

SIR STATE BOWLING COMMITTEE

Sir Jerry Sabo ~ Chairman
Sir Russ Salazar ~ Vice Chairman
Sir Tim Hall ~ Secretary
Sir Joe Young ~ Treasurer
Sir Eric Miller ~ Asst. Treasurer
Sir Ed Benson ~ State Ex-officio
Sir Bryan Davenport ~ Operations Advisor
Sir Ray DiBasilio ~ Policy Advisor
Sir Dan Weller ~ Web Manager

SIR STATE BOWLING COMMITTEE MEETING

Minutes of meeting held on February 6, 2018

Location: Sacramento Elks Lodge #6
6646 Riverside Blvd., Sacramento

Chairman Sir Jerry Sabo called the meeting to order at 10:00 AM.

SIRs in attendance: Babiarz (55), Braden (155), Brown (112), DiBasilio (113); Elmer (161), Hall (160), Kaufmann (19), Kropf (19), Locke (73), Marshall (108), Merryweather (105), Miller (113), Monahan (128), Mustain (112), Sabo (59), Salazar (113), Schuster (19), Takesh'ta (2), Weller (8), Young (113).

There were no guests in attendance.

- A. **Opening:** Sir Jerry Sabo convened the meeting with the Pledge of Allegiance.
- B. **Introduction:** Chairman Sabo - All attendees were asked to introduce themselves and to sign and review the sign-in sheet that was passed around.
- C. **Minutes of Previous Meetings:** Sir Tim Hall, Committee Secretary
 1. In the meeting announcement posted on the SIR website, Committee members were asked to download and print the minutes from the August 8, 2017 Committee meeting. Copies were also made available at the front table. It was moved and seconded that minutes from this prior Committee meeting be accepted as written. The motion was passed unanimously.
 2. Executive Committee meetings were held on February 7, April 5, July 6 and October 3, 2017. Minutes from these meetings are posted on the SIR website for members to read if they are so interested. Because minutes from these meetings are not subject to review by the Bowling Committee at large, no vote was taken for their approval.
- D. **Treasurer's Report** – Sir Joe Young provided a financial statement for the interval from January 1 to December 31, 2017 (see Attachment 1) showing a beginning balance for the year of \$5,615.45 and an ending balance of \$5,282.74.
 1. Sir Young reported that the current SIR Ten-Pin assessment of \$0.40 is adequate for maintaining the budget flow for the present and recommended that it continue at its present level at least through the 2018 fiscal year.
 2. It was moved and seconded that the budget be approved. The motion passed unanimously.
 3. There followed a brief discussion of the results of the SIR State Auditor's review and subsequent approval of the Bowling Committee's books. Treasurer Young reported that because the Committee's fiscal transactions are quite limited, the State Auditor is interested primarily in the financial records and practices of the individual Branch tournaments. Sir

Young reminded those attending that the State Auditor previously requested that in addition to the required Tournament Financial Report, Tournament Managers must also submit to the Committee Treasurer the tournament flyer with the tournament rules, plus a list of the bowlers who cashed at the tournament and the amount of their winnings.

4. Sir Young and Assistant Treasurer Sir Eric Miller reported that they are developing a series of four (4) fiscal recommendations for inclusion in the SIR Bowling Tournament Guidelines that will guide Tournament Managers in preparing reports and maintaining adequate records that verify all transactions for future audits by the SIR State Auditor. These recommendations should be prepared and distributed to the Bowling Executive Committee for review within a few weeks.

E. Administrative Remarks – Sir Jerry Sabo

1. Important topics and decisions, including changes in the Executive Committee membership, were summarized briefly by Chairman Sabo in his opening remarks. Membership changes include:
 - a. Sir Brian Davenport was appointed to the position of Operations Advisor following the resignation of Sir Paul Kramer;
 - b. Sir Tim Hall was appointed to the position of State Bowling Secretary following the resignation of Sir Ray Buttacavoli;
 - c. Sir Ray DiBasilio was appointed to the position of Policy Advisor to replace Sir Brian Davenport.
2. Chairman Sabo reminded Committee members to notify Sir Davenport of any changes in the annual SIR Bowling calendar.
3. Chairman Sabo summarized key topics that were discussed and the conclusions reached by the Bowling Executive Committee at their 2017 workshops held at Pacific Avenue Bowl in Stockton on July 7 and at Fireside Bowl in Citrus Heights on October 3. Minutes of these workshops are available on the SIR website.
 - a. Editing and revising the ***SIR Bowling Tournament Guidelines*** document. This document is now in (nearly) final form and is intended to provide systematic guidance to Tournament Managers in preparing for tournaments with clear application forms and rules, administering them effectively, and reporting correct results to both the SIR Bowling Committee and the USBC in a timely fashion. An electronic copy of this document was sent to all Committee members with the second letter of invitation to this meeting for their review.
 - b. Chairman Sabo also raised the question of how best to deal with Tournament Managers who do not follow the SIR Tournament Guidelines, a situation that has apparently arisen in the past. A brief discussion followed with an apparent consensus that such tournaments would not be recognized as SIR sponsored activities and would be removed from the annual Sir Bowling calendar.
 - c. The Executive Committee is finalizing a Tournament Review Committee whose purpose will be to provide timely review of, and if necessary to edit, tournament application forms, the statement of rules and performance results. Bowling Committee officers on the Review Committee may include the Chairman, Policy Advisor, Operations Advisor and the Web Manager.
 - d. Chairman Sabo reminded Committee members to do whatever they can to help the SIR organization grow!

F. Report of the Policy Advisor – Sir Ray DiBasilio

1. Sir DiBasilio had nothing to report at this time.

G. Report of the Operations Advisor – Sir Bryan Davenport

1. Sir Davenport was unable to attend this meeting.
2. Sir Davenport wished to remind Tournament Managers to submit any changes to the 2018 draft Bowling Tournaments calendar to either himself or to Sir Weller, Bowling Web Manager.
3. Sir Davenport is still in the process of bringing the *State Bowling Committee Bylaws and Standing Rules of the SIR Bowling Manual* up to date. Some items approved by the State Bowling Committee and recorded in official meeting minutes have not been incorporated into the Bylaws. Once this revision is complete, the *SIR Bowling Tournament Guidelines* will, if necessary, be revised to conform with and exemplify the *Bowling Manual*.

Coffee Break

H. Report of Web Manager – Sir Dan Weller

1. Sir Weller gave an informative summary of how his standardized tournament application templates available on the SIR website are helping Tournament Managers prepare for their tournaments. He reminded those assembled of the necessary steps to create an easy-to-read application. The first step involves identifying the Tournament Manger's assumptions/parameters for the tournament such as tournament type, participants, type of events, handicap, cost etc. Once the assumptions are made explicit, the Tournament Manager selects the template that best fits the parameters of his planned tournament. Each template consists of two pages, the first of which states the costs and tournament rules. The second page records key participant data plus the date, time and order of participation in the various squads offered.
2. Sir Weller is available and eager to assist Tournament Managers use these forms. He has outlined the benefits of using the Application Templates in the *SIR Bowling Tournament Guidelines* document.

I. Remarks from SIR State Vice President – Sir Ed Benson

1. Sir Benson was not present at the meeting. However in a memo sent to Sir Sabo, Sir Benson reminded the State Bowling Committee to do whatever we can to help the SIR organization grow!

J. Old Business –

1. *Bylaws and Standing Rules* revisions – In Sir Davenport's absence, Sir Hall reiterated that once all the pertinent rules and resolutions approved by the Committee have been incorporated in the *SIR Bowling Manual*, the *Tournament Guidelines* will be revised as necessary to be in conformance with the *Manual*. This process should be completed with the next few weeks.
2. SIR Bowling Master Contact List revisions – Sir Hall, Committee Secretary, and Chairman Sabo have been working to make the Master Bowling Contact List current by adding the recently activated members and deleting those who are believed to be no longer active. The result is that now virtually all active members have email addresses and can be contacted electronically. This is an easier and more cost-effect way of communicating with fellow SIR bowlers than by using snail mail. The Committee Secretary will no longer provide mailing labels to Tournament Managers, but will send them upon request a current member list in Excel format. Any forms Tournament Managers might require can be downloaded from the SIR website.
3. *Tournament Manager Guidelines* - Sir Chairman Sabo then offered a page-by-page review of the current edition of this document that is available on the SIR website. Only four sections stimulated discussions from the Committee members present. Under "Eligibility", the difficulty of identifying and handling bowlers who are no longer active members of a SIR

- branch was discussed but not resolved. Concern was expressed that “Multiple Participation” options might pose a challenge to the application templates currently available. Under California law, “Raffles”, it was agreed, are problematic. There was an opinion from the members assembled that Brackets run by the House with all of the funds collected being returned to the bowlers might not be a violation of California law. The issue of “Non-Compliance” with the Tournament Guidelines by Tournament Managers was also raised. Consensus was that this section of the Guidelines might be expanded to underscore the seriousness of unresolved financial issues and to make it clear that unless tournament finances were handled properly, the tournament would be removed from the SIR calendar.
4. Sir Weller, Committee Webmaster, reported that the SIR Bulletin Board on the SIR bowling website is no longer operational due to lack of interest.

K. New Business – Executive Committee Members

1. Sir Chairman Sabo and Sir Weller gave a slide presentation of the Bowling Tournament Manager Program in Excel that was prepared by Sir Bob York. This thoughtfully prepared program can be used to effectively and efficiently manage a bowling tournament providing, of course, that all required data is entered correctly! This program is currently available to Tournament Managers from Sir Sabo and might soon be posted on the SIR Bowling website.
2. Chairman Sabo recommended that the State Bowling Committee meet but once a year instead of twice. He reminded the members that if important issues were to arise, he could always call a second meeting. It was moved, and seconded that that the SIR State Bowling Committee would meet once a year. The motion passed unanimously.
3. Chairman Sabo also noted that the position of Committee Assistant Secretary is now open and solicited a volunteer from the participants. Sir Hall smiled at this request, but there was no other response...

- L. **Adjournment** – It was moved, seconded and unanimously passed that the meeting be adjourned at 12:00 PM.

Respectfully submitted by:
Sir Tim Hall
Bowling Committee Secretary