need to inform branches in their area of changes in State Board policy.
- Develop relationships with the Branches in which the State Sir and local Branches are connected.
- If there is a regional AR vacancy and cannot be filled, the 2nd Vice President on request will assist the Vice President in monitoring the assigned region.
- The 2nd Vice President will attend and assist the Vice President during face-to-face quarterly meetings.
- Surveys may be developed by the Vice President. If need, the 2nd Vice President should reach out to the Area Representatives and follow-up to insure 100% participation.
- Develop various data sheet listings using Excel as a tool to monitor participation of surveys.

SIR EXPECTATION, SKILLS, AND KNOWLEDGE

- Experience performing duties as a Big Sir at the Branch level and past Area Representative
- Understand the State Sir Policy and Procedures effectively and knowledge of the Sir Schedule of Branch Operations.
- Proficient using Excel and Word software including email and presentative software
- Use Zoom software to conduct various meetings
- Have and use a cellphone

Revised Draft 10/10/25

SIR Expectations, Skills and Knowledge Required

- Experience as the Branch level a Big Sir or former Area Representative with SIR
- Proficient Communication Skills
- Understand the State Sir Policy and Procedures effectively and knowledge of the Schedule of Branch Operations.
- Knowledge of the SIR Leaders Guide
- Proficient using Excel, Word software including email and presentative software.
- Use Zoom software to conduct various meetings
- Have and use a cellphone

Revision: June 26, 2025

**2026 Program to Assist Branches with AED's
Qualification for Assistant**

PROPOSAL

Funding for 17 qualified Branches at \$275.00 per Branch

Branch Qualification

Review the Form 28 for those Branches who have less than \$3,000.00 in reserve funds at the end of 2025

A Branch lunch venue who does not have an AED in the facility

The AR will select one qualified Branch from his Area

Provide a receipt of purchase to the State Treasurer for reimbursement

With the assistance from Jack Reefer, he suggested the AED Phillips Brand Unit. He Phillips unit is American made; it's refurbished at \$985.00. It includes a large alarm cabinet and the unit has a one-year warrantee.