

NARFE Chapter 1192
Executive Board Meeting Minutes, August 11, 2010

CALL TO ORDER President Gary Hagedorn called the meeting to order, 10:35 a.m., Tri-City Country Club, Kennewick. Present: Gary; Don Binder; Mary Binder; Nancy Crosby; Bill Darke; Mary Goldie; Nancy Schreckhise; and, Larry Williams.

UPCOMING PROGRAMS

09/08/10 *Recap of NARFE National Convention* (confirmed; Johanna Caylor; Sig Preston)
10/06/10 *Social Security/Medicare Interface with Health Care Plans* (tentative; Johanna)
11/03/10 *Annual White Elephant Auction for Alzheimer's Research Fund* (confirmed; Bill Darke)
12/01/10 *Holiday Tap Dance Show, Tri-City Tappers* (confirmed; Mary Binder)
01/05/11 *Volunteer Center, Cathy Merrill Holle, Executive Director* (confirmed; Mary Goldie)
02/02/11 *Gangs and the Tri-Cities – what you need to know* (tentative; Don Binder)
03/02/11 *Elder Law/Medicaid/Estate Planning, etc., Loren Eddy* (tentative; Mary Binder)
04/06/11 *Antique Appraisers, Terry and Kathy Maurer* (confirmed; Johanna Caylor)
05/04/11 *Wine Industry in Washington State* (tentative; Mary Binder)
06/01/11 *Recap of Washington State Federation Convention* (confirmed; convention attendees)

FUTURE PROGRAM IDEAS – Other program options under consideration (new/brought forward):

Energy Employees Occupational Illness, Gail Splett, DOE/Hanford PM (Nancy Crosby)
Elder Law/Medicaid/Estate Planning/Living Trusts/Wills/Probate, Loren Eddy (Mary Binder)
Neighborhood Watch (Dolores Rizzo suggestion)
Blue Mountain Wildlife, Pendleton; Alan Cliff, Native American spiritual leader (Dolores Rizzo suggestion based on Saturday, Feb. 20, 2010, article, *Tri-Cities Herald*)
Seeing eye dogs and/or police dogs and their roles (Dolores Rizzo suggestion)
Long-term care policies (Carl Gallion/Carolyn Reeploeg)
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)
American Cancer Society
Area senior housing options (Verneice Skinner/possible 2010 program; Nancy will call Verneice)
Tri-Cities Wine Society or wine industry representatives (Mary Binder)

OFFICERS

President – Gary Hagedorn discussed with the Board whether to keep holding monthly Board meetings immediately after the Chapter meetings or move them to before the meetings, or another day/time. The Board opted not to make a change at this time.

1st Vice President – Don Binder reported that 2nd Vice President Carl Gallion is scheduled for his hip re-replacement surgery Friday, August 13. (**Note: Surgery was postponed.**)

2nd Vice President – Carl Gallion. No report.

Secretary – No report.

Treasurer – Nancy Crosby reported on and the Board discussed several items:

- Nancy reformatted the Chapter's current 18-month budget for easier understanding.
- Nancy recommended changes to several budget categories (Monthly Meeting; Public Relations; Bulk Mailing Permit; Secretary Supplies) to better reflect expenses; the Board discussed and concurred. Nancy will update the budget to reflect the changes.
- Nancy recommended Board members submit bills for paper, cartridges, etc. so the budget more accurately reflects actual expenses.
- Despite the additional expense, the Board concurred with having 6 newsletters per year; for some members, it is their only communication tool.
- Nancy will prepare a draft 2011 budget for the Board's review; starting in January, the Chapter will be on a 12-month budget cycle.
- Arlene Patton is the new Federation treasurer. With the transition, 2nd quarter per capita dues had not been paid as the needed form had not been received; Nancy will continue to monitor this.

District Vice President – Steve Anderson sent District chapter presidents several action and information items, which the Board discussed. (**Note: Gary's responses to Steve incorporated.**)

Action items:

1. Chapter bylaws – currently under review; projected completion, November. (**Note: During new business, Larry said the Board is not doing business in accordance with its bylaws, e.g., convention delegates are to be voted on not appointed. Also, at the District V workshop in Yakima, he learned the Federation is splitting bylaws and standing rules. Don Binder has volunteered to review the Chapter's bylaws.**)
 2. Membership Action Plan – Chapter 1192 does submit an annual plan.
 3. Public Relations Action Plan – Chapter 1192 does not currently submit this plan, but intends to do so for 2011. (Note: Mary Binder volunteered to do this.)
 4. Timeline of Chapter events – No current timeline; preparing one for 2011, which will include participating in the Tri-Cities Senior Expo in June. (Note: Larry Williams will prepare the timeline; Board members need to provide input to him.)
 5. Recruitment posters – Chapter 1192 has downloaded and printed these.
 6. New contacts – Chapter 1192 does provide these names to NARFE for further contact.
 7. Per capita tax – Chapter 1192 is prepared to submit the quarterly tax when the form is received.
 8. WSFC Board minutes – Gary has not been receiving them; provided Steve contact information.
 9. Job descriptions – Gary asked Board members to review their position's job description.
 10. Nonexistent job descriptions – Board is awaiting those descriptions from NARFE headquarters.
 11. Goals and action plans – Chapter 1192 Board has scheduled a November planning session.
- Information items** : of note from the 5 items Steve provided, the 2012 convention. The Vancouver, Wash., chapter has volunteered to host. (Note: Chapter 1192 is considering hosting for 2014.)

COMMITTEES

Alzheimer's – Chairman Bill Darke reported the Chapter had \$118.94 in its Alzheimer's account. He reminded Board members that this is a separate account from the Chapter's regular budget. He also reported that there is a new Federation Alzheimer's chairman, so recent lost check issues should not be a further issue.

Hospitality – For Carl Gallion, Mary Goldie reported:

- The Kennewick Red Lion has a new catering manager, Cassi Wynne. (**Per Mary since the Board meeting, Cassi's direct number is: 737-2307.**)
- The September meeting, September 8, is scheduled to be in ballroom 5.
- Answering Gary's question, Mary said Carl negotiates with the Red Lion for the meetings/food. The Board discussed and concurred with an announcement in the next Chapter newsletter reminding members that vegetarian orders need to be placed ahead of time and that all cancellations must be made before noon Monday or the member will be charged for a no show.

Note: Update since the Board meeting. Mary verified that:

- **The hotel does have lapel mics; renting is \$85. (Larry will explore costs to purchase a lapel mic; may be reimbursable through the PRAP.)**
- **The hotel is wireless throughout.**

Legislative – Co-chair Don Binder reported that:

- He and Mary Binder are planning to attend the biennial NARFE Legislative Workshop in Washington, D.C., in March 2011.
- Mary is planning to attend a local event featuring Patty Murray, Thursday, August 19.

Nancy Crosby said Carol Moser wants to come and talk to the Chapter; the Board discussed this and decided to wait until after the August 17 primary to make a decision. If pursuing candidates, offers should be made to all to provide them equal opportunity.

Membership – For Chairman Johanna Caylor:

- Nancy reported there was one new member who joined at the July health fair at which the Chapter had an information table.
- The Board reviewed and approved the annual Membership Action Plan Johanna had prepared.

NARFE-PAC – Chairman Don Binder reported that before the Federation's May convention, the Federation had about \$10,000 donated in this legislative cycle, which started in January 2009. President Margaret Baptiste's recent letter brought positive results, along with \$1100 donated at the Federation convention. As of June, the Federation had received \$43,660 in donations.

Newsletter – Chairman Johanna, and Mary Binder and Nancy Crosby will be working on the Chapter's September/October newsletter. Nancy requested that it be out by August 25 or 26.

[Reminder: Articles are due the 2nd Friday, every other month. The remaining 2010 due-date schedule is: August 13; October 8; and, December 10.]

Public Relations – Gary said he would continue to send out the monthly meeting news announcements, and would provide copies to the Board. (**Note: Larry suggested an announcement/ad in the monthly *Senior Times*; Mary Binder is exploring this option.**)

Service Officers/Callers – Service Officers Nancy Schreckhise and Mary Goldie reported:

- They recently lost 2 callers; they will also check to see if Carl can fill in for Carolyn Reeploeg, who currently is having health issues.
- In September – the annual calling of all members to help determine who wants to be called.

Sunshine Committee – No report.

Website – Chairman Larry Williams reported the web site is up to date.

OLD BUSINESS

National Convention – The Board discussed and approved having Johanna get input from Regional VP Lanny Ross before voting, as needed. Gary will contact Johanna. She and Sig Preston are the Chapter's representatives. The Board also discussed several of the proposed resolutions:

- 10-14 – go back to distinguished/honorary members.
- 10-15 – no.
- 10-19 – yes.
- 10-30 – yes.
- 10-41 – yes.
- Dues resolutions – the Board discussed and concurred moving these out of the bylaws and placing decisions with NARFE's Executive Board, including dues amounts.

Health Fairs – For Johanna, Don Binder reported that local fairs will be:

- October 13, Prosser, Agriculture Research Service, 12:30 – 3:30 p.m.
- October 14, Social Security Administration, Kennewick, 8:00 – 9:00 a.m., Richland Federal Building, 10:00 – 11:30 a.m., and, DOE Stevens Center, Richland. 1:00 – 2:30 p.m.

An announcement will be in the September/October chapter newsletter regarding the health fairs and reminding members they won't automatically be receiving brochures, they'll need to request them.

NEW BUSINESS

2011 Officers – Schedule for nominating and selecting officers is:

- September – nominating committee is formed.
- October – slate of officers presented.
- November – Chapter votes on slate of officers.
- December – Officers are installed.

The September/October Chapter newsletter will have an announcement asking for volunteers to serve on the nominating committee.

Senior Expo, June 17, 2011 – Nancy Crosby reported that she attended the 2010 event in June, at the Three Rivers Convention Center, Kennewick, received much good information, and recommends the Chapter participate in 2011, June 17, with a table and NARFE information. The Board concurred, including having some type of "handouts" to help draw individuals to the table.

Federation July Board Meeting – Don Binder attended the meeting and provided the following:

- With the Federation convention moving to a biennial cycle, the odd years will focus on training. The Federation is looking for a chair person to help coordinate this training.
- Don will serve on the new Strategic Planning Committee with Steve Anderson.
- Mary Binder has volunteered to be the new *Federation Reporter* editor.

Logistics – Two items:

- Board members concurred they wanted to be copied on e-mails so as to stay informed.
- Mary said she would mail information to Mable Rutt, parliamentarian, as she does not use e-mail.

MEETING ADJOURNED – 1:10 p.m.

Prepared by:

Mary Alice Binder
Secretary