

NARFE CHAPTER 1192 EXECUTIVE BOARD MEETING MINUTES January 25, 2017

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; Johann Caylor; Nancy Crosby; Bill Darke; Bob Stewart; Pat Turner; Larry Williams. Also present, member Sig Preston. Absent: Pam Griffin.

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

- Lorie welcomed Bob Stewart to the board as a director at large and the NARFE-PAC chairman. Bob replaces Steve Howes who resigned from the positions effective in January.
- Lorie shared the letter of appreciation Mary drafted for her signature for Steve Howes. Nancy has made a certificate of appreciation. Lorie said she would contact Steve about attending the February chapter meeting. If he attends, she'll present the letter and certificate to him. If he cannot attend the meeting, the letter and certificate will be mailed to him.
- January food drive – Lorie received a letter from the Tri-Cities Food Bank expressing appreciation for the \$325 in member cash/check donations. The letter did not state how many pounds of food was donated. Nancy said she would ask Yvonne Sherman if she got the number of pounds when she delivered the donations.
- Hospitality:
 - Lorie has signed the 2017 contract with the Red Lion.
 - The 2017 monthly menus have been finalized. Mary informed the board that the February chapter meeting menu listed in the chapter newsletter is not the same as the new finalized menu. However, the callers have the current information, so hopefully those attending the meeting will have the correct menu information prior to the meeting.
- NARFE bylaws revisions:
 - NARFE has provided guidelines to help federations and chapters with revising their respective bylaws to conform with the new NARFE 2016 bylaws.
 - Mary has the lead for the chapter bylaws revision. She will email a copy of the chapter's current bylaws to Larry for posting on the chapter website.
- January 26, 2 p.m. (EST), NARFE Benefits Institute: Speeding the Retirement Journey. There was discussion regarding how to get this type information to current federal employees, e.g., through the DOE RL/ORP internal communications webpage. Mary said she would work to touch base with the public affairs point of contact she had previously contacted.
- Backups for committee chairs – the board discussed the progress that has been made and agreed to review this issue periodically. For now it can be taken off meeting agendas.
- Emailing members reminders about attending meetings – Lorie said she has made no progress on this initiative. The board reviewed the original intent, that is, to send an email reminder to members between the months the newsletter is published about attending chapter meetings. Lorie will continue to pursue with Nancy.
- Service Office:
 - Ruby Ulseth is back from Arizona and has offered to staff the office on the first Tuesdays, and also to again be a caller.
 - Nancy said that she was in the service office yesterday, January 24. She was told that all DOE feds would be out of the Federal Building in March. Therefore, she proposed closing the service office as there were very few visitors. The board again reviewed keeping the office open and voted to revisit the issue in March. Concern was expressed regarding the amount of work to originally open the office and that if it was closed, we would not be able to get a space like this in the future, should we want to do so. Members wanted more information about whether our NARFE chapter will be asked to close the office, what agencies would be coming into the Federal Building and what opportunities that might create for the service office, etc. If the office does close, there will need to be a decision regarding what items in the office to keep and where to store them.

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

2nd Vice President/Webmaster: *Larry Williams.* No report.

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

- March/April chapter newsletter – articles are due to Mary by Friday, February 3. Mary asked members to let her know if they cannot meet that deadline.
- Chapter Officer/Chairman Roster – Mary is working to finalize the latest update.
- 2017 Chapter Outreach Action Plan – both WSFC Membership Chairman Frances Titus and PR Chairman Sam Cagle have approved the plan.
- August 1 thought April 15 – photos accepted for the NARFE 2017 calendar contest.
- February 1 through April 28 – annual NARFE scholarship program. New this year is the online application process.
- Table-Top Displays – no progress.
- Board meeting “to-do” recap email – no progress.
- Sunshine: Cards were recently sent to Johanna Caylor for surgery she had and for the passing of her sister, Yvonne Keel; to Dolores Rizzo for some surgery she had; and to Jim Stover on the passing of his wife, Edna.
- Next board meeting – Wednesday, March 29, noon, Tri-City Country Club.

Treasurer: *Nancy Crosby.*

- Nancy said she has ordered a name tag for Bob Stewart.
- The chapter's 2017 federation per capita tax is \$350.40, based on 292 chapter dues-paying members.
- Nancy will have the 2016 financial recap ready for the next meeting.
- The January books are not yet closed out but Nancy said there is about \$11,400 in the treasury, including payments received from the federation for 2016 new chapter members recruited and service office mileage reimbursement, and recruiter money Johanna received and donated to the chapter.
- The 2016 audit of the chapter's financial records is scheduled for February. Liz Bowers and Faye Vlieger have volunteered to conduct the audit.

Director at Large: *Liz Bowers* – no report. *Bob Stewart* – Bob said he is trying to get up to speed. There was discussion about whether there is a chapter job description for the director-at-large position. There is not, but Mary provided background information regarding how the positions were developed and included in the chapter's bylaws.

WSFC: *Nancy Crosby; Mary Binder; Lorie Bennett.*

- WSFC President (*Nancy*):
 - Nancy reported that the federation website is being updated and revised. Both Nancy and Mary have reviewed the changes and will be working with Linda Wallers, the new federation webmaster. Board member input is also welcome!
 - Region IX Training Conference, June 9-10, Three Rivers Convention Center, Kennewick. Nancy reported that there is still no agenda, meal decisions or cost information. However, there has been some correspondence between the Idaho and Alaska federation points of contact regarding the training conference.
 - The next WSFC Executive Board meeting is March 2, La Quinta Hotel, Tacoma. Nancy, Mary and Lorie are planning to attend.
- District V VP (*Mary Binder*) – Mary reported that she attended the Yakima chapter meeting, January 17, and installed the chapter's officers. She was scheduled to do this in December but was unable to attend the meeting due to weather-related issues.
- Alzheimer's Chairman (*Lorie Bennett*) – Lorie reported she had sent an email to Region IX Alzheimer's Chairman Wally Walbruch regarding donation acknowledgements coming from the Washington State Alzheimer's Association vs. the national Alzheimer's Association and receiving solicitation requests from ALOIS. The board had additional questions; Lorie will again follow up with Wally.

COMMITTEES

Alzheimer's Chairman: *Bill Darke.*

- At the January chapter meeting, Bill reported he received \$45.50. Currently, there was \$181.50 in the chapter's Alzheimer's account.
- The chapter had submitted \$2,163.38 to the federation for the NARFE Alzheimer's Research Fund since May 1, the beginning of the federation's Alzheimer's year.
- February 9 is Washington State Advocacy Day. From 10-3 there will be an opportunity for advocates to meet/talk with state legislators.

- Bill reported that he replied to Leslie Woodfill's email regarding a chapter Alzheimer's presentation. The email originally came to Lorie. From further correspondence with Leslie, Bill shared that Leslie was looking more for sponsorship from the chapter vs. providing a program presentation.

NARFE-PAC: *Bob Stewart.* Bob reported that he has been reviewing material and records Steve Howes provided him, along with exploring information on NARFE-PAC and legislation on the NARFE website. Bob and Mary will work together on reporting information, e.g., who will report what.

Legislative: *Mary Binder.*

- NARFE 2017 Legislative Training Conference, March 12-15, Alexandria, Va. – registration closes Friday, February 10.
- NARFE's **PROTECT America's Heartbeat** (PAH) program name has ended as has the NARFE website address for accessing PAH. The information in the program's toolkit will be relocated to other areas on the website. The goal is to provide members, the media and others less confusion and easier access to the information.
- State – The Washington State legislature is in session. Several significant issues are being worked, with a top priority being given to funding education as a result of the Washington Supreme Court's 2012 "McCleary Decision." Jason Mercier's March program presentation will be very timely.
- Federal – Just 5 days into the new administration, much is happening, including a federal hiring freeze for some agencies. We need to continue to emphasize to our members the importance of staying informed and engaged.

Membership: *Johanna Caylor.* Johanna had a recent NARFE chapter member report the showed which members were eligible for NARFE's "distinguished member" recognition. Mary provided Johanna the list of member names who had received recognition in March 2014. As there appeared to be some duplication and confusion, Mary and Johanna agreed to discuss the issue in more detail after the board meeting. **[Note: In March 2014, Don Binder, chapter president, sent 23 letters to chapter members who had reached "distinguished member" status.]**

Caller Coordinator: *Pam Griffin.* Pam recently updated the caller's lists.

PROGRAMS

- Mary provided the board a handout synopsisizing the chapter members meeting programs brainstorming results from the January meeting. Mary said she needed to do a little additional work with the handout but would have it ready for the February chapter meeting. The board discussed and agreed to ask members to choose their top 5 programs. Results will be discussed at the next board meeting and presented to members at the March chapter meeting. A program is needed for both the May and September meetings.
- For the December program, input will be solicited from members at the February chapter meeting as to what they might like. **[Note: This was not done; it will be added to the March meeting agenda.]**
- ONGOING: 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

02/01/17 Kristin Walls, senior meteorologist, KVEW TV – presentation on forecasting the weather, including training, what is involved, computer programs used, etc.

(confirmed; POC: Mary Binder **[Note: reconfirmed after the board meeting.]**)

03/01/17 Jason Mercier, director, Center for Government Reform, Washington Policy Center – will provide an update on the Washington State legislative session, the state budget, other issues and a look ahead (confirmed; POC: Mary Binder) **[Note: confirmed after the board meeting.]**

04/05/17 Terry & Kathy Maurer, antique appraisers – provide an update on the world of antiques and appraise items members bring (confirmed; POC: Mary Binder)

05/03/17

06/07/17 Port of Kennewick Columbia Drive Revitalization Project – Commissioner Tom Moak presentation (confirmed; POC: Larry Williams)

09/06/17

10/04/17 Annual NARFE-focused Program – website review; publications review, etc. (confirmed; POC: board members)

11/01/17 Annual Chapter White Elephant Fundraiser for the NARFE Alzheimer's Research Fund – members bring items for the auction (confirmed; POC: Bill Darke)
12/06/17 (Note: ask members for input/feedback on what they would like.)

PROGRAMS – Future Ideas (New; brought forward)

Aviation History in the Tri-Cities – presentation by Malin Bergstrom, president, Bergstrom Aircraft, Pasco (Note: Check if this can tie into Pasco Old Airport Tower restoration; POC: Mary Binder)

Pasco Old Airport Tower – restoration (POC: Mary Binder)

Franklin County Historical Society – newly remodeled museum (POC: Mary Binder)

Vista Field – reuse plans (POC: Mary Binder)

Local/Regional Wine Industry/Wine Programs – WSU/Walla Walla programs; vineyard – how, what, why, where; winemakers – careers, background, successes, etc.; starting a winery
(Liz Bowers suggestion)

Local Micro Brews (Liz Bowers suggestion)

Local Distillers (Liz Bowers 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)

Central Basin Audubon Society (POC: Steve Howes)

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; Larry pursuing for an early 2018 program)

Drones – uses and challenges (POC: Larry Williams)

Port Directors – update on port activities

Tri-Cities Food Bank – update from Director Bill Kitchen

CBC's Culinary Arts Program

CHAPTER GROUP ACTIVITIES/SPECIAL PROGRAMS – PLANNED AND FUTURE IDEAS

Dust Devils – 2017 schedule has been published

White Bluffs/Ringold – history and current status (POC: Steve Howes; Lorie will talk with Steve)

Hanford Reach National Monument (POC: Steve Howes; Lorie will talk with Steve)

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 (re-contacted; awaiting a reply; POC Lorie)

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

Registering Voters (Johanna suggestion; she updated the board on the feasibility of doing this as a way to provide NARFE/the chapter exposure; volunteers would be needed; she'll continue to get more information, e.g., would this be feasible before the November elections)

Moore Mansion tour – Based on input from some chapter members after Brad Peck's May presentation, Larry suggested a tour of the Moore Mansion with a chapter donation to the mansion's restoration fund. Mary said she'd contact Brad to see if this would be possible.

Adjourn: 2:23 p.m.

Prepared by:

Mary Alice Binder

Secretary