

**NARFE Chapter 1192**  
**Executive Board Meeting Minutes, August 26, 2009**

**CALL TO ORDER** President Nancy Crosby called the meeting to order, 10:06 a.m., Tri-City Country Club, Kennewick. Present: Nancy; Don Binder; Mary Binder; Johanna Caylor; Bill Darke; Carl Gallion; Mary Goldie; Gary Hagedorn; Phil LaMont; Sig Preston; Mable Rutt; Nancy Schreckhise; and Larry Williams.

**UPCOMING PROGRAMS**

**09/03/09** Cindy Henriksen and Gretchen Strother from the Tri-Cities Visitor & Convention Bureau will provide information on the economic impact of tourism on the Tri-Cities community (Confirmed/Mary Binder)

**10/07/09** Sandy Cagle, new Federation president, will talk about the NARFE single-dues structure referendum, and other topics she deems appropriate (Confirmed/Carl Gallion; callers will emphasize that Sandy will speak, and the information will also be on the Chapter Web site and in the news announcement for the *Tri-City Herald*)

**11/04/09** Alzheimer's fundraiser – white-elephant auction (Confirmed/Bill Darke)

**12/02/09** Installation of officers and holiday program

**01/06/10** Dr. Travis Carter, podiatrist, foot care for seniors (Confirmed/Mary Binder)

**04/07/10** Terry/Kathy Maurer, antique appraisers (Confirmed/Johanna Caylor)

**Future program ideas** – Other program options under consideration (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 2010 program)

*Long-term care ombudsman program* (Carl)

*Tri-Cities Wine Society or wine industry representatives* (Mary Binder)

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

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

**OFFICERS**

**President** – President Nancy said she will be taking over Chapter treasurer duties, until new officers are installed in December, as Phil LaMont has asked to be removed from his duties due to health and family issues. District Vice President Carl Gallion confirmed this change would not result in a conflict of interest. The Board concurred with Nancy assuming the treasurer duties.

Nancy provided copies of NARFE's 2008 bylaws for those needing them. She also said the July 2009 *Quarterly News for NARFE Leaders* has an article announcing that "NARFE has changed its guidance to chapters on writing chapter bylaws, adding a section calling for the establishment of a chapter audit committee." While chapters do not have to rewrite their current bylaws to include this committee, NARFE advises that "all chapters should include an audit committee in future revisions."

**1<sup>st</sup> Vice president** – Gary Hagedorn stated he would be gone much of the fall, but would keep the Board apprised of his schedule.

**2<sup>nd</sup> Vice president** – No report.

**Secretary** – Nancy gave Mary Binder the Chapter's updated insurance liability paperwork for filing.

**Treasurer** – President Nancy provided the Board a spreadsheet with Chapter expenses for last year and also a proposed chapter budget to cover from July 1, 2009 through December 31, 2010 – the 18-month cycle needed to move the Chapter's budget year from a June/July cycle to a calendar year cycle. The Board discussed Nancy's budget, including the format, recommended changes and voted to approve the budget with the changes discussed. Nancy will make those and send the revision to the Board for its review.

Treasurer Phil provided the Board the June and July treasurer reports. He said there was an error on the July report, which he manually corrected at the meeting prior to handing it out. He also said he was working on the quarterly per capita tax; President Nancy said she would help him.

The Board thanked Phil for his service as Chapter treasurer.

**District Vice president** – Chairman Carl Gallion reported that he attended the Wenatchee chapter's annual picnic in August. While attendance was down, the chapter still raised \$250 for Alzheimer's. Carl said both he and Don Binder, new Federation NARFE-PAC chairman, have access to state reports for all chapters. Contact Carl if you need access to any of the information.

Carl provided highlights from the August 20 Federation Board meeting in Tacoma, and will provide an overview at the September Chapter meeting. (Note: This is different from the July 16 date announced in the June Chapter minutes; the meeting date was changed.) Carl's highlights included:

- Sandy Cagle, new Federation president, likes the committee approach for accomplishing things.
- The 2010 Federation convention is scheduled for May 17-19, Holiday Inn, downtown Everett. Reservation/meal costs are estimated at \$100 per person.
- The 2011 Federation convention is scheduled for May 15-17, Mirabeau Park, Spokane. Note the dates are Sunday – Tuesday.
- There is a push to again review having a bi-annual vs. annual state convention, primarily due to the drop in attendance. Most other states have bi-annual conventions. If the Washington Federation opts for bi-annual conventions, they would be held during the off year from NARFE's national convention and be effective in 2012.
- Federation is encouraging chapters to find an active federal employee who could be a chapter advocate.
- Federation President Sandy attended a Federation presidents meeting in Grand Rapids, Mich., the site for next year's national convention. There are still convention logistics issues needing resolution. Sandy presented the Federations' Retention Attention Program and said it was well received. Another topic of discussion was declining membership numbers.
- Chapter 1192 is one of two Federation chapters with a Service Center. Of the \$1,000 the Federation budgeted for such centers, Chapter 1192 has received \$511, to date.
- The WSFC membership chair, John Cornette, is forming a membership committee. [Johanna said she's been asked and accepted a position on the committee.]

Carl said he would be attending all District V chapter meetings in September. He will be providing the chapters feedback on the Retention Attention Program, including discussing the success of the post card reminders sent to those whose membership is lapsing. He added that more money would be available to cover the costs for the post cards due to their success.

Finally, Carl reported that Federation Secretary Paul Shell will be updating the Federation roster after Labor Day, so all chapter changes should be reflected prior to the update.

## **COMMITTEES**

**Alzheimer's** – Chairman Bill Darke reported there is \$145 in the Chapter's Alzheimer's account. For the November white elephant auction, Johanna volunteered to contact Chapter member Bobby Long to serve as the auctioneer.

**Hospitality** – Chairman Carl Gallion said in November he would be negotiating with the Red Lion for lunch menus and prices. The Board discussed providing Chapter members information about lunch prices – what they cover and what they don't, and that the Chapter has to pay for lunches for no shows, unless they're sold to other members at the meeting. Carl said he would highlight this information for members at the Chapter's September meeting.

**Legislative** – Co-Chairman Don Binder said August was NARFE's designated month for contacting members of Congress while they were in their home districts. However, Don said that with the town hall meetings our representatives were conducting on health care reform, he opted to make no additional contacts. He also reported that there would be no COLA in 2010 and that health care costs would most likely rise for most individuals. "Holding our own" is now NARFE's primary focus.

**Membership** – Chairman Johanna Caylor reported that the Chapter has 379 voting members, as reflected on the latest M114, *Semi-Annual Membership Roster Report*. Johanna stated she is working with the report, checking for accuracy, working on transferring members to other chapters who live out of the area, etc. The goal is to keep the membership under 400 for membership "contest" purposes. Membership over 400 puts a chapter in the "large" chapter category, making it more difficult to get recognition for recruiting efforts. Also, Johanna requested Mary Binder notify her when she receives the membership information needed for voting on the NARFE dues referendum.

**NARFE-PAC** – Chairman Don Binder provided information on the PAC cycle – coincides with Congress – and where PAC money is used, e.g., up to \$5K per individual during an election cycle.

**Newsletter** – President Nancy reported that the September/October Chapter newsletter has a new format – larger font and 4 pages. It is printed on 11x17 inch sheets, folded in half to make an 8 ½ x 11 inch newsletter. During the meeting, the Board completed folding and labeling the newsletters for mailing. President Nancy, Mary Binder and Johanna are continuing to explore printing and mailing options. Nancy also reported that she did much work with the mailing labels list to make future mailings easier. The Board also discussed using e-mail whenever possible, e.g., Federation Board members, and the need to scrub the mailing list periodically to eliminate unnecessary mailings.

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

**Public Relations** – Chairman Gary Hagedorn said that today he would send the meeting announcement to the *Herald* and to Shannon Peterson, the DOE point of contact.

**Service Officers/Callers** – Service Officer Nancy Schreckhise said she needed an updated membership roster for the callers. Normally in September, callers call all on their lists to determine who does/does not want to be notified telephonically about Chapter meetings. They then adjust their lists accordingly. Service Officer Mary Goldie said the callers are interested in getting together for a no host lunch; she is exploring dates. President Nancy said she also supports the Chapter hosting (paying) for a lunch again this year as a thank you to the callers for all they do each month.

Johanna said she went on line and ordered some updated recruiting materials for the Service Center.

**Sunshine Committee** – The Board discussed having a back up/member in training for Anne Ross, committee chairman. Having a back up/someone else to perform a committee's duties is consistent with the direction the Board is taking for all committees.

Carl volunteered to contact Anne about Chapter materials she has stored at her home. Mary Binder volunteered to contact Diane Reed, wife of member Bruce Henriksen, about archiving this material. Diane is a historian and has archiving experience. **[Note: Mary contacted Diane, September 1; she has agreed to offer advice.]**

**Web site** – Web master Larry Williams will explore adding additional links to the Chapter's Web site, e.g., for other chapters.

## **OLD BUSINESS**

**Dues referendum** – The Board discussed options for ensuring members have the information they need to make an informed decision on whether or not to support the referendum, e.g., additional information in the next Chapter newsletter, posting information of the Chapter's Web site.

## **NEW BUSINESS**

**Nominating Committee** – Larry Williams volunteered to again be on the committee; he will contact Sandy Smith and ask her if she also will again serve on the committee. In September the committee needs to begin work on preparing a slate of officers for the November election.

**MEETING ADJOURNED** – about 1:15 p.m.

**Prepared by:**

*Mary Alice Binder, Secretary*