

NARFE CHAPTER 1192 EXECUTIVE BOARD MEETING MINUTES

March 3, 2015

1st Vice President Lorie Bennett called the meeting to order at noon, Tri-City Country Club, Kennewick. President Don Binder was in the hospital, so could not attend. Board members present: Lorie Bennett; Mary Binder; Nancy Crosby; Bill Darke; Steve Howes; Pat Turner; Larry Williams. Absent: Don Binder; Johanna Caylor; Pam Griffin.

President/1st Vice President/Service Office/Special Programs: *Lorie Bennett.*

- Membership
 - Nancy reported that she believes we are short some rebates from NARFE for new members recruited in 2014. For 29 new members the chapter recruited, Nancy said we should have received \$290. To date we have received \$190; Johanna has said she has received an additional \$90, for a potential total of \$280. That would leave a \$10 shortage. Nancy said she will work with Johanna on this when she returns from snowbirding, but would like to ask NARFE for a full accounting.
 - Nancy asked WSFC President Rich Wilson for more membership renewal reminder postcards. He is sending 50.
 - In an email from Johanna, she provided a list of 10 names from NARFE of “prospective members.” While the board does not know the source/sources for the names, it concluded we should send the individuals a letter. Mary will reword the letter sent in the fall to those members who did not receive a free membership.
- Hospitality – Don did contact Cassie Clark, the Red Lion catering manager with concerns the board raised at its last meeting regarding requests not done. All is on track for the March meeting.
- Service Officer Award Nomination – Mary reported that she still has not heard back from Region IX VP Lanny Ross regarding NARFE expanding the nomination requirement to include a service office. She said the information Lorie has gathered will be helpful either way, and with the board and service office volunteers keeping even closer records this year, it will further strengthen a nomination package. The board recommended and Lorie concurred that her name could be submitted next year if the service office itself cannot be nominated.
- Service Office Open House – Mary suggested to the board an open house at the Service Office as a way to possibly bring members, potential members, others to the office. The board discussed having refreshments. The board concurred with targeting next year for the open house, possibly March as that is the anniversary for the office opening in the Federal Building.

Legislative: *Mary Binder for Don Binder.*

- 2015 NARFE Legislative Training Workshop – due to health issues, Don will not be able to attend. Mary said she does not yet know if she will attend. **[Note: Mary subsequently decided not to attend.]**
- Rep. Dan Newhouse contact information is in the March/April chapter newsletter, and Larry Williams has posted it to the chapter website.
- Mary said she’ll have copies at tomorrow’s chapter meeting of the *Key Avenues for Information & Advocacy* contact list Chris Farrell provided electronically from NARFE.
- Don wants to ensure that state advocacy information is provided at each chapter meeting.

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

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

- March/April newsletter is finalized and distributed.
 - Articles are due to Mary by Friday, April 3, for the May/June newsletter.
 - Nancy said she won’t be able to mail or electronically send out the next newsletter. After discussing options, Larry will do the electronic distribution; Nancy will meet with him. Nancy will have the labels ready for the mailed copies; Mary will pick up the newsletters from B&B Printing when they are done and ensure they get out.
- 2015 Outreach Action Plan – Mary updated the board on the discussion about the plan at the February 12 WSFC Executive Board meeting. Although WSFC President Rich Wilson gave PR Chairman Sam Cagle the authority to approve both the PR and membership aspects of outreach plans at the board November meeting as there is no WSFC membership chairman, Sam had not done so. Sam questioned some of the chapter’s requests and the total amount; but as to date, only Chapter 1192 had submitted a

plan for 2015, EB members said Chapter 1192 should not be denied requests that met requirements. Mary said she needed to make a couple of changes to the plan agreed to at the EB meeting, then will resubmit it for approval.

- Pop-up table-top display units – WSFC PR Chairman Sam received one camera-ready photo option from NARFE for the displays, but both Nancy and Mary said they did not believe it would really meet our needs. Mary will explore getting additional options from NARFE. Purchasing 4 units and accompanying cases is in the outreach plan, but the board discussed possibly not needing that many. Currently, Sam said there would be matching funds for one per WSFC chapter, if a chapter requests one.
- 2015 NARFE Annual Scholarship Program – forms are now available; the application period is February 1 through April 24. Mary said she will be working to get this information to the *Tri-City Herald* [and possibly other print publications] in spring for publishing with other scholarship information. She said she is also considering preparing a letter to send to area high schools regarding this scholarship program.
- 2015 Senior Life Show, June 18 – Mary has the registration package and will coordinate with Nancy to get the forms and payment to the Three Rivers Convention Center point of contact. Nancy said she may be able to help in the afternoon; Lorie said she could help. Mary said she is scheduled to be in town and will coordinate getting the volunteers.
- November 14, coat-check fundraiser, at the annual Tri-Cities Wine Festival. Mary said she is still waiting for a reply from the Three Rivers Convention Center point of contact to her request to have the chapter again staff the coat check at the wine festival.
- Chapter g-mail account – Mary said she is working to clean up a backlog of old emails. As the account is rarely used and has not been monitored regularly, the account address was deleted from the latest chapter newsletter. Don, Nancy and Mary have access to the account.
- Meeting announcements in the *Tri-City Herald* – Mary said she is still trying to figure out a way to again get the announcements in the paper. The new “online” option is more for events vs. meetings.
- For Sunshine – Edward Shane, Larry’s sister Blanche’s husband, passed away recently. Mary will send a condolence card to Larry for giving to Blanche and her family. Member Richard Young also passed away recently; a card will go to his family.
- Next board meeting – Thursday, April 16, 12:30 p.m., Tri-City Country Club.

Treasurer: *Nancy Crosby.*

- 2015 chapter budget – Nancy said the budget is on track.
- 2014 chapter financial audit – Directors-at-Large Steve Howes and Pat Turner, along with member Liz Bowers, met with Nancy and conducted the audit. They found no discrepancies. Liz expressed interest in knowing more about the treasurer’s position Nancy will work with her. Questions were raised with follow-on discussion regarding if/how NARFE conducts audits for Alzheimer’s and PAC donations/contributions.
- Nancy reported that she is continuing to make progress transferring the chapter’s savings and checking accounts from Sterling/Umpqua Savings Bank to the NARFE Credit Union. She has received debit cards and checks for the account; there is no charge for the checks. To open the account, Nancy deposited \$5. Currently, there is a 2.02% APY rate on accounts (organization accounts only) with between \$0.01 and \$10,000; a 1.00% APY rate on balances between \$10,000.01 and \$15,000; and, a 0.15% APY rate on the portion of the balance above \$15,000. Deposits can be made locally at Numerica Credit Union or at the Global Credit Union (inside the Kennewick Yoke’s grocery store). Nancy will also be sending a blank check to NARFE to establish automatic deposits. She said she recommends keeping the Umqua/Sterling account open through the 2016 WSFC convention to keep convention and chapter funds separate.
- Nancy said she only has about 100 stamps left from her last purchase. She wants to purchase about 200 more. There were no objections.

District V Vice President: *Nancy Crosby*

- Nancy, Don and Mary attended the WSFC Executive Board’s February 12 meeting in Tacoma in their WSFC positions, District V VP, WSFC VP and *Federation Reporter* editor, respectively. Nancy provided several meeting highlights: the EB again approved for this year providing chapters \$20 for each new chapter member they recruit; the board approved a \$350 stipend for WSFC members attending the upcoming NARFE Legislative Training Conference; the board approved reimbursing members for the registration fee for the May 2-3 Region IX leadership workshop; more than \$11M has been contributed to the NARFE Alzheimer’s Research Fund since its inception in 1985. By comparison only \$920,000 was contributed to NARFE-PAC during the last 2-year legislative cycle; and, the board approved keeping the mileage rate reimbursement to \$.50/mile. The Spokane chapter had still not received approval for its

revised bylaws, which included a social member category. Chapter 1192 will consider this membership option once a decision is made on the Spokane chapter's bylaws.

- May 28 is the tentative date for a District V workshop (Tri-Cities, Yakima and Walla Walla chapters). Nancy said she'll be meeting with the Kennewick Red Lion catering manager tomorrow before the chapter meeting to discuss having the workshop at the hotel. She is considering a box-lunch option. She'll discuss the workshop when she meets with the other district chapters this month. Agenda items for the workshop will include the 2016 WSFC Convention and feedback/roll up from the May 2-3, Region IX Leadership Training Workshop.
- 2016 WSFC Convention – Nancy said she would like to have a NARFE national legislative representative as the keynote speaker. There is a new SpringHills Suite point of contact, but Nancy has been assured that our convention contract is still in place and being honored. The hotel is scheduled to open sometime in April; an open house is planned.

Directors at Large: *Steve Howes, Pat Turner.* Pat asked if there is a job description for directors at large. The board discussed and agreed that there is no actual job description. The vision, included in the revised 2013 chapter bylaws, was for these directors to be part of the board, thereby giving them an opportunity to learn more about NARFE and chapter operations, and provide additional perspectives. This could then help and encourage them to consider being a chapter officer. The directors at large could also take on "duties as assigned." Regarding elections, the board discussed that current officers are in their second year of their first 2-year cycle. All can serve another 2-year term starting in 2016.

COMMITTEES

Alzheimer's Chairman: *Bill Darke.* Bill reported that in February he sent \$70 to the WSFC Alzheimer's chairman. Currently, there is \$35 in the chapter Alzheimer's account.

Caller Coordinator: *Pam Griffin.* No report.

Membership: *Johanna Caylor.* [See bullets under 1st Vice President Lorie Bennett.]

NARFE-PAC: *Steve Howes.*

- March is NARFE-PAC month.
- Although donations are tracked separately, Steve asked about NARFE's accounting process for the donations, e.g., is an audit done, are the results published. As he only sees totals but not a breakdown of members contributing, who ensures/verifies accuracy.

The board next discussed upcoming chapter meeting programs, and other potential options for monthly meetings and group activities in 2015. The focus is to have interesting programs and activities that will increase attendance, participation and membership.

PROGRAMS – Upcoming

03/04/15 *Lynn Tompkins, executive director, Blue Mountain Wildlife, will provide an overview of the Wildlife's mission through wildlife rehabilitation and public education. She is planning to bring some birds.* (confirmed; POC: Steve Howes.
Lynn's husband, Bob, will also attend. Steve will pay for his lunch. He's also checked to ensure bringing birds to the hotel is not a problem.)

04/01/15 *Terry and Kathy Maurer, antique appraisers, will provide an update on current trends and provide appraisal feedback on items members bring (no weapons or jewelry)* (confirmed; POC: Mary Binder)

05/06/15 *C. Mark Smith presentation on his book, "Community Godfather: How Sam Volpentest shaped the history of Hanford and the Tri-Cities"* (confirmed; POC: Pat Turner)

06/03/15 *Eric Steiner, Bechtel National Planetarium outreach specialist, Columbia Basin College, will provide a presentation on this planetarium and its programs.* (confirmed: POC: Larry Williams)

09/02/15 *Robert L. Ferguson, local author and former deputy assistant secretary, Nuclear Programs, DOE* (tentative; POC: Pat Turner)

10/07/15

11/05/15 *White Elephant Auction Fundraiser for NARFE Alzheimer's Research Fund* (confirmed; POC: Bill Darke)

12/06/15 *Holiday Theme?* [Note: holiday goodies, too! POCs: Mary and Lorie]

PROGRAMS – Future Ideas (New; brought forward)

Scams – Hang Up!/Delete!/Shred!/*(POC: Johanna Caylor; the board discussed that we've had this topic included in another presentation from Kennewick police)*

Jason Mercier, Government Reform director, Washington Policy Center (considering having him return for another presentation in September/October; he spoke at the September 2013 chapter meeting; POC: Don Binder)

U.S. Forest Service – incident command system; missions beyond forest fires
(POC: Lorie Bennett)

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;
May possibility)

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

CHAPTER GROUP ACTIVITIES – PLANNED AND FUTURE IDEAS

Columbia Gorge Sternwheeler, April 17-26, Tri-Cities (POC: Lorie Bennett)

Tall Ships (Lady Washington and Hawaii Chief), Columbia River/Pasco,
July 31-August 10 (POC: Lorie Bennett)

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 for spring or fall 2015; may be harder to do as point of contact has transferred out of the area*)

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; Lorie said there is a "dealsaver®" coupon for a discount to the CBC Planetarium)

Lamb Weston – tour (POC Lorie; *on hold*)

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

The REACH (*possible spring tour for the chapter*)

Dust Devils (POC: Nancy Crosby; *she'll bring the 2015 schedule to the chapter meeting*)

Hanford Tours – registration opens March 9

FUTURE BOARD MEETING: Thursday, April 16, 12:30 p.m., Tri-City Country Club.

MEETING ADJOURNED: 2:15 p.m.

Prepared by:

Mary Alice Binder
Secretary