

Honeywell Retirees' Social Club of Arizona

Board of Directors Meeting

Wednesday, September 28, 2016

1. Meeting was called to order by Ed Taschner at 1:00 PM.
2. During the course of the meeting's discussion the previously unconfirmed identity of responsible personnel for each planned club event was resolved:

Event	Confirmed Responsible Individual(s)	Comment
Oktoberfest	Gwen Scheetz, Dawn Orgill, Linda Darnell	
Day at the Races	Vic Fragnito	
Caribbean Cruise	Barbara Rippstein	
Spring Picnic	Linda Darnell, Dawn Orgill, Gwen Scheetz	
Christmas Party	Mary Barkl	
Community Project	Doug Metzger	

The balance of discussion topics are presented in the order they were addressed at the meeting.

3. Gwen Scheetz presented a status of the Scholarship Foundation activities with the following high points: To date the Garrett Club members have donated in excess of \$2500 and the HRSC members have donated in excess of \$500; When combined with the annual commitments from the HRSC, Garrett Retirement Club and Honeywell, the Scholarship Foundation can plan on funding scholarships totaling at least the same as last year's \$9000; Scholarship applications for the current year will be accepted beginning 1 December 2016.
4. The secretaries corrected Minutes for the 31 August HRSC Board Meeting were approved.
5. Doug Metzger presented the 'Preliminary' Financial Status for the month ending Sept. 2016. No issues were identified by Doug relative to the financial status of the club and no significant issues preventing approval of the report were identified. The report was approved by the board members present with the proviso that the report is completed with the inclusion of interest earnings reported by the credit union at the close of the month.
6. A discussion relative to the By-Laws revision voted on during the 31 August Board Meeting (Refer to Item 8 of the respective meeting minutes) and who has responsibility for incorporation of the by-laws changes lead to the following three board actions:
 - With a majority of the board members present, a re-examination and vote (7 in favor) occurred to reapprove the modification to the By-Laws adding the following sentence to 'Article III – MEMBERSHIP, Section 2 – Membership Classes, Active Members' paragraph stating "If both spouses meet the eligibility requirements, only one annual dues payment is required for both to be active members." The favorable vote by a majority of the Board eliminates the need to present the By-Law amendment to the club's general membership for approval.
 - Additional discussion on who has ownership and is responsible for executing updates of the By-laws lead to approval (7 in favor) of the following additional modification of the HRSC By-Laws 'Article VI – OFFICERS, Section 1 – Powers and Duties, Paragraph D – Secretary' third sentence to: 'The Secretary will be responsible for any correspondence, files, records (including the By-Laws), and papers of the Club not pertaining to the office of the Treasurer.'
 - While none of the board members present at the meeting had a complete understanding of how the club's website security was implemented and to what level recovery of its content was assured, the discussion proceeded to focus on the appropriate official repository for the club's By-Laws. The board then approved a plan where the secretary would create an official source media for the By-Laws independent from the current web location. **Action Item:** The HRSC Secretary (currently Darrel Golic) to create the source media where the club's By-Laws source files would reside and be maintained in the future.

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7. This was our first board meeting held at BJ's Restaurant & Brewhouse. While the restaurant did provide a suitable place to hold the meeting, those members in attendance identified the following two issues: The restaurant is fairly noisy during BJ's healthy lunch period and the parking lot offered limited convenient spaces. However, after a short time both issues had disappeared. As a result, the board approved a proposal to move the starting time of future monthly meetings to 2:00PM.
8. Doug Metzger and Gwen Scheetz reported that after examining financial audit processes from other similar organizations they settled on a financial audit process proposal. While the final process may differ slightly for the HRSC and the Scholarship Foundations, they both would utilize a process where the financial officer would present the materials under review to a team of auditors composed of existing board member(s) not associated with the generation of the materials and a set of volunteers from the club members at large. The audit will occur after the close of the club fiscal year. Further discussion at the meeting narrowed the auditing team down to one board member and two volunteers from the general club membership. The preliminary statement of the process was approved by those in attendance at the board meeting. In order to complete the original process identification action from the prior board meeting and introduce the audit activity to the club membership, the following [Action Items](#) were assigned: Doug and Gwen are to produce and distribute a written process for their respective organizations; In addition, Ed will introduce this subject in his President's Column of the Bridge to initiate interest from potential volunteer club members.
9. Linda Darnell and Gwen Scheetz reported that preparations for the Oktoberfest are underway with no major issues identified. This year a 'Chicken Apple Sausage' alternative to the brat and burger main entries will be available. In addition, people submitting the \$10 cover fees for the event are also asked to indicate their preference for the event so that the appropriate quantities of each item will be available at the event. As is usual for this even, only a few people had notified Gwen of their intent to attend the event. However, the numbers of attendees is expected to rise rapidly as the event date nears.
10. Vic Fragnito reported that the 'Day at the Races' event necessitated the club committing to a minimum of 20 attendees with an upfront cost of \$480. This initial hurdle for the event is normal. Vic also indicated a limited number of available dates for the event. After some discussion 14 February was selected. Based on this event date Vic identified 3 February as the cutoff for registrations.
11. Linda Darnell led a discussion regarding the proposed change of the Spring Picnic to the McCormick-Sillman Railroad Park. During the course of the discussion all concerns identified such as parking, ease of access, restrooms and cost were discussed with no major issues identified. In addition, the park does offer additional attractions for attendees to take in if so desired. With a rental fee of \$75 for the entire day the Sillman Ramada was targeted during the discussion as being the location of choice. In general the discussion indicated an agreement by meeting attendees with an attempt to find new and varied outing locations as alternatives to the Peoria Park that has been used during the past few years. The board approved the selection of the McCormick-Sillman Railroad Park for the Spring Picnic and authorized the rental of a ramada. [Action Item](#): The Spring Picnic responsible team is authorized to a ramada at the Railroad park for the Spring picnic. However, a date for the Spring Picnic remains to be approved by the Board.
12. Mary Barkl reported that she is pursuing a joint Christmas Dinner / Dance with the Sperry Club again this year. This approach offers the HRSC least expense and the lowest effort to setup since the Sperry Club does all the work. The location and DJ are expected to be the same this year as last. Last year's menu included pre-dinner appetizers as well as a healthy buffet. This is expected to remain the same this year as well.
13. Doug Metzger reported that Kelly Watson, the director of the 'Phoenix Rebuilding Together' organization, contacted him about the 'Make-a-Difference-Day' event that is being organized for 22 October. While Doug could not answer all the questions about the event regarding cost and participant responsibilities, he was able to provide the following info: One or more fix-up events believed to be light duty work such as painting is being organized; and Participating organizations were asked to commit support of multiple people. During the board's discussion Doug was asked to contact the Fix-up event coordinator indicating that the HRSC would like to participate with an as yet undetermined number of volunteers. Recognizing the short time available to get organized before the fix-up event an article will be placed in the upcoming Bridge to generate interest for volunteers and the other clubs will be contacted to see if participation from their members is available as well.

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14. Linda Darnell indicated an interest in performing an expiring membership contact effort again this year similar to that performed last year. While this volunteer activity is certainly appreciated, execution of this phone contact was thought better left till after the first of the New Year when parallel notices for expiring memberships are placed in the Bridge and in the email newsletter deliveries. **Action:** Darrel to provide Linda a list of the expiring member names and phone numbers after the first of the year.
15. Ed closed the meeting at approximately 2:40pm.

Board Record of Attendance – 2016 -2017 Season

August 31, 2016

NOTE: Board absences are tracked in accordance with HRC By-Laws, Article VI, ¶ 2G

Officers & Directors			Yes	No	Comments	# Absences
Ed	Taschner	President	✓			
Doug	Metzger	Treasurer	✓			
Linda	Darnell	Vice-President	✓			
Mary	Barkl	Past-President	✓			1
Linda	Gregerson	Director (2019) & Editor	✓			
Kevin	Harris	Director (2018) & Web Master		✓		2
Gaylord	Brockway	Director (2019)	✓			1
Dawn	Orgill	Director (2018) & Scholarships		✓		2
Gwen	Scheetz	Director (2017) & Scholarships	✓			
Darrel	Golic	Secretary & Membership	✓			
Bala	Visvanathan	Director (2017)		✓		2
			✓		<i>Quorum Achieved</i>	

Non-Voting Staff

Barbara	Rippstein	Cruises		✓
Vic	Fragrito	Day at the Racess	✓	