

NARFE CHAPTER 1192 EXECUTIVE BOARD MEETING MINUTES

February 13, 2024, 1:30 p.m., Virtual

Zoom – President Nancy Crosby

- The meeting was called to order at 1:36 p.m. by Nancy with a reminder to attendees to please mute their electronic devices. The Pledge of Allegiance was recited.
- In attendance were Nancy Crosby, Mary Binder, Liz Bowers, Johanna Caylor, Larry Williams, and Debbie Carlson.

Officer and Committee Reports

President Nancy Crosby:

- Reported that she and Mary Binder continue to work on updating portions of our Chapter's bylaws. It was noted there were a lot of changes that need to be made. Board members were asked to read through the bylaws for possible suggested changes and let her and Mary know.
- Work to establish a date/time to tour the McBones Coyote Canyon Mammoth Site (Site). Prior to the tour Nancy continues to work with site staff to set up a presentation to the NARFE members at an upcoming monthly luncheon. **(Note 2/20: Gary Kleinknecht, MCBONES Education Director, will provide a program at our June 5 chapter meeting.)**
- Dates for the Dust Devils games have been confirmed for June 22 and September 7.

Vice President Mary Binder:

- Mary reported she will be returning to Washington on March 30 and will be attending the April Chapter meeting.

Hospitality Coordinator Nancy Crosby:

- Nancy discussed the issues that came up during the February 7 monthly lunches:
 - Issues with the concurrent meeting being held “next door.”
 - Staff had not set up for us; room arrangements (for speaker's table, extra table(s)) were not correct as requested in a telephone conversation between Ed Nicholson (Clover Island Inn event manager) and Nancy.
 - Nancy said that Ed had called “several times” to apologize for the poor service and not having enough staff to take care of the NARFE luncheon properly.
 - Ed assured Nancy these issues would not happen again.
- The March lunch menu (pasta primavera) was planned based on religious issues; however, since the food restrictions (no meat on Ash Wednesday [March 6] and Fridays during Lent (February 14 – March 28)). It was suggested that a menu change could be made; however, it was decided to leave the menu as is.

Service Officer: (Acting) Nancy Crosby

- At the February 7 monthly meeting a member commented that the “free” drug coverage (Part D) in Medicare was not necessarily free.
 - Ellen LeVee has researched the question and will contact the member directly.

Treasure: Liz Bowers

- Liz provided copies of the proposed CY 2024 Budget.
 - A line-by-line review of the DRAFT budget was done with suggested changes discussed (e.g. increase in postage rates, health fair [separate from the proposed one at the upcoming WSF Symposium, website cost, supplies, recruitment cost, etc...)
 - Nancy will be attending national website training on February 27. The Board has requested that she find out if the Chapter history files, currently on the Chapter's website, will be transferred to the new website.
 - The Board decided Larry will continue to use the current Chapter website for at least one year. Larry stated the existing server will continue to give the Chapter space for its historical data.
 - Nancy to find out if the cost of ZOOM remains at \$200/annual or has been changed.
 - The cost of mailing out the Chapter's newsletter continues to increase. Postage has not only increased but the number of mailings is also on the rise due primarily to more outside chapters closing and some of those chapter members are not members in the our Chapter.
 - Liz did note she has plenty of supplies from past years.
 - The Chapter's trial contract with Clover Island Inn ends in March. How best to move forward with a new contract (April 2024 to April 2025 or April 2024 through December 2024 to keep Chapter luncheon costs at the same price was discussed.
 - It was also noted that the Chapter needs Clover Island Inn to guarantee the Chapter's use of the larger banquet space for the months of April, November and December for specific Chapter functions.
 - Renewal cost for membership in the Tri-Cities Regional Chamber is due in the May/June timeframe – will cost remain the same or increase?
 - A reminder that WSF pays a 50/50 share (max of \$1000/yearly) for outreach programs (e.g. Senior Times Expo). It was noted that some chapters might not use all their allotted funding and it could be possible to ask for additional funding. Mary suggested additional outreach projects such as the West Richland Veterans parade as well as a separate event in Yakima.
 - There was a good deal of discussion about the potential of a health fair at the upcoming (October) WSF Symposium. As the health fair will be a part of the Symposium – how best to get non-NARFE members to attend.
 - Upcoming WSF Symposium and the National Conference (FEDCon24) costs discussed. With regards to the Symposium, at the last such conference, WSF paid the registration fee for WSF members to attend, and our Chapter paid for Chapter members' meals. Regarding the cost for the National Conference, it was stated that there could be some reimbursement from the Federation. Attendance at both events will influence the budget. (**note:** notice of the FEDCon24 was received just prior to the end of the Board meeting).
 - Upon the completion of the Chapter 1192 2024 Budget discussion, Nancy made a motion, Mary seconded, and the Board approved the Budget (Draft, Rev 3) with the suggested changes.
- Currently the signatories on the Chapter's GESA account include individuals no longer with the Chapter or have reduced functions. It was suggested that Liz, Nancy, and Debbie be the signatories on GESA's form BA-593B Business New Account Checklist for Members. Liz made a motion as such, seconded by Johanna and the Board approved the resolution.
 - A meeting will be set up at GESA's office at 7421 Sandifur Parkway, Pasco, to finalize this action.

- The audit of the Chapter's 2023 financials has been completed. Mary requested Liz forward the audit reports to Arlene Patton (WSF treasure) and copy Mary.
- Liz reported the IRS 990-N filing for 2023 is completed.

Secretary: [Debbie Carlson](#)

The next Board meeting will be held on April 9, 2024, at 1:30, via Zoom.

WSF: [Mary Binder, District Vice President](#)

- Mary provided a brief recap of the December 27 and January 23 Zoom Executive and Advisory Committee meetings.
 - Next meeting will be on February 27 at 10 a.m., via Zoom.
 - The work to update WSF bylaws continue. All WSF NARFE members for whom NARFE has email addresses should receive a copy of the proposed changes, for review, via FEDHub. The draft is also posted on the WSF website. Comments are due by March 30. The changes are intended to streamline the bylaws and might be good for the Chapter's update of our own bylaws.
 - Liz mentioned there is nothing mentioned in the WSF or Chapter's bylaws about audits/budgets and the retaining of documents electronically and wondered if this would be addressed in the updated bylaws.
- Updates from the committee meetings for the Region IX Symposium (October 24-26, 2024) include:
 - Originally this meeting was presented to members as a training session; however, after consideration the Symposium committee felt a name change was needed to encompass more of what they felt members should be expecting.
 - The next meeting of the committee will be on March 7, via Zoom.
 - Continued work for the Symposium includes completing the contract for the event center, setting up hotel reservations, contacting possible sponsors and vendors, entertainment, donations for giveaways, health fair, and a memorial service.
 - Look for ads in the May and August issues of the NARFE Magazine.
- National, WSF federation-level, and Region IX VP elections
 - Seeking people to fill the positions for National and Federation president, vice president, secretary, treasurer.
 - Due to Steve Roy not running for a second term as Region IX VP, there is a call out for nominees to apply to fill that position, too.
- Arlene Patton, WSF treasurer/Spokane chapter member, is serving on NARFE national committees for the election for national president and the secretary/treasurer positions and the restructuring of dues (look for possible future changes).

Newsletter/Public Relations/Outreach: [Mary Binder](#)

- The March/April newsletter is nearing its final draft and will be sent out to the Board to review soon.
 - Articles to be included in the newsletter include:
 - Liz on the budget
 - Johanna on membership, to include distinguished list from the Yakima/Naches closed chapter (no added distinguished members from our Chapter until May); and the 12 new members)
 - The Tri-City Regional Chamber of Commerce meeting on February 28 "State of the Ports"
- Senior Resource Guide for 2023/2024 publication is set up for print and will be out for distribution soon (the Chapter will get a supply for distribution)

- The Chapter did place an ad in the guide at a cost of \$150.

Legislative: [Mary Binder](#)

It was noted that there were several post office employees (current and retired) who had questions/concerns about the bills going through Congress and how they are/will affect employees and retirees and are seeking someone to meet with them who can talk about the bills. Dan Newhouse's office may be of service; however, Mary said the new postal reform bill has already been passed and signed, so a government benefits specialist or healthcare provider representative may be better at this point than a legislative representative. Mary will work this issue to get clarification.

Alzheimer's Coordinator: [Larry Williams](#)

Larry stated he will continue to manage the Alzheimer's program until later this fall.

Webmaster: [Larry Williams](#)

- Larry has agreed to continue as webmaster until the new WordPress system is installed. As well, he will continue to manage the Chapter's current website for the next year and in doing so will guarantee the Chapter's historical documents will be "safe" until confirmation is received the new system will be storing them and will be a good backup as the learning process for WordPress continues.
 - Larry mentioned there was concern from members who were having problems getting into the Chapter or WSF websites. He said that the web host the Chapter uses to check for SPAM had tagged the Chapter's website as bogus. Larry said he is unsure if he could get it fixed by the time the Chapter's documents are moved to the NARFE WordPress system.
 - This incident was one of the deciding factors to retain the current Chapter website for an additional year.
 - Nancy has committed to sending out bypass instructions on how to access the Website when she sends out the emailed newsletters.
 - **(Note –2/20: there is no longer a problem logging on to the Chapter or WSF websites. Nancy)**

Membership Coordinator: [Johanna Caylor](#)

- Johanna will provide an updated M112 report to the Board.
- Joe Pavlinac is a former member who wants to rejoin, and Johanna will follow up with him.

Sunshine Coordinator: [Faye Vlieger](#)

Faye was unable to attend today's meeting. It was noted that Chapter member John Cavanaugh had passed away – a card will be sent to his family.

Caller Coordinator: [Darleen Wall](#)

Darleen was unable to attend today's meeting.

2024 PROJECTED MEETING PROGRAMS

- 03/06/24 Sean O'Brien, president, executive director, Energy Forward Alliance, to provide an overview of this new alliance, and insight into the legislative process.
(Confirmed - POC: Mary)

- 04/03/24 Terry/Kathy Maurer, local antique appraisers, return to the Chapter to provide an update on the world of antiques, answer questions and discuss/appraise- items members bring (*Confirmed POC: Mary*)
- 05/01/24 Alzheimer's Research update, Alexis Bonoff, community outreach manager,
 - Washington State Chapter, Alzheimer's Association (*Confirmed - POC: Mary*)
- 06/05/24 Mammoth Dig Presentation (confirmed – POC: Nancy)
- 09/04/24
- 10/02/24
- 11/06/24 Annual Chapter White Elephant Fundraiser for the NARFE Alzheimer's Research
 - Fund – members bring items for the auction.
 - (*Confirmed – POC Debbie*) remind members to bring items, cash/checkbook
- 12/04/24 Holiday Music

Open discussion:

- Nancy asked Board attendees to review the projected meeting programs (noted above) and if there were ideas for missing programs to please let her know.
- John Wetterling called into the meeting with a proposal which involved him donating his handyman services to help **chapter** folks with smaller jobs around their homes. There is no charge for his services; however, all materials would have to be purchased by the homeowner.

Adjourn

The meeting was adjourned at 3:47 p.m.

SUGGESTIONS FOR PROGRAMS AND SOCIAL EVENTS FOR 2024

Make a Wish Foundation

Requests for end of life for adults (nonprofit excellent presentation) -Layna Kinsman

Nutritionist

Meals on Wheels

Social Events

Gallery at the Park Allied Arts

Visit the TC Annual Quilt Show

Planetarium (CBC)

Bowling

Book Club just for members

Baseball or hockey games

River Cruise Lunch or Dinner

Ice Harbor Dam Tour

Wine tasting - local or Walla Walla

Field trips to special places, i.e., gardens, museums, etc.

~~Dust Devils Baseball Game – Nancy Scheduled~~

Horse Ranch on Red Mountain – covered wagon holds 10 people- goes through vineyards

Meet at a winery

Picnic in the Park