



**Pleasant Hill Branch 146  
Minutes of the Branch Executive Committee Meeting  
December 5, 2011**

**CALL TO ORDER**

**Big Sir Pete Gates**, called the meeting to order at 9:30 a.m. He welcomed the 10 visitors including Committee Chairmen. (See **Attendance Roster attached**).

**BEC ROLE CALL/QUORUM**

**Secretary Terry Marchione** announced that a quorum was achieved with 9 of the 12 BEC members present. Directors **Kohl and Hertweck** were absent. (see **Attendance Roster attached**).

**APPROVAL OF MINUTES**

**Terry Marchione** indicated that the minutes from the November meeting had been distributed electronically to all members of the 2011 BEC. He asked if there were any corrections or additions to the minutes. Being none, the minutes were approved as written. A copy of the minutes is available on the Sir website.

**BIG SIR'S REPORT**

**Big Sir Pete Gates** reported on the following subjects:

--Currently the Branch produces two versions of the Sir Call; one for the web and one that is mailed to the few subscribers we have. A motion was introduced to eliminate the mail version and have only one version of the newsletter that can be used for both the web and mail. This will result in some incremental costs. For 2012 the increased cost will be absorbed by the Branch. This policy will be reviewed during 2012 to assess whether or not the subscription price should be increased. The motion was carried.

--**Pete** announced several personnel changes.

Jim Saavedra will become Ass't Treasurer

Frank Rockwell takes over as Golf Chairman

Ray Kan is the new Honoree's chair

Bill Roberts will assist Bob Mehus as Ass't Luncheon chair

Jack Calloway is stepping down as recruitment and retention chair

Jim Meehan is not able to continue on the BEC

The 2012 meeting dates were finalized. The May and December BEC meetings will be held on the 1<sup>st</sup> Thursday, there will be no days of random seating in 2012, team colors day will be held in August, Ladies day in May and Dec and Veteran's day in Nov. A motion was made to this effect and was passed.

### **LITTLE SIR REPORT**

**Jim Burk** announced that the Beauty Shop Quartet (x2) will entertain at the luncheon on Thursday. He also reviewed the newsletter subscription status as well as the "buddy" system and announced that these programs will continue in 2012. Jim reminded the officers that the appropriate materials need to be passed on to next years officers.

The Audit committee has been formed. **Steve Siljestrom** will chair and be assisted by **Lew Thompson** with **Frank Rockwell** as advisor.

The Nominating committee has also been formed, headed by **Pete Gates**. **Dennis Hallett** and **Jeff Baily** will join the committee

### **SECRETARY'S REPORT**

Secretary Marchione reported that the revised Branch Regulations have been included in the SIR Manual and will be posted to the web this week.

### **TREASURER'S REPORT**

**Sir Dick Woodman** reported that we started the month of October with \$10,446.37 and ended the month with \$14084.55. Dick also reported that the number of members paying in cash has remained fairly constant in recent months. He followed with a brief review of the details of receipts and expenses.

Luncheon no-shows continue to be a problem causing extra work for the Treasurer and Luncheon chair as they attempt to collect the money and evaluate the various excuses of missing members.

Dick suggested the membership chairman proceed with the purchase of Access 2010 in order to upgrade our current software. A motion was made and passed to approve not more than \$200 to be expensed in 2011 for this purpose. It was subsequently determined that the software can be purchased for around \$125 online.

The Treasurer has also been collecting information for the inventory report. This is nearly complete.

### **COMMITTEE REPORTS**

#### **Membership (Steve Sprague)**

Steve sought BEC approval for two new members, **Jeff Davis** sponsored by **Larry Mitchell** and **Ahmad Ghoreishi** sponsored by **Bob Yolland**. This motion was approved. In addition, a member on the inactive list, **Joe Himsl**, has been reinstated to the active list.

Two members have resigned—**George James** (from the inactive list) and **Welby Bigelow**.

After the above changes, our total active membership count will increase by two to 271 members. Our inactive roster decreases to 9.

**Recruitment and Retention – Chair Jack Calloway**

In Jack's absence, Big Sir Gates gave a brief summary of our current status. Overall, the Branch statistics continue to exceed the goals set at the beginning of the year, The November luncheon saw an impressive 78% member attendance.

**Attendance/Luncheon – Chair Bob Mehus**

Bob reported that the notification policy has resulted in a significant improvement in the number of members calling in after the Friday deadline. He did not, however, that we need to improve in the area of members notifying the chairman if they are bringing guests. Some enhancements to our current procedure will be tried.

**Activities (Christmas Lunch) – Chair Steve Dawkins**

A total of 253 have signed up to attend the Christmas luncheon.

**Publicity—Bill Hoban**

Sir caps will be on sale (\$10) at the January luncheon.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned by Big Sir Gates at 11:05a.m. The next meeting of the BEC will be held in December at a time and place to be announced..

**Attachments:**

- (1) Attendance Roster 12/5/11 BEC Meeting
- (2) Treasurer's Report for November 2011; and Form 28 "Monthly Cash Report" for November, 2011 (Dick Woodman)
- (3) Membership Chair's report; and Form 27 for December, 2011 (Steve Sprague)