

NARFE CHAPTER 1192 EXECUTIVE BOARD MEETING MINUTES December 30, 2015

President Lorie Bennett called the meeting to order at 12:05 p.m., Tri-City Country Club, Kennewick. Members present: Lorie; Mary Binder; Liz Bowers; Nancy Crosby; Bill Darke; Pat Turner; Larry Williams. Absent: Johanna Caylor; Pam Griffin; Steve Howes.

President/Service Officer/Special Programs: *Lorie Bennett.*

- *NARFE Strategic Plan, December 2015* – The board discussed the report. Members were interested in/concerned about the path forward. As this will remain a top NARFE priority, including an agenda item at the WSFC May convention and NARFE’s national convention, the board concurred that the plan needs to continue to be an agenda item at our chapter meetings. Members will continue to be encouraged to read the report. Mary included some report highlights in the current chapter newsletter.
- 34th NARFE National Convention, August 28 to September 1, Grand Sierra Resort and Casino, Reno – NARFE distributed to NARFE leaders an advanced copy of the committee assignment request form and information about the committees, duties and time commitments. The form and other convention information are scheduled to be on the NARFE website in January. Requests to serve on a committee must go through an approval process – chapter president to federation president to regional vice president – before going to NARFE for consideration. Board members were encouraged to consider serving on a committee. Board members currently planning to attend the convention are: Lorie (and Leon) Bennett; Mary Binder; Nancy Crosby; Larry Williams.
- Board Action Items – Mary proposed establishing a “board action items” list after each board meeting to help members remember what they are tasked to do and to track actions. Mary would send out the list as part of her secretarial duties. The board concurred with trying this initiative.
- Turning off/silencing mobile devices – Lorie proposed adding a reminder at the beginning of meetings about this issue, including if members need to take a call that they leave the meeting room. The board concurred. Mary will add the reminder to the agenda.
- Meeting email blasts to members – the board discussed sending a meeting reminder blast to members whose addresses we have as another tool to get members to attend meetings. Nancy said she could modify the newsletter email list so it includes only local members. Lorie and Nancy are working this initiative and targeting sending a blast for the February meeting.
- Annual chapter food drive – Mary said that for the past few years the chapter’s food drive has been at the January meeting. The board agreed to have the drive in March. It’ll be announced at the February chapter meeting, the callers will remind members when they contact them for the March meeting, and Mary will include a reminder in the March/April chapter newsletter.
- Nancy will install Directors-at-Large Liz Bowers and Steve Howes at the January chapter meeting. [Due to an oversight, they were not installed in December.] Nancy said she has new NARFE badges for Pat and Liz.
- Hospitality – all is OK.
- Service Office:
 - No report from Johanna regarding the potentially missing member renewal check that was slid under the SO door last fall. Per discussion at the November board meeting, Johanna said she would check with the member to see if the check has been cashed.
 - Mary said the SO time listed on the NARFE website is not correct. Lorie will work with NARFE to get this corrected.
 - Service Officer of the Year Award – Mary will be preparing the nomination package. It will need to go from the chapter to the federation. Per award guidance, a federation president selects one nomination to forward to the NARFE regional VP who can then select one nomination from their federations for the region and forward to NARFE. Deadline for nominations to be received at NARFE is January 30.
 - Dorothy Smith has retired as a SO volunteer. Nancy has received a picture of her. The board discussed recognition options.

1st Vice President: *Pat Turner.* No report.

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

- Larry reported on a recent issue with the chapter's website – it was “hijacked” by a “phisher.” He highlighted what happened, what was involved and the steps taken to resolve the issue. Those with names/contact information on the site also were involved, e.g., Nancy Crosby and Johanna Caylor. All is now resolved.
- Larry said he has spent time learning about the new NARFE Electronic System (NES). While there are many new/improved features from the previous system [GEMS], there are some challenges. Larry said he will continue to work with the system.
- In reviewing the website's statistics recently, Larry said the activity was normal, e.g., the number of “hits,” when they occur, etc.

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

- January/February newsletter – finalized, printed/distributed, emailed. **[Due date for March/April newsletter articles is Friday, February 5.]**
- Chapter Officer/Chairman Roster – Johanna previously suggested adding the “callers” names/phone numbers to the roster. The board discussed this and concurred with the recommendation. Mary will work with Pam to get current contact information, update the roster and distribute it.
- Table Top Displays – no progress.
- 2016 Outreach Action Plan – Mary provided the board the 2016 draft plan. Other than minor tweaking for cost changes, it is the same as for 2015. A motion was made and seconded to approve the plan. The board approved the plan. Mary will send it to Sam Cagle, WSFC PR chairman, for approval with a copy to WSFC President Rich Wilson.
- 2016 NARFE Photo Contest – deadline for submissions is March 15. This year's theme is “Made in America.” Responding to a question, Mary gave some examples of what this means. She said examples are also in the current *WSFC Federation Reporter*.
- Sunshine – Johanna has not been feeling well. Former member Norm Moorer passed away recently.
- Next board meeting – Tuesday, February 9, noon, Tri-City Country Club.

Treasurer: *Nancy Crosby.*

- As of the meeting, Nancy said there was \$11,231 in the chapter's checking account. She'll have the December report completed for the January chapter meeting.
- Nancy will ask for volunteers at the January chapter meeting to complete an audit of the chapter's 2015 financial records.

District V Vice President: *Nancy Crosby.*

- 2016 WSFC Convention
 - To date, no volunteers as a result of Nancy's article in the January/February chapter newsletter.
 - Mary and Nancy need to meet to finalize convention forms. The forms should be posted on the federation website in January.
 - As the convention's nomination committee chairman, Lorie reported that, to date, there were no nominations submitted for WSFC officer positions or for convention committees.
- Nancy and Mary are planning to attend the February 11, WSFC Executive Board meeting in Tacoma.
- Other District V chapter updates:
 - Yakima's chapter president had heart surgery recently. The chapter's membership is dwindling. Nancy installed its officers in December.
 - Walla Walla chapter – due to inclement weather, Nancy did not install the chapter members in December. She is targeting doing so at the chapter's January 7 meeting.

Directors at Large: *Liz Bowers; Steve Howes.* No reports.

COMMITTEES

Alzheimer's Chairman: *Bill Darke.*

- Bill reported that \$18 was donated at the December chapter meeting. Currently, the account has \$79.
- Congress approved a \$350 million budget increase in funding to Alzheimer's, bringing this budget item to about \$1 billion.

NARFE-PAC: *Steve Howes.* No report.

Legislative: *Mary Binder.* Congress is still on recess; will be back in session in early January. With the presidential elections in 2016, this will be a busy year.

Membership: *Johanna Caylor.*

- Mary has been working to update letter templates with Lorie's signature and contact information.
- Nancy will forward to Mary the names of those who received complimentary memberships so she can send out the congratulations/welcome letter to each individual.
- The 2015 NARFE recruiting incentive ends December 31. Recruiters received \$10 for each new member recruited; recruiter's name is placed in a drawing for a grand prize, once for each new member.
- The WSFC recruiting incentive also ends December 31 – \$20 to a chapter for each new chapter member recruited.
- The board discussed having written procedures/a checklist to follow for recruiting and retaining members. Nancy said NARFE has good/helpful information.

Caller Coordinator: *Pam Griffin.* No report.

The board next discussed upcoming chapter meeting programs, and other potential options for monthly meetings and group activities in 2016. The focus is to have interesting programs and activities that will increase attendance, participation and membership. Requests for program ideas will be included in future chapter newsletters and at chapter meetings, e.g., members submit suggestions on a card.

PROGRAMS – Upcoming

- 01/06/16 *Dr. Ken Fincher, WSU assistant vice chancellor of Advancement & Community Engagement, will provide an update on WSU and its programs, including the new Wine Science Center*** (confirmed; POC: Mary Binder)
- 02/03/16 *Celilo Falls and Confluence Celilo Park – Confluence Executive Director Colin Fogarty to provide an overview of the fall's history and the Maya Lin-designed park project*** (confirmed; POC: Mary Binder)
- 03/02/16 *Janelle Downs from the Columbia Basin Chapter, Washington Native Plant Society, will provide a presentation; topic TBD*** (confirmed; POC: Steve Howes)
- 04/06/16 *Terry & Kathy Maurer, antique appraisers – update on the world of antiques and appraise items members bring*** (confirmed; POC: Mary Binder; NOTE: remind members to bring item/s for appraisal)
- 05/05/16 *Moore Mansion – owner Brad Peck will provide an overview of the mansion, including its history and restoration*** (confirmed; POC: Mary Binder)
- 06/01/16**
- 09/07/16**
- 10/05/16**
- 11/02/16 *Annual Chapter White Elephant Fundraiser for Alzheimer's Research fund – members bring items for the auction*** (tentative; POC: Bill Darke)
- 12/07/16 *Holiday Program and Goodies***

PROGRAMS – Future Ideas (New; brought forward)

- Manhattan Project Historical Park** (DOE/National Park Service; POC: Nancy Crosby)
- Jack Collins and his stained glass** (recent article in *Senior Times*; Jack is a chapter member; *Johanna Caylor suggestion*)
- Local/Regional Wine Industry/Wine Programs – Walla Walla program; vineyards – how, what, why, where; winemakers – careers, background, successes, etc.; starting a winery business** (*Liz Bowers suggestion*)
- Local Micro Brews** (*Liz Bowers suggestion*)
- Local Distillers** (*Liz Bowers suggestion*)
- White Bluffs/Ringold – history and current status** (*Steve Howes suggestion*)
- Wildlife Habitat Improvement at McNary** (*Steve Howes suggestion*)
- Rep. Dan Newhouse** (POC: Mary Binder; Mary contacted Amy Harris, Rep. Newhouse's scheduler in the D.C. office; she has passed on the request to the local points of contact)
- Decluttering – challenges and tips** (POC: Mary Binder)
- Hanford Cleanup – presentation from Washington State Department of Ecology's Nuclear Waste Program** (POC: Mary Binder; email to Don from Regina Lundgren with State DOE)
- Central Basin Audubon Society** (POC: Steve Howes)
- POPP (Pet Overpopulation Prevention)** (POC: Mary Binder)

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

WSU Extension Service/Master Gardeners – programs, training (POC: Larry Williams; still pursuing)

Port of Kennewick’s “Bridge to Bridge” Redevelopment (POC: Larry Williams)

CHAPTER GROUP ACTIVITIES/SPECIAL PROGRAMS – PLANNED AND FUTURE IDEAS

Junior Achievement Bowling Team for Fundraiser (POC: Lorie Bennett)

U.S. Fish and Wildlife Service – activities at Mid-Columbia Wildlife Refuge Complex

(POC: Steve Howes; possible group activity for February/March; participants would need to be able to get into/out of a 15-passenger van)

MCBONES Research Center Foundation, Coyote Canyon Mammoth Site

(POC: Lorie Bennett; on hold)

Pacific Northwest Regional Observatory/CBC Planetarium (POCs Mary Binder, Larry Williams;)

possibly in 2016; Larry said he has talked with POC Mike Brady regarding a tour)

Lamb Weston – tour (POC Lorie; on hold)

Broetje Farms/Warehouse Tour (POC: Lorie Bennett; on hold)

The REACH Museum (possible spring tour for the chapter; POC: Lorie Bennett)

WSU Wine Science Center (tour; possibly before or after the WSFC May convention; POC: Mary Binder)

Other ideas/suggestions – none

FUTURE BOARD MEETING: Tuesday, February 9, noon, Tri-City Country Club, Kennewick.

MEETING ADJOURNED: 2:57 p.m.

Prepared by:

Mary Alice Binder

Secretary