

## **NARFE CHAPTER 1192 EXECUTIVE BOARD MEETING MINUTES**

### **August 1, 2014**

President Don Binder called the meeting to order at 12:05 p.m., Tri-City Country Club, Kennewick. Board members present: Lorie Bennett; Don and Mary Binder; Johanna Caylor; Nancy Crosby; Bill Darke; Steve Howes; Larry Williams. Absent: Carl Gallion; Pam Griffin; Mable Rutt; Pat Turner.

The board discussed upcoming chapter meeting programs, and other potential options for monthly meetings and group activities in 2014 and early 2015. The focus is to have interesting programs and activities that will increase attendance, participation and membership. To note, Lorie reported that the tentatively planned bus trip to the Maryhill Museum and Maryhill Winery would cost about \$100/per person. The board concurred this would be too expensive for most of our members.

#### **PROGRAMS – Upcoming**

**09/03/14 *Tim Coleman, elder law attorney, will discuss issues pertinent to seniors***

(confirmed; POC Johanna will finalize topics based on previous board input.)

(Note: brief August NARFE convention summary besides a monthly program.)

**10/01/14 *4<sup>th</sup> Congressional District candidates or representatives*** (tentative; POC Don will pursue with the top 2 candidates after the August 5 primary)

**11/05/14 *White Elephant Auction Fundraiser for NARFE Alzheimer's Research Fund***

(confirmed; POC: Bill Darke)

**12/03/14 *Rolling Hills Chorus of Sweet Adelines International*** (tentative; POC Don, will pursue w/Faye Vlieger) [Note: holiday goodies, too! POCs: Mary and Lorie]

**01/07/15 *Carousel of Dreams – past, present, future*** (tentative; POC Mary is pursuing)

**02/04/15 *Music therapist, Lindsay Tucker, will provide a presentation on music therapy – what it is, how it works, training involved for a therapist*** (tentative; POC Mary is pursuing)

**03/04/15 *Blue Mountain Wildlife*** (tentative; POC Steve is pursuing)

**04/01/15 *Terry and Kathy Maurer, antique appraisers*** (tentative; POC Mary is pursuing)

#### **PROGRAMS – Future Ideas** (New; brought forward)

**Umatilla Chemical Depot – closure update** (POC Mary Binder is pursuing with Debbie Lopez; final update in 2014/2015, depending on closure activities and the schedule)

**Central Basin Audubon Society** (POC: Steve Howes)

**POPP (Pet Overpopulation Prevention)** (POC: Mary Binder)

**Service dogs – training and types of service** (POC: Mary Binder)

**Washington State Native Plant Society, Columbia Basin Chapter** (POC: Steve Howes)

#### **CHAPTER GROUP ACTIVITIES – PLANNED AND FUTURE IDEAS**

**U.S. Fish and Wildlife Service – activities at Mid-Columbia Wildlife Refuge Complex; and/or Hanford Reach National Monument** (POC: Steve Howes; possible group activities. Board discussed targeting this for Spring 2015.)

**MCBONES Research Center Foundation, Coyote Canyon Mammoth Site** (POC Lorie reported a trip to the dig site is not feasible for 2014)

**Pacific Northwest Regional Observatory** (Per POC Mary, observatory is under construction.)

**Lamb Weston – tour** (POC Lorie is continuing to pursue, including location and date. At the June board meeting, Lorie reported that the normal tour may need to be modified as it has stairs and the floors can be slippery.)

**Tour of Mid-Columbia Library** (POCs: Mary Binder and Pat Turner. Pat has spoken with Tom Moak, librarian/branch manager, Kennewick branch, about a tour. He will be our POC.)

**Broetje Farms/Warehouse Tour** (POC Lorie will explore for October 4 in lieu of the Maryhill bus trip. At the June board meeting, Lorie reported September/October would be a good time to visit with harvest in progress. The tour would include orchards, the workers' housing facility and an overview of the operations on Kahlotus Highway. Members would need to carpool/provide their own transportation.)

**President/Legislative Chairman: Don Binder.**

- Recapped the Binders' visit to NARFE headquarters in June. Visits included time with *narfe* magazine editor, Maggie Carter; Bridget Boels, director of membership; and Jessica Klement, John Hatton and Chris Farrell in the legislative department. Don and Mary discussed with Bridget the challenges many in the field have/are experiencing with the timely and accurate processing of everything from membership applications to changes. While those in the field need to ensure correct information is sent to headquarters, still, there are processing problems at headquarters. To keep Bridget in the loop and to better help her understand the full scope of the problems, copy her on all membership correspondence.
- Briefly discussed with the board the upcoming August 5 primary. For the 4<sup>th</sup> Congressional District race, Don will be contacting the top 2 candidates after the primary, letting them know about NARFE and trying to get them and/or a representative to attend the chapter's October monthly meeting.
- Provided Lorie and Johanna, respectively, updated copies of membership marketing and service officer guides. Don also gave Lorie an updated CSRS/FERS handbook.
- New GEMS policy – board members had seen the email with the new policy, which provides tighter controls on messages to help reduce the number of messages/duplicate messages sent to members. Region IX VP Lanny Ross will be able to continue using GEMS to send his National Executive Board (NEB) meeting notes and other correspondence. Don asked board members to let him know if they experience problems and/or have questions regarding the new policy.
- Board members had received VP Lanny Ross' report on the June NEB meeting.
- 2014 National Convention – chapter members scheduled to attend the August 24-28 convention in Orlando are: Don and Mary Binder; Johanna Caylor; Nancy Crosby; and Sig Preston. They've received the booklet with the proposed changes to bylaws and standing rules, and the resolutions. Don led a general discussion on the candidates running for NARFE national officers, the bylaws amendment proposal to reduce the number of national officers from 4 to 2, and the resolution for the NEB to continue developing the model for Future NARFE using the Future of NARFE Committee report. The chapter has 6 votes based on its current membership numbers. The board's consensus was to allow those chapter members attending the convention to use their best judgment when voting for officers and other actions. NARFE will post daily convention summaries to its website. **[Note: WSFC PR Chairman Sam Cagle will also post these to the WSFC website.]**
- Had copies of the NARFE 2010 and 2012 bylaws for board members who needed them. In reviewing the 2010 bylaws, Don noted they are also mute on the number of NARFE regions. There are proposed bylaws amendments regarding this for consideration at the August convention.
- WSFC Executive Board meeting will be in the Tri-Cities on Thursday, September 25. This is a first for the EB, or a first in a very long time. The meeting is open so Don encouraged chapter board members to consider attending. He will be checking with the Hilton Garden Inn regarding rooms for those staying over, a meeting space and lunch. Don said he is also considering to get together for those coming in Wednesday; chapter board members would be invited. Mary said she will be checking with our points of contact at the Three Rivers Convention Center, SpringHills Suites and Tri-Cities Visitor & Convention Bureau regarding tours and/or information about their organizations and facilities as a board meeting agenda item.
- August is NARFE Grassroots Advocacy Month – Don said there is not much to do prior to the August 5 primary. Rep. Doc Hastings is scheduled to give his annual/final report at the Tri-City Regional Chamber of Commerce (TCRCC) monthly luncheon/meeting [Wednesday, August 27, 11:30 a.m. to 1:30 p.m., Red Lion Hotel, Pasco].
- Highlighted 2 pieces of legislation. Congress has passed and sent to the President for signature legislation that would, among other things, tighten VA SES employees' appeal rights. Reps. Donna Edwards (D-MD) and Gerry Connolly (D-VA) introduced legislation – the Federal Employee Pension Fairness Act – that would repeal the recent increases in federal workers' pension contributions. Don said most likely this legislation will go nowhere.
- Reported he'd just received word that the Bend, Ore., chapter will be closing. This will only leave the Hermiston and Pendleton chapters in Eastern Oregon.

**1st Vice President/Special Programs/Service Office:** *Lorie Bennett*. No additional report.

- Service Office – all is OK.
- Service Officer Award eligibility issue – several months ago, Mary asked Region IX VP Lanny Ross if the award could include a service office vs. just an officer as a potential way to increase the number of nominations submitted for this annual NARFE award. Don reported that Lanny informed him he intends to surface this issue at the NEB's meeting following the August national convention.

**2nd Vice President:** *Larry Williams*.

- New NARFE webhosting software – Larry said, to date, he's stayed away from using NARFE as the host for the chapter's website for a number of reasons; but, some of the new features in the upgraded software are interesting, e.g. the "responsive" web feature, having multiple website templates, the "content management system." Larry said the number of people with access to make changes to the OAM needs to be expanded, e.g. include chapter webmasters. Also, does "editor" mean a newsletter editor or website editor? Larry provided his feedback to NARFE.
- Will review website statistics preparatory to the September meeting.

**Secretary/Sunshine/Newsletter/Public Relations:** *Mary Binder*.

- September/October newsletter articles are due to Mary not later than Friday, August 8. This will allow Mary and Nancy to get the newsletter finalized/sent before they leave for the NARFE convention.
- Senior Life Show – June 12, Three Rivers Convention Center. Nancy reported that again this year a number of attendees visited the chapter's NARFE table and completed M-2 "prospect" cards. Several have been given free memberships (see Membership below.) Mary reported that she has submitted the paperwork to WSFC for matching funds to reimburse for half of the \$100 booth fee.
- The Tri-Cities Visitor & Convention Bureau (TCVCB) Membership Department is working on the bureau's 2015 official guide. Updates are due by August 31. **[Note: Don's email address vs. the chapter gmail address will be submitted for 2015.]**
- The TCVCB recently released its 2014 mid-year report. A copy was passed to the board for its review. Mary said of particular interest is the summary on "branding." She provided some background information on this initiative and said the "brand" is targeted to "be showcased to the community in the fall and implemented in 2015." This may be something we work into our outreach action plan/other activities.
- *Senior Pages* and *Senior Review* – Mary said she received a postcard this week soliciting for ads/organization information for the 2014-2015 annual *Senior Pages* directory. There are free and paid opportunities. The chapter had done paid advertising in the 2012-2013 directory, but got no results. Mary said she shared this information with Dale Swant, sales manager. She also told him that she'd experienced problems with submitting chapter monthly meeting information to the *Senior Review*, e.g., information was keyed incorrectly and/or the *Senior Review* came out after the chapter's meeting. Mary reported that, per Dale, there had been many changes to the database. Now, information can be entered as it is received; calendar information can be submitted for months ahead vs. just one month, etc. Also, besides just an ad in the *Senior Pages*, a paid ad also provides for a "trademark listing" on the profile page at [www.seniorpages.com](http://www.seniorpages.com) and [www.senior-review.com](http://www.senior-review.com). Advertisers can have their logo, name, address, phone, website, email, etc. There can be links directly to the chapter website and, for example, the NARFE membership brochure. With his computer, Larry was able to show the board what the ads could look like. Also, he can track the "hits" to the chapter website from these sources. Cost for the above is \$240 for the year with a 10-percent discount if paid in full vs. payments, bringing the total to about \$216. Mary said WSFC matching funds could cover half, bringing the chapter's expense to about \$108. Based on this information, a motion was made and seconded for Mary to move ahead with again advertising in these publications. The motion was approved. Contact phone number in the ad will be changed to Don and Mary's home number vs. the Service Office. Nancy asked Mary to have the payment charged to the chapter debit card.
- November 15, annual Tri-Cities Wine Festival – the board committed earlier this year to staff the coat check room as a fundraising opportunity. The board discussed the hours and potential number of volunteers needed. Mary will get more details, and reconfirm with the Three Rivers Convention Center and Tri-Cities Wine Society points of contact that the chapter is still committed to doing this.
- For Sunshine since the June chapter meeting, Mary has sent Marci Lingle a get-well card; a sympathy card to WSFC Service Officer Charlie Caughlan, who lost his second wife at the end of June (Mary recommended board members read Charlie's article in the next WSFC *Federation Reporter*.); a thinking-of you card to WSFC Finance Chairman Mike Ferri who was recently diagnosed with cancer; and a

sympathy card to the family of member Marion Shaw who recently passed away. Johanna will send Mary address information for 2 other members/families needing cards.

**Treasurer:** *Nancy Crosby.*

- Provided copies of the July treasurer's report. [June treasurer's report was previously sent to the board.]
- Leon Bennett returned to the chapter his \$120 rebate for the WSFC convention. It was divided evenly between NARFE-PAC, Alzheimer's Research Fund and the chapter's general fund.
- Cannot deposit "third-party" checks, e.g., NARFE checks to members for recruiting fees. Members need to cash those checks and write a check to "NARFE Chapter 1192," if they are donating the fee to the chapter.

**Directors at Large:** *Steve Howes, Pat Turner.*

- Steve submitted an article for the next chapter newsletter encouraging members to stay engaged.
- As a follow up to Pat's question at the June board meeting regarding TCRCC membership besides the TCVCB, Mary reported that she picked up a TCRCC packet. Membership would be \$285, of which half could be reimbursed through WSFC matching funds. Nancy asked which federal agencies are members. Mary said she'd check the directory and provide further information. Don said the Walla Walla chapter has joined its local chamber He committed to writing to Jerry Owens, chapter president, asking how their membership has/hasn't been beneficial. Also, on Tuesday, August 5, 3:30 to 5 p.m., TCVCB/TCRCC building, there will be a "Meet the Chamber Member Orientation & Refresher." This could be a good opportunity to learn more about membership and its benefits

**District V Vice President:** *Nancy Crosby*

- 2016 WSFC Convention – Nancy asked board members to be thinking about a theme that would reflect the organization and our area of the state.
- At the May WSFC convention district caucus, the consensus was to have a spring district meeting. Our Tri-Cities chapter will host here. A meeting topic will be the 2016 WSFC convention, e.g., a theme, what each chapter will do, etc. The board suggested to Nancy that she also address these issues with the chapters when she makes her September visits.
- Wenatchee Chapter 239's annual picnic is Wednesday, September 10, Rocky Reach Dam parks. Our Tri-Cities chapter is again invited. Nancy will announce at our September chapter meeting.

## **COMMITTEES**

**Alzheimer's Chairman:** *Bill Darke.* \$30 received at the June chapter meeting, bring the chapter's Alzheimer's account to \$49. Bill has received 2 checks totaling \$20 since then and sent \$40 to Bob Elmore, the WSFC Alzheimer's chairman.

**Caller Coordinator:** *Pam Griffin.*

- Nancy commented that she would like to see more callers.
- The board discussed the need for Johanna to get updated membership to Pam so she can update the callers' lists prior to the annual upcoming calls to all members prior to the September meeting.
- Lorie said it would be helpful to have the caller lists in an Excel program, or something similar, so callers could easily update information when they receive member changes. The current format does not allow, or easily allow, for this. Don said he would check with Pam regarding using a different format.

**Hospitality:** *Carl Gallion.* **[Note: after the meeting, Don stated that with the sale/pending sale of the Columbia Center Red Lion, he would explore what impact that may have on the chapter holding its meetings at the facility. If other options need to be considered, he will again ask our TCVCB representative to solicit for other options.]**

**Membership:** *Johanna Caylor.*

- Emphasized the importance of getting full and complete contact information from prospects and members, e.g., Sue vs. Susan can make a difference when working with OPM and NARFE.
- Senior Life Show, June 12 – Nancy said she sent 4 free memberships to NARFE from M-2 cards completed. If other names are verified as annuitants, they will be invited as our guests to a chapter meeting.
- To date, no AFEs who received free, 6-month memberships have renewed.
- July health fairs – 16 M-2 prospect cards completed. Don will make copies, then send the cards to NARFE/Bridget Boel.
- Nancy reported that she did not send out any membership 2<sup>nd</sup> reminder cards in July.

- The board discussed the NARFE September membership incentive -- \$10 for each new member recruited vs \$8/AFEs and \$2/retirees. Don proposed using the \$200 award money the chapter received at the WSFC convention for the chapter with the most new members on dues withholding and using it to pay for 20 new memberships. The upfront cost would be \$40 per membership, but the rebates would total \$30 -- \$10 from NARFE for new members in September and \$20 from WSFC at the end of the year (previously approved by the WSFC board for all new chapter members recruited during 2014). A motion was made and seconded to use the \$200 as Don proposed.
- Don/Mary will work on updating new member welcome letter. How best to contact new members, e.g., through callers, membership committee point of contact, still being explored.
- FEHBP Open Season, November 10 to December 8 – draft health fair schedule is basically the final: Tuesday, October 14, 4 to 5 p.m., DHS-TSA Tri-Cities Airport; Wednesday, October 15, 8 to 9 a.m., SSA, Kennewick; 10 to 11:30 a.m., Richland Federal Building; 1:30 to 3 p.m., DOE, Stevens Center, Richland.

**NARFE-PAC:** *Steve Howes.* \$13 contributed at the June meeting.

**Parliamentarian:** *Mable Rutt.* No report.

**FUTURE BOARD MEETING:** Tuesday, September 30, noon, Tri-City Country Club.

**MEETING ADJOURNED:** 3:15 p.m.

**Prepared by:**

*Mary Alice Binder*  
*Secretary*