

NARFE CHAPTER 1192 EXECUTIVE BOARD MEETING MINUTES

April 19, 2021

Call to Order: President Pat Turner called the virtual meeting to order at 10:02 a.m.

Zoom Protocol: Host, VP Nancy Crosby. Nancy reminded members to mute other devices.

Pledge of Allegiance: President Pat led the Pledge of Allegiance. (Liz had a flag background for her Zoom set up.)

Attendance: Members present besides President Pat: Mary Binder; Liz Bowers; Nancy Crosby; Faye Vlieger; Darleen Wall; Larry Williams. Absent: Lorie Bennett; Johanna Caylor; John Wetterling.

Officer and Committee Reports

President: Pat Turner

- NARFE **LEGcon21** and Centennial celebration:
 - Registration information and other details are expected later in the month.
 - The final decision on WSF registration reimbursement was still not known.
 - Also, for those wanting to “help NARFE continue its important work on behalf of all federal employees and retirees,” they can donate to the Centennial Fundraising Campaign. For donations of “\$100 or more to the Centennial Fundraising Campaign over the course of 2021 ... you will be honored as a founding member of the Century Club. Learn more at: <https://new.narfe.org/centennial/>. [NOTE: All donations, no matter the amount, are welcomed.]
 - Mary shared that President Steve and Region IX VP Linda Silverio developed a proclamation for NARFE’s centennial that Steve has sent to Governor Jay Inslee for his consideration. He reported that the process typically takes 30 days. Mary said Steve shared that he is hoping it will be signed, and in time for Public Service Recognition Week, May 2-8.
- Pat provided the board information about the WSF chapter leaders survey that would be sent electronically soon. She encouraged all board members to complete the survey. [Note: See additional information in Mary’s WSF report, below.]
- Hospitality. Pat said she had nothing new to report regarding a contract with the Red Lion, Kennewick, as we were planning to continue having virtual meetings until September. She did report that she’d been contacted by a representative with the Holiday Inn Richland on the River (formerly the Hanford House/Red Lion) to let her know about their meeting space.

Vice President/Acting Service Officer: Nancy Crosby

- Zoom meetings – Nancy expressed concern regarding low attendance at the monthly Zoom chapter meetings other than board members. She said she sent 24 invites (to members who had previously attended a Zoom chapter meeting and/or who requested being on her invite list) besides the 10 to board members. Attendance at the March meeting was 15 members and 2 guests. She asked how we could encourage members to attend. Darleen shared that members are not returning calls when callers leave them messages, so it is hard to know if they actual receive the call. Nancy added that many individuals block unknown callers so unless a member has set up their phone to show a caller’s name, it may get blocked. There was discussion about texting vs. calling/leaving a message as a possible option. Mary said she could include this information in the next chapter newsletter, that is, let Darleen know if a member prefers a text message vs. an actual call/message. Liz shared that her records indicated a lower attendance at the last few in-person chapter meetings prior to COVID

restrictions. Mary shared that as the District I VP, she has been attending the Spokane chapter's monthly virtual meetings and there are very few members attending other than board members. So, by comparison, the Tri-Cities chapter is doing OK as its membership is smaller than the Spokane chapter. Other WSF chapters using Zoom are facing the same challenges. Despite the low attendance, Mary said having the virtual meetings is helping the chapter stay viable and connected. Chapters not using virtual meetings, and who have no newsletters, website or callers, are facing even more challenges.

- Nancy shared that she'll be moving in June into a new, modular home with her daughter. She said she believes she has a buyer for her house.
- Regarding the Service Office in the Federal Building, Richland, Nancy said she has heard nothing about having to vacate the office. Pat reported that she's heard there will be some major moves in June. The board discussed options should we be required to vacate the office. Nancy said she could continue to store the projector, screen, old banner and white tablecloth, but with downsizing for her pending move, that would be all she could store. Pat said she'd contact Johanna regarding the material in the office [Note: Pat sent an email to Johanna after the meeting asking if she could go to the Service Office and clean out/recycle what might not be needed and provide an assessment of what to keep. Pat offered to go with her, if she wanted/needed her to do so.]
- 3M 1700 Plus Series overhead projector – Mary provided pictures with projector details to Faye who had offered to assist in selling the projector using a Craig's List account she has. Faye said in researching a sell price, she found figures from \$300 down to \$250. She's also learned that arts and crafts people, in particular, use these projectors for projecting designs on a wall. She said the projector would be listed that day. [Note: Faye was able to do the listing during the board meeting.] The board discussed donating the proceeds from the sale to a charity, e.g., possibly a food bank. No final decision was made.

Treasurer: Liz Bowers

- Liz reported that the monthly financial reports from NARFE are still "not adding up." Nor is there consistency from NARFE on when funds are deposited, e.g., there was no February deposit – it came in March; but, she's already received the April deposit. She also said she has not been receiving a "reconciliation document" and asked who to call. Further, Liz reported that reminders such as those for the annual liability insurance premium and the IRS Form 990-N (e-postcard) reporting requirement were no longer coming to the treasurers and chapter presidents, but only to chapter presidents who then need to forward them to the treasurers. Mary said she would pursue this in her DVP I role.
- Liz said she has paid the chapter's annual liability insurance premium – \$100, which is through NARFE, and the annual renewal for the chapter's domain name to Cline Computers – \$72. She reminded the board that although currently there is no cost to the chapter for having Zoom capability as Nancy is donating this to the chapter, she is listing the cost, and that it is a donation, in the chapter's budget for tracking purposes.
- The IRS Form 990-N (e-postcard) needs to be filed by May 15. This filing is required for small non-profit organizations to maintain their nonprofit status.
- The GSA 2021 travel mileage reimbursement rate dropped from \$0.575 to \$0.56. The board discussed what the reimbursement should be for the chapter, e.g., traveling to/from Walla Walla for a health fair. After discussion there was a motion/second to reimburse at \$0.55. The motion passed unanimously.
- The draft chapter reimbursement form that Liz and Johanna worked on last year still needs some tweaking. Also, Liz said an issue is trying to make it fillable as she does not have the software to do that. Mary said she would work with Liz on the form. Larry said he could put a link to the form on the chapter website if the form is a PDF.

Secretary: Mary Binder

- Mary again reminded board members that it helps her when they reply to her emails requesting, for example, input to meeting agendas and/or reviewing minutes.
- She also asked members to let her know if they would be off their computers for several days so if she needed a reply to something she emailed, she'd know why it could be delayed. And, she again reminded the board about letting her know when they would be out of town. She recognized John Wetterling for being very good about letting her know!
- The board discussed options for its next virtual meeting. It will be **Wednesday, June 2, immediately following the chapter Zoom meeting.**

Public Relations/Newsletter: Mary Binder

- The May/June chapter newsletter is a work in progress. Replying to a question from Nancy, Mary said she now has information from board members for the newsletter. Nancy said the newsletters for mailing need to be mailed by the 28th or 29th for members to get them in time for the May meeting.
- Reminder: Senior Times Expo is tomorrow, Tuesday, April 20, 9 a.m. to 1 p.m., Southridge Sports Complex. It will be another drive-thru event, and an opportunity to again pick up "goody bags" with information.
- Reminder: Tri-City Regional Chamber of Commerce virtual monthly luncheon/meeting is Wednesday, April 28, noon. The April program is "State of the Counties."
- National Public Service Recognition Week is May 2-8. With Pat's concurrence, Mary will draft a letter for her to submit to the *Tri-City Herald*, as she did last year.
- Reminder: 21st Annual Cancer Crushing Breakfast fundraiser will be Thursday, May 6, 7:30 a.m. It will be both a virtual and in-person event – using the Fairchild theaters. Registration information is online, www.tccancer.org/foundation/breakfast, or contact Mary for more information.
- Table runner – Mary reported that WSF PR Chairman Sam Cagle stated at the April 14 WSF Executive Board meeting, that he'd gotten behind but was working on placing the order for the runners chapters wanted, including a second one for the Tri-Cities chapter. He was also looking at color options, e.g., blue, besides white – a question Mary had asked for Johanna.
- Spokane chapter pre-retirement seminars – Mary reported that the Spokane chapter will not be holding a pre-retirement seminar this year due to ongoing COVID restrictions, but is looking at doing one, possibly two, in 2022.
- 2021 Chapter 1192 Outreach Action Plan – Mary reported that the WSF Executive Board has not approved or disapproved the plan, as of its April 14 meeting. Initially, WSF President Steve Roy wanted to wait until membership co-chairmen were in place so they could review the plan, develop a template for other chapters to use, develop guidelines for 50-percent matching funds, etc. Former Region IX VP Rich Wilson volunteered to be the "retention" co-chairman and former WSF President Nancy Crosby volunteered to be the "recruiting" chairman. However, due to health issues, Nancy resigned from the position and, to date, it has not been filled. Mary queried the board regarding approving or disapproving the plan, i.e., is it contingent on finding a recruiting co-chairman? President Steve said he would call Mary and discuss the plan with her. Mary shared with the board that if the plan is not approved, the biggest impact to the chapter's budget would be not receiving matching funds for Visit Tri-Cities and the Tri-City Regional Chamber of Commerce memberships. WSF President Steve's focus is recruiting members and has questioned at previous WSF EB meetings using dues money for these memberships. Mary has explained the benefits the chapter has received with these memberships. Further, former Region IX VP Rich Wilson confirmed that these memberships are within NARFE's outreach parameters. Mary said she would continue to provide the board updates.

- Chapter 1192's 50th anniversary celebration, September 2021 – Mary said she'll have more information to share at the next board meeting but also is looking for ideas and suggestions for the celebration. She recapped what the chapter did for the 40th anniversary celebration, e.g., a special cake with the NARFE logo; tables with photos albums and other material stored at the SO, Federal Building.

WSF: VP/DVP I Mary Binder; Alzheimer's Chair Lorie Bennett

- **VP Mary** – Mary provided several highlights from recent virtual meetings:
 - The WSF Reinvention Committee met April 8. Two major initiatives are a revised WSF Retention/Attention postcard, and querying federation leaders and members about the federation through surveys:
 - A revised postcard should be available soon; Rich Wilson is currently working on getting the cards printed. They will be free to chapters, including the postage for mailing to members. In the past, Chapter 1192 has used these as additional reminders to those sent from NARFE to members about renewing their membership.
 - Currently, the committee has discussed electronically sending 3 surveys to members – the first to chapter leaders, and then to chapter members and to federation national-only members. A goal is to receive input from leaders and members about the federation, including how the federation can better support its chapters and members. [Note: The leadership survey was sent after the board meeting with a May 15 suspense date.] No time frame has been set for the chapter member and national-only member surveys.
 - Next virtual committee meeting is scheduled for Wednesday, May 26, 10 a.m.
 - The WSF Executive Board met virtually April 14:
 - Region IX VP Linda Silverio discussed having a regional training conference sometime in 2021. Nothing definitive at this time. She has been meeting virtually each month with the 5 Region IX presidents – Alaska; Idaho; Montana; Oregon and Washington.
 - President Steve again reminded board members about the importance of contacting our legislators. He provided an update on some of his recent activities, including successes with getting representatives to co-sponsor legislation important to NARFE members. He also provided an update on requests for NARFE-PAC funds from our representatives, and from Senator Patty Murray.
 - Next EB meeting is scheduled for Wednesday, August 11, 9 a.m.
- **DVP I Mary** – Mary said she'd recently been in touch with the other 5 District I chapter presidents [Spokane Chapter 32; Yakima Chapter 238; Wenatchee Chapter 239; Columbia Basin Chapter 856; Colville Valley Chapter 1247]. The Spokane chapter has continued to meet virtually for both board and chapter meetings, has a monthly newsletter and a website. The other chapters are struggling to stay together as they have not met in person (except Colville) or virtually, do not have chapter newsletters or websites, do not have call trees, etc.
- **Alzheimer's Chairman Lorie** – Mary reported for Lorie that Region IX Alzheimer's Chair Wally Walbruch suffered a heart attack April 2 while in Arizona. He coded and was revived, had a stent implant, and is now back home in Montana and recovering. She suggested a "sunshine" card from the chapter. The board concurred.

Legislative: Mary Binder

- Mary reminded members about using NARFE's Legislative Action Center to contact Congressman Dan Newhouse. She, too, would be working with his offices – both in Richland and D.C.

- The Washington State Legislature's current session is scheduled to end April 25. As of the board meeting, Mary said she'd not seen or heard anything about an extension. She also shared that she is regularly "virtually attending" Washington Policy Center updates on the session.

NARFE-PAC: Mary Binder for John Wetterling – The first quarter PAC reports for the 2021-2022 congressional cycle are now on the NARFE website. Mary shared several highlights:

- Total chapter contributions for the period, including from sustainers, was \$595, placing the chapter sixth of the state's 16 chapters. Mary stated while much of the total was most likely from the chapter's sustainers, March was NARFE-PAC month and usually a month where members make their annual or periodic contributions.
- The chapter remains second in the federation with 7 sustainers. The Bremerton chapter has 8. Based on NARFE's overall sustainer figures, this is a strong representation.
- NARFE's "mean" contribution was \$39.95. Washington State's was \$58.72, so well above NARFE's mean. Further, our Region IX's mean was \$57.20, also above NARFE's mean and placing Region IX once again in first place among NARFE's 10 regions. This is significant as Region IX is a small region from a population standpoint; so, to consistently be the number one region in mean contributions reflects positively on the region's members.
- Several congressional representatives requested and received NARFE-PAC funds during the quarter, including \$1,000 to Congressman Dan Newhouse (R-04).

Alzheimer's: Larry Williams

- Larry said there is "not much new" for donations, that they are "stagnant."
- Reminder: the area's annual Walk to End Alzheimer's is scheduled for Sunday, October 10. He has registered the chapter's team. He said he has been receiving Walk information at both the state and national levels. Both in-person and virtual options are being planned.

Webmaster: Larry Williams – Larry said he is behind in postings to the chapter website, e.g., chapter meeting programs, minutes, but hopes to get this done soon.

Membership: Johanna Caylor – Johanna missed the meeting as she misread the start time. She submitted a written report after the meeting:

- Following up on Frank and Pam Griffin's request to again become more involved with the chapter, Johanna reported she now has an updated mobile number for them.
- The dues issue with the former Walla Walla chapter member has been resolved, per Johanna's conversation with Sandra Lawing at NARFE headquarters. The dues figure has been corrected to reflect the Tri-Cities chapter dues, not the Walla Walla chapter dues.
- She would like to have about 20 NARFE 9x12 envelopes on hand for future recruiting.
- Johanna would like another picture of the new table runner sent to her. [Note: May 1, Mary resent Johanna the December 16 email to the board with a picture of the new runner.] She stated that she could use one for recruiting, and that she is printing copies of the membership application form and checking the NARFE website for other updated material.
- The chapter had 3 members receiving "distinguished" status during the first quarter. She requested and received from NARFE the recognition material (certificates, membership cards, pins). All 3 are out-of-town members so the material will be mailed to them. Johanna reported that she asked Sandra Lawing if in the future NARFE could mail the recognition material for out-of-town members. Sandra said NARFE could do that. Per Johanna, this will help the chapter's budget.
- Johanna also reported that she has an updated number for Peggy Corbin, has called and left her a message, and is looking for a non-DOE mailing address for her. She asked if Nancy Crosby had an address for Peggy.

Sunshine: Faye Vlieger – nothing new to report since the April 7 chapter meeting. [Following up from the March board meeting], Liz said she would get stamps to Faye. Faye needs Region IX Alzheimer's Chairman Wally Walbruch's address so she can send him a card. [Mary provided Faye the address, April 26.]

Caller Coordinator: Darleen Wall – besides the discussion earlier in the meeting, Darleen updated the board on her upcoming out-of-town schedule, and her plans for getting the callers the information they'll need for the May and June meetings. She will also provide them her cell number. Calling into the meetings will be a Zoom option for her if she does not have internet connectivity.

Open Discussion Items: Nothing discussed.

2021 PROJECTED MEETING PROGRAMS

- 05/05/21** Kris Todd, marketing director, WindSong, Kennewick, will provide a virtual presentation on this new, Montessori-style, dementia care facility (*Confirmed; POC: Mary Binder*)
- 06/02/21** Elizabeth McLaughlin, executive director, Tri-Cities Cancer Center Foundation, will provide a virtual presentation on the Foundation and its regional cancer philanthropy. (*Confirmed; POC: Mary Binder*)
- 09/01/21** Chapter 50th Anniversary Celebration (*POC: Mary Binder*)
- 10/06/21** The board discussed having a NARFE-related program, e.g., showing one of the webinars, discussing the benefits of NARFE membership, etc.; no decision on the exact program (*POC: Mary Binder*)
- 11/03/21** Annual Chapter White Elephant Fundraiser for the NARFE Alzheimer's Research Fund – members bring items for the auction (*tentative; remind members to bring items, cash/checkbook; POC: Larry Williams*)
- 12/01/21** Jeff Peterson and his mellow trumpet return for another chapter holiday music program (*Tentative; Liz said she would contact Jeff this coming week to confirm; POC: Liz Bowers*)

2022 PROJECTED MEETING PROGRAMS

- 01/05/22**
- 02/02/22** Jason Mercier, director, Government Reform, Washington Policy Center, will provide his annual Washington State legislative update (*Confirmed; POC: Mary Binder*)
- 03/02/22**
- 04/06/22** Terry & Kathy Maurer, antique appraisers, return to provide an update on the world of antiques; members bring items (no weapons) for appraisal (*tentative; POC: Mary Binder*)
- 05/04/22**
- 06/01/22**
- 09/07/22**
- 10/05/22**
- 11/02/22** Annual Chapter White Elephant Fundraiser for the NARFE Alzheimer's Research Fund – members bring items for the auction (*tentative; remind members to bring items, cash/checkbook; POC Larry Williams*)
- 12/07/22** Holiday Music Program

Adjourn: 11:39 a.m.

2017 BRAINSTORMING SUGGESTED PROGRAMS – from January 2017 chapter meeting (Mary)

- 1st PNNL and Projects – completed** (January 2020, 2013 chapter meetings; POC: Mary Binder)
- 2nd Hanford: Advisory board; Resource Center; EEOICP; Toxic Substances & Worker Health – update** (last presentation, February 2011)
- 3rd Benton-Franklin Dial-a-Ride Service** (new presentation)
- 4th Manhattan Project National Park – update** (last presentation, May 2016, WSF convention)
- 5th Habitat for Humanity – update** (last presentation date, unknown; Linda Bauer, point of contact)
- 5th TRIDEC** (new presentation)
- 6th Audubon Society** (new presentation)
- 6th CBC Observatory** (new presentation)
- 6th Richland Citizens Police Academy** (new presentation; Cerise Peck, 509.528.0245, point of contact)
- 6th Tri-City Union Gospel Mission** (new presentation)
- 6th Uber Services** (new presentation)
- 6th Veterans Coalition** (new presentation)
- 6th VFW – Veterans' Benefits** (new presentation)
- 7th LIGO** (new presentation; chapter made a site visit, October 2014)
- 7th The Reach** (update; last presentation, January 2012)
- 7th Young Marine Program** (new presentation)
- 8th Animal Rescue – program overview; where to make donations** (new presentation)
- 8th CBC Planetarium**

OTHER POSSIBLE FUTURE PROGRAMS – new; brought forward

- Amazon call center, Kennewick – function of the center** (POC: Larry Williams)
- Aviation History in the Tri-Cities – presentation by Malin Bergstrom, president, Bergstrom Aircraft, Pasco** (Note: Check if this can tie into Pasco Old Airport Tower restoration; POC: Mary Binder)
- Pasco Old Airport Tower – restoration** (POC: Mary Binder)
- Franklin County Historical Society – newly remodeled museum** (POC: Mary Binder)
- Local/Regional Wine Industry/Wine Programs – WSU/Walla Walla programs; vineyard – how, what, why, where; winemakers – careers, background, successes, etc.; starting a winery** (Liz Bowers suggestion)
- Central Basin Audubon Society** (POC: Steve Howes)
- Service dogs – training and types of service** (POC: Mary Binder)
- WSU Extension Service/Master Gardeners – programs, training** (POC: Larry Williams; still pursuing)
- City of Kennewick's "Bridge to Bridge" Redevelopment** (POC: Larry Williams)
- Drones – uses and challenges** (POC: Larry Williams)
- Port Directors – update on port activities**
- CBC's Culinary Arts Program**
- Women Helping Women – a women/children-focused program**

CHAPTER GROUP ACTIVITIES/SPECIAL PROGRAMS – PLANNED AND FUTURE IDEAS

- Dust Devils – 2021** (POC: Lorie Bennett)
- White Bluffs/Ringold – history and current status** (POC: Steve Howes; Lorie will talk with Steve)
- Hanford Reach National Monument** (POC: Steve Howes; Lorie will talk with Steve)
- MCBONES Research Center Foundation, Coyote Canyon Mammoth Site** (POC: Lorie Bennett; on hold)
- Pacific Northwest Regional Observatory/CBC Planetarium** (POCs: Mary Binder, Larry Williams) possibly in 2016; Larry said he has talked with POC Mike Brady regarding a tour)
- Lamb Weston – tour** (re-contacted; awaiting a reply; POC Lorie)
- WSU Wine Science Center** (tour; POC: Mary Binder)
- Registering Voters** (Johanna suggestion; she updated the board on the feasibility of doing this as a way to provide NARFE/the chapter exposure; volunteers would be needed; she'll continue to get more information, e.g., would this be feasible before the November elections)
- Moore Mansion tour – new owners as of 2020** (POC: Mary Binder)
- McNary Wildlife Refuge Tour** – POC Lorie Bennett