

NARFE Chapter 1192
Executive Board Meeting Minutes, May 7, 2008

CALL TO ORDER – President Nancy Crosby called the meeting to order, 1:47 p.m., Red Lion Hotel, Kennewick, Wash. Attending: Nancy Crosby; Mary Binder; Johanna Caylor; Bill Darke; Carl Gallion; Mary Goldie; Sig Preston.

UPCOMING PROGRAMS

06/04/08 State Convention report, including photos; no other program needed.

Future program ideas – Programs are still being finalized. Mary Binder suggested periodic updates on the U.S. Army Umatilla Chemical Depot's weapons disposal program as it nears completion. There was a reminder that October is NARFE's National Chapter Meeting Month; previous attempts to have senior area government managers attend a Chapter meeting at that time have met with little success.

Other program options still under consideration: diabetes (Mable Rutt has volunteered for this, possibly for Sept); American Cancer Society; David Samples, Tri-City Railroad (had to cancel his February presentation; Carl is the point of contact); area senior housing options; Terry/Kathy Maurer, antique appraisers, again next spring; Rod Coler Center for Senior Health; Social Security rep to discuss Medicare and its interface with health care plans (Johanna/Carl); long-term care ombudsman program (Carl); Tri-Cities Wine Society or wine industry representatives; travel opportunities, Genie Tours.

OFFICERS

President – Although there are no scheduled Chapter and/or Exec Board meetings during July and August, Nancy proposed having a Board meeting sometime in latter August preparatory to the Chapter's September meeting and before Johanna and Sig leave Sept. 4, for the NARFE National Convention. The Board concurred with Nancy's proposal; date to be determined.

Secretary – Nancy recommended Mary forward the Board meeting minutes to Larry Williams for posting to the Chapter's web site as soon as they are approved each month. Chapter meeting minutes will be posted after approval at Chapter meetings. Mary said her goal was to have both the May Chapter meeting and Board minutes out for review not later than Sunday.

Treasurer – In Phil's absence, Nancy discussed the following treasurer's issues.

- (1) Per capita tax – current reporting does not reflect the Chapter's per capita tax, which is paid to the Washington State NARFE federation; therefore, the treasurer's report is not an accurate "balance-on-hand." The quarterly estimates need to be reflected under "obligations" in the treasurer's report. Current quarterly per capita tax estimate is \$152 – \$.40/member/379 Chapter members. The Chapter still owes its April payment for CY 2008 first quarter. Further, federation treasurer, Rex Tauscher, is recommending using the M114 report vs. the A220 report for collecting the annual per capita taxes; this will be a resolution at the upcoming state convention.
- (2) The PRS account has been incorporated into the Chapter's overall account.
- (3) Banking account signatory authorities have been updated with Nancy's, Carl's and Phil's names.
- (4) Johanna is working budget tracking issues.
- (5) Nancy expressed thanks to Johanna for all her work on reconciling budget obligation issues.
- (6) The Chapter's annual required IRS 990E tax report has been filed. Future reports can now be done on line. If the Chapter maintains a calendar year budget cycle, the report will be due each May 15 – 30 days after the April 15 tax date. The Board discussed changing the Chapter budget cycle to match the NARFE Washington state cycle – July to June – as state officers change in July, but voted to keep it as is for at least the next year so as to not add to the treasurer's workload.
- (7) The Chapter's annual liability insurance bill, \$75, was paid Thursday, May 8.

Vice president – No report.

COMMITTEES – Following were the only committee reports:

Hospitality – Carl discussed a minor issue that occurred at today's Chapter meeting – a complaint from a class next door regarding the PA system being too loud. The Board agreed this was a hotel issue.

Legislative – The Board discussed the handout provided to members at the April and May Chapter meetings regarding the Office of Personnel Management's proposed changes to the Federal Employees Health Benefits Plan. Even with a "what-to-do, what-to-say, how-to-do-it" approach, only two Chapter officers actually wrote to the Chapter's Congressional reps. The Board discussed other options, such as a "petition," which has been tried previously. Board consensus was getting members to act is an ongoing effort, and we need to continue to make contacting Congressional reps as easy as possible our members.

Membership – Johanna said the Chapter's Membership Action Plan, which reflects what the Chapter plans to do for the coming year and what the Federation will rebate, is due before the state convention. She is proposing 35 gift memberships for state reimbursement (\$33/active and retiree membership of which the state reimburses \$8.50/per member); this information needs to be added to Chapter obligations.

Newsletter – The Board expressed thanks to Johanna for getting out the latest Chapter newsletter. Mary Binder recommended to Johanna the Board have a master publishing schedule so it would know when articles/information are due for each issue. Johanna proposed to the Board buying a quantity of "Forever" stamps prior to the May 12 postage-rate increase. The Board did not believe it was necessary.

Public Relations – Nancy Crosby said the *Tri-City Herald* had a nice brief about today's program/meeting in its Sunday edition.

Service Center/Callers – The Board voted to table discussion on a thank you/recognition for the Chapter's callers until Nancy Schreckhise returns, hopefully for the August Board meeting. Mary Goldie explained that currently when travel vouchers are submitted for approval they go to three sources, including the treasurer. She proposed only sending the cover letter to the Chapter's treasurer as the treasurer receives a copy when the voucher is approved/paid. The Board concurred with this change.

CONVENTIONS

State – Nancy reported that Verneice Skinner has been asked to be the convention sergeant at arms. If she attends, Verneice said she'll attend as a Chapter member, not a delegate. Mary Binder will take a backup copy of the delegates' credentialing forms. Mary Goldie reported that Nancy Schreckhise is still hoping to be back in town for the convention.

Delegates – Current Chapter delegate count remains at 11 delegates and 3 delegates at large. Delegates at large are: Carl Gallion, Nancy Crosby and Clark Crouch. Delegates are: Estelle Bellefeuille; Don and Mary Binder; Johanna Taylor; Barbara Crouch; Mary Goldie; Sig Preston; Al and Dolores Rizzo; Anne Ross; Nancy Schreckhise. Alternate delegate is Gary Hagendorf.

National – Johanna and Sig will leave Sept. 4 for the convention. The Chapter's delegate authorization certificate confirming the number of Chapter delegates needs to be submitted by June 1. Johanna said she would submit the form. Nancy and Mary signed, certifying the number of delegates. With 379 Chapter members, the Chapter has 8 votes.

OLD BUSINESS

NAPUS Convention – Johanna reported that the National Association of Postmasters of the United States convention (Idaho, Oregon and Washington members) will be July 14-17, Pasco Red Lion Hotel. Traditionally, NARFE has staffed a table with information. Johanna will check on the days and hours needed for coverage.

NEW BUSINESS

Alzheimer's Donation – Johanna reported that as of April 30, the Chapter's Alzheimer's account had \$337.83; \$6 was contributed at today's meeting. She proposed the Chapter add \$100 from its general fund to the Alzheimer's account and the Chapter then contribute \$350 from the fund at the state convention in Walla Walla. This would leave about \$90 in the Chapter's Alzheimer's account, including today's contribution. However, Johanna will verify with the Bank of America the minimum balance needed for the Chapter to keep the account open as a non-profit account.

Johanna also stated that, "depending on what happens at the National Convention regarding Alzheimer's Research Campaign, I feel Chapter 1192 needs to specify a certain month for Alzheimer's Research Donation Month in addition to our 10-month random donations from luncheon attendees." In the interest of time and the need to adjourn, the Board did not discuss this issue.

June meeting – Wednesday, June 4, following the Chapter's monthly meeting, Red Lion Hotel

MEETING ADJOURNED – 3:15 p.m.

Prepared by:

*Mary Alice Binder
Secretary*