

SIR State Board Meeting Minutes

Conducted via Electronic Video (Zoom) Conference

Thursday, April 14, 2022 at 2:00pm

State Board Members Present

President: Rick Kindle	Director, Region 1: Hugh Thompson
Vice President: Dave Gonzales	Director, Region 2: Dale Decker
State Secretary: Dick DeVoe	Director, Region 3: Dennis Pangburn
State Asst. Secretary: Ed Benson	Director, Region 4: Patrick Reed
Treasurer: Roy Hodgkinson	Director, Region 5: John Haffner
State Asst. Treasurer: Ron Saltgaver	Chief Admin Officer: Dean Steichen

Invited Participants and Guests Present

Past Presidents: Ed Benson (also State Asst. Secretary); Derek Southern (also State Advisor, Zoom Chairman); Stu Williams (also Parliamentarian).

Area Governors: AG 1&2 Mark Stuart, AG3 Kevin Mahoney, AG4 Jack Reefer, AG5 Paul Squeri; AG6 Gary Johnson; AG7 Jerry Stabile; AG13 Foster Kinney; AG17 John Kent; AG18 Richard Provost,

Standing Committee Chairmen: Bowling: Dan Weller; Golf: Mark Stuart; Insurance: Craig Hoffhines; Growth & Membership: Tony de Losada; Policy & Procedures: Dale Decker.

Other Leaders: Parliamentarian Stu Williams; Legal Advisor Alan Melnicoe; Database/EMail Chair Rick Sale; SIR Activities Chair Bob Lucido; Webmaster Hank Kriz; State Advisor & Zoom Chair Derek Southern; Zoom Support/Br. 35 Big Sir Andy Danver; Br. 8 Big Sir Ron Cassano; Br. 51 Big Sir Gerry Shebar; Br. 120 Big Sir Bill Wheeler; Br. 129 Big Sir Lee Lamp.

Call to Order. President Rick Kindle called the meeting to order at 2:02 pm, verified a quorum, gave the invocation, and had the attendees join him in pledging allegiance to the flag. The Minutes from the State Board Meeting February 10, 2022 were approved as written.

Treasurer's Report- State Treasurer Roy Hodgkinson reported that revenues for the 1st quarter 2022 were more than expected (+\$5,805) due primarily to branch closing funds not yet disbursed to branches; assessment revenue was also somewhat higher due to a higher number of members than the budget estimate. Income breakdown was 70% Assessments, 12% Cash Forward, and 18% Branch Closings. Expenses also were lower (-\$6,421) due primarily to timing of payments for insurance premiums. Expense breakdown was 47% Insurance, 28% Administration, and 25% Committees.

Old Business

Update on Br. 81's Pilot Program for Ladies- Big Sir Ed Benson reported that:

- the March luncheon was the first since November due to COVID-related luncheon facility shutdown. There were 68 participants. (19% women).
- April luncheon reservations are currently at 74 (33% women).
- There is continuing difficulty obtaining leaders to fill BEC positions, 1/2 currently being filled temporarily with leaders from other branches.
- Annual dues are set at \$30 (member) or \$45 (family).

A discussion ensued regarding whether women can become members. Legal Advisor Alan Melnicoe counseled that the Articles of Incorporation refer to "retired men".

Bylaw 15 states: "**Membership shall be open to any man** regardless of age, race, color or religion...". Over a dozen other Bylaws refer to "he", "him", and "his".

Consensus was that a woman cannot be considered as a member even during a pilot program without changes in the Articles and Bylaws. Alan stated he would look into adjusting the Articles and Bylaws to allow women as members.

Other Branches' Interest in a Pilot Program for Women- After discussion, it was concluded that a branch must apply for and be granted approval by the State Board to establish a pilot program.

Insurance Carrier Renewal- Insurance Chairman Craig Hoffhines was pleased to announce that SIR now has a renewal of its liability insurance contract agreed to with the current insurance carrier. He expects the annual cost will be about \$51,000-\$55,000, a modest increase from the prior year.

Review of COVID Protocol- President Kindle initiated a discussion of the COVID Protocol, which centered around the possibility of a more "user-friendly" waiver. Legal Advisor Melnicoe stated that he had studied waivers from a number of different sources, and found them either more complex than SIR's, or to be inadequate for SIR's needs. He recommended no change, which was the consensus of the Board.

Elimination of the waiver was also discussed in light of the general loosening of COVID-related restrictions/requirements at the State of CA, county, and local governmental levels. However, the consensus was that the waiver continues to serve a useful purpose in liability protection for SIR at this time.

New Business

Use of Consent Agenda- President Kindle tabled this agenda item.

New State Activity Chairman- President Kindle was pleased to introduce new State Activities Coordinator Bob Lucido to this new position. Continued development of activities within every branch is a key factor in the retention of existing members and recruitment of new members.

Adding “MEMBEE” Vendor Functionality to INFOSYS- State Treasurer Roy Hodgkinson presented slides summarizing the benefits of the “Membee” database system that would reduce the workload on State Database Administrator Rick Sale. It is expected particularly to reduce or eliminate considerable data entry work. The system is designed for multi-users and remote access update. It carries an annual cost of less than \$1000 to the vendor.

Chief Administrative Officer Dean Steichen supports the project while recognizing there are several unanswered questions including addition of complexity, and the difficulty in estimating both the time/effort to implement and the time savings.

Database Subcommittee Chairman Rick Sale strongly supports the project, will be implementing the change, and has already begun some of the preliminary work.

New State Marketing/Communications Chair- Vice President Dave Gonzales summarized the need for this new position, which will be primarily operational in nature and will report to the Vice President. Recruitment to fill the position will begin shortly.

Proposal- Attracting AG’s, Big Sirs, Little Sirs- Vice President Gonzales suggested that Past Big Sirs from 2020 and 2021 be contacted or be sent letters asking them to consider stepping up to an AG position. A list of the Past Big Sirs from 2020 and 2021 was distributed to the RD’s so AG’s can review it and contact the ones in their Area.

Past President Stu Williams put forward a proposal supported by Vice President Gonzales to initiate an annual process of sending a letter from the President towards the end of the year to each sunseting Big Sir, announcing that he will be considered for an Area Governor position where there is an appropriate opening.

Proposal- Team for New Branch Startups and Team for At Risk Branch Support- Vice President Gonzales complimented the recent analyses completed by Derek Southern and Dick DeVoe regarding closed branches and those at risk of closure

based on their membership history. He stated that many branches are facing survival challenges, to the point that normal support by Area Governors and Regional Directors is beyond their capacity to do so in a thorough and timely manner.

To save as many branches as possible, more resources need to be assigned to the effort. Therefore, he will present a proposal to RD's and AG's at their next meeting that a team of specially qualified leaders be established to concentrate on supporting branches that need and want support.

In addition, he commented that very few branches have been chartered over the last 20 years. He will at that same meeting present a proposal that another team of specially qualified leaders be established to concentrate on opening new branches.

The great challenge of implementing these two initiatives is recruiting a sufficient number of qualified leaders to staff the teams. For this reason, he would plan to start the "support team" first, and then work to staff the "new branch opening" team next.

Status- Missing Form 27's From Branches- Vice President Gonzales expressed his deep concern that Form 27's are not being submitted monthly. For January, only 53 of 96 branches (55%) were submitted. In February, only 56 (60%) were submitted.

He pointed out that the Form 27 is an important management tool for a branch's leadership. It provides significant data on a range of different benchmarks (summary shown here):

- the last 3 years of valuable information for easy reference.
- number of members-in by month*.
- number of members-out (attrition) by month.*
- total number of guests.*
- number of member and partner activities.*
- median branch age.*
- number of guests.*
- guest conversion ratio (automatically generated- important to estimate no. of guests required to induct 1 member for that branch)
- no. and % of guests in attendance at luncheons.*

* to be compared against goal for the year, assuming one has been set.

If a branch is not submitting Form 27's, that is an indication that the branch may not be focusing regularly on the keys to its longterm (and/or short term) branch survival.

Policy/Bylaw and Volunteer Recognition Award Proposals- Policy & Procedures

Chairman Dale Decker presented the following:

1. Policy/bylaw revisions to Policies 17, 34, 44, 47 and Bylaws 130, 131, 140, 141, and 148. These revision proposals had been requested for review by Board members prior to this meeting. (Other policies authorized by Chairman Decker for minor revision involve only clarifications- Policies 10, 12, 14, 30, 37.)

2. New recognition awards in the form of lapel pins. These proposals had been requested for review by Board members prior to this meeting.

- “HLM Gold Lapel Pin”. This would be added to the current HLM recognition program. Additionally, all past and current HLM recipients would receive this lapel pin to recognize them. All new HLMs would continue to receive a framed certificate along with this new pin.
- “Distinguished Service Award (DSA) Silver Lapel Pin”. The DSA award would require an application recommended by a Branch BEC and approved by the Area Governor. This process is designed to increase the visibility and involvement of the AG in his Branches. The DSA would also be used at the State level to recognize State leaders in lieu of framed certificates.
Also, the DSA is a one time award that will be given to 2021 Big Sirs (they would no longer receive a Certificate of Recognition) and all future Big Sirs.
- “I’m Doing My Part Lapel Pin”. This pin has already been introduced for Branches to provide special recognition for highly valued members. The DSA and HLM award will continue to be available as further recognition that may be awarded when appropriate.

State Treasurer Hodgkinson stated that funding for the purchase of all the lapel pins would not be a problem because the proposal results in overall savings.

P&P Chairman Decker will work with Dave Gonzales, Roy Hodgkinson and Ron Saltgaver in the logistics of ordering, distributing and awarding the pins. He suggested that State- in addition to paying for a supply of HLM and DSA pins- also cover the cost of additional “I’m Doing My Part” pins for the branches; these would then be available on the State website for branch purchase as done for rooster pins.

A motion to approve the policy/bylaw revisions and the recognition awards was made by Dean Steichen, seconded by Pat Reed, and passed.

Proposal- Artwork for Embossing Seal- Policy & Procedures Chairman Decker presented two revised seal options. A motion to approve the Option 2 seal using the

present logo was made by Dave Gonzales, seconded by Roy Hodgkinson, and passed.

Clear Captions Phone Service- President Kindle announced that he has been reviewing a free phone service of the Clear Captions Company for the hearing-impaired. Since this free service may help some of our members, he plans to distribute a message to all RDs, AGs, Big Sirs and Little Sirs that this program is available. Those leaders are encouraged to advise their members.

Adjournment- President Kindle adjourned the meeting at 4:30 pm. An executive session was then held which adjourned at 5:19 pm. There was no reported action.

Minutes submitted by: State Secretary Dick DeVoe. Date: 4/16/22.

(Next Regular Meeting: June 16, 2022 @ 2 pm on Zoom)