

NARFE Chapter 1192

Executive Board Meeting Minutes, May 6, 2009

CALL TO ORDER President Nancy Crosby called the meeting to order, 1:25 p.m., Red Lion Hotel, Kennewick. Present: Nancy; Mary Binder; Johanna Caylor; Bill Darke; Carl Gallion; Mary Goldie; Gary Hagedorn; Phil LaMont; Sig Preston; Anne Ross; Nancy Schreckhise; Larry Williams

UPCOMING PROGRAMS

06/03/09 Report on the May Federation convention. (Carl/other Convention attendees)

04/07/10 Terry/Kathy Maurer, antique appraiser. (Confirmed/Johanna)

Future program ideas – Other program options under consideration (new/brought forward):

Contacting OPM/other agencies – what you/your family need to know/have

Advanced Medical, Spaulding Business Park (Mable Rutt said this is a new concept for the area.)

Social Security/Medicare and interface with health-care plans (Carl/Johanna)

American Cancer Society

Area senior housing options (Verneice Skinner/possible fall program; Nancy will check on status.)

Long-term care ombudsman program (Carl)

Tri-Cities Wine Society or wine industry representatives (Mary Binder; Board confirmed interest.)

Tri-Cities Visitor & Convention Bureau and its programs (Mary Binder)

Recycling programs – update on what can/cannot be recycled (Mary Binder)

Sunset Gardens – options to consider (new/Carl; would not be sales pitch for Sunset Gardens but a presentation to stimulate thoughts regarding options in general)

OFFICERS

President – No additional report.

1st Vice president – No additional report.

2nd Vice president – No report.

Secretary – No additional report.

Treasurer –

Reporting Form – President Nancy said she and Treasurer Phil LaMont would be working on redoing the treasurer's report format.

Quarterly "Per Capita Tax" and IRS Form – President Nancy reported the January-March per capita tax was paid to WSFC and the required IRS Form 990N had been filed and accepted

Budget – President Nancy said a spread sheet needs to be developed that can itemize expenditures. This will help in preparing the next Chapter budget.

District Workshop Funds – President Nancy reported that not all the money budgeted for the April workshop was used as not as many Chapter members attended as projected.

District Vice president – No report.

COMMITTEES

Alzheimer's – Chairman Bill Darke reported that the Chapter will donate \$350 for Alzheimer's in the Chapter's name at the upcoming WSFC Convention. Also, November is Alzheimer's month, and we're planning on an auction to raise funds for Alzheimer's.

Hospitality – Responding to a question, Chairman Carl Gallion reconfirmed that having a dessert is not in the contract with the hotel; the hotel is providing this gratis.

Legislative – No additional report.

Membership –

Washington American Postal Workers Union Convention – Chairman Johanna reported on the Chapter's table with NARFE information at the Washington American Postal Workers Union, AFL-CIO, annual convention, Richland Red Lion Hotel, April 1-5. She said she and other volunteers passed out a lot of literature and signed up 3 people as members. She also said her candy dish and a stand are missing.

Membership Reminder Post Cards – Johanna said she mailed out 17 post cards reminding members about renewing their membership. She said she believed these would work well. The post card was a discussion item by another chapter at the recent District workshop.

July 15, Health Care Fair – Johanna said she and Sig Preston would staff a Chapter table with NARFE information at the upcoming Federal employees health fair in Richland, July 15.

Membership Action Plan (MAP) – Johanna informed the Board that if the Chapter chooses to

submit a MAP to the Federation for the period June 1, 2009 to May 31, 2010, it is due by the end of May. The MAP is a projection of what membership/outreach activities the Chapter may undertake and which could result in some Federation reimbursement; but, without a MAP there is no reimbursement. She will also explore whether the free lunch the Board has agreed to provide a new member attending his/her first meeting could be reimbursable if on the Chapter's MAP. Johanna also provided the Board information on various "rebate" or "reimbursement" incentives available to help in membership recruitment and retention. With Board approval, Johanna will draft and send out to the Board electronically for comment and approval.

M-114, Semi-Annual Chapter Membership Roster – This semi-annual report has been released.

A copy will be in the Service Office. Johanna will be reviewing and updating it, as needed.

NARFE-PAC – No additional report.

Newsletter – Responding to a question, Larry Williams said he has been working on a template, but he is learning as he goes along. Nancy said she has the electronic proofs from the current newsletter; she'll forward them to Larry as samples. Johanna said she would check on when our current bulk mail permit expires; she recommended we continue to use it until it expires as we've paid for it.

[Reminder: Articles are due the 2nd Friday, every other month. Following is the remaining 2009 schedule: August 14; October 9; and, December 11. This allows for editing, production and distribution in a timely manner.]

Public Relations – No report.

Service Officers/Callers – Co-Chairs Mary Goldie and Nancy Schreckhise reported that the Service Center has gone past the Federation budgeted amount for mileage reimbursement. The follow-on discussion revealed this has happened in the past and the Federation has added additional funds so reimbursement can continue. However, no information at this time on whether this will happen this year. There was also discussion about the Federation Service Officer's newsletter and that it is a good newsletter with good information. While it is on the Federation's Web site, Larry Williams said he can also post it to the Chapter's Web site.

Sunshine Committee – Johanna provided Chairman Anne Ross a current membership roster to assist her in sending out cards.

Web site – No report.

OLD BUSINESS

WSFC Convention – President Nancy reiterated that she and Carl are on the bylaws committee and that she is also scheduled to be the timekeeper; Don Binder is chairing the resolution committee. She reported that Estelle Bellefeuille has had to cancel due to personal reasons. As a result of fewer attending than originally projected, currently only about \$800 of the \$1200 budgeted will need to be used to reimburse those attending. Carl said the Chapter's ad for the Convention booklet was \$40. Mary Binder will be putting together the Chapter's door-prize basket; value up to \$30. Johanna suggested we take extra copies of the Chapter's newsletter to the Convention as there may be members from other Chapters who would like a copy; Mary Binder gave President Nancy several copies to take. Johanna also suggested those attending take extra WSFC 2006 convention pins to sell; proceeds would go to our Chapter's Alzheimer's fund. She explained that some NARFE members collect such pins, and/or are willing to buy them if they know the proceeds go to Alzheimer's. Johanna will check on the original cost of the pins so a selling price can be determined.

NEW BUSINESS

Chapter budget year – President Nancy proposed changing the Chapter's budget year to the calendar vs. the July 1 – June 30 fiscal year the Federation uses. The Board discussed pros and cons of doing this as the Chapter used to follow the calendar year. Mary Binder stated that the 2 primary reasons for the change to the current fiscal year cycle were: to align with the Federation; and, to help new officers after the December election, that is, a budget would already be in place for them and not something they immediately needed to address. A change would also require an initial 18-month cycle to complete the realignment. The Board voted to again try a calendar-year budget cycle.

MEETING ADJOURNED – 2:28 p.m.

Prepared by:

Mary Alice Binder, Secretary