

## ***BRANCH DIRECTORS***

Prepared by SIR State Training Committee

### **1. Branch Activities**

All activities on behalf of the Branch (bowling, golf, fishing, etc.) and not in conflict with Rule 13 and Rule 650 or any other rule, must be approved by the BEC at a regular or special meeting. The approval must be effected by an affirmative vote of a majority (51%) of the BEC and the approval shall not be effective unless it is properly recorded in the minutes of the meeting. Rule 151.1

**Note:** The best way to do this, is to have the Committee Chairman appear before the BEC at the start of the year and present the annual schedule of events (golf, bowling, etc.) and request BEC approval. The approval then must be entered in the minutes and the schedule should be attached to the minutes. The Branch Executive Committee may delegate the management of any Branch activity to any eligible active member or members or committee, provided that such activities shall be exercised under the ultimate direction of the Branch Executive Committee. Rule 154

### **2. Branch Executive Committee**

a. The Branch Officers are the Big Sir, Little Sir, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer ( 6 members ) and from two (2) to six (6) Directors. The Branch Officers constitute the Branch Executive Committee (BEC). Rules 120-121

b. No Branch officer shall serve concurrently as a State Officer except upon application to and approval by the State President. Rule 122. **Note:** Each Branch Officer is one person, e.g., one cannot be the Big Sir and a Director, nor the Secretary and Director.

c. The BEC, subject to the State and Branch By-Laws and the Standing Rules, and with due consideration of the Guidelines, shall direct the exercise of all corporate powers of the Branch and the conduct of all its activities and affairs. Rule 150

### **3. Duties of the Director.**

The Branch Director is an integral part of the Branch Executive Committee. He has equal voting rights with other members of the committee and shares equal responsibility for the conduct of all Branch operations and activities. A Director may be assigned specific duties and responsibilities by the Big Sir or the Executive Committee. Rules 240-241

**Note:** It is recommended to the Big Sir, in making Branch appointments pursuant to Rule 130, to appoint Branch Directors to be chairmen of the committees on bowling, golf, fishing, sunshine, membership and the like. The title would then become: Director of Membership, etc.

### **4. Installation of Officers.**

The Officers-elect of each Branch shall be **installed** at either the **November or December** meeting of the Branch prior to taking office January 1 of the ensuing year. The Big Sir, a Past Big Sir of any Branch, a member of the State Board of Directors, an Area Governor or a Past President, shall be the installing Officer. See Rule 140 for details