

WASHINGTON STATE FEDERATION (WSF)
NATIONAL ACTIVE AND RETIRED FEDERAL EMPLOYEES ASSOCIATION
Minutes April 10, 2019 Board Meeting

The WSF Officers and Committee Chairs met at the La Quinta Inn & Suites, Tacoma, Washington. Executive Board members present were: President Nancy Crosby; Vice President Mary Binder; Treasurer Anne Kush; District I VP Christine Price; District II VP John Wells; District IV VP Bea Bull; and District V VP Mary Binder. Committee Chairs present were: Federation Reporter Editor Mary Binder; Public Relations and NARFE-PAC Chair Sam Cagle; Finance Officer Michael Ferri; National Legislative Chairman Steve Roy; Training Co-Chair Kathy Brooks; Webmaster Linda Wallers. The following members were not present: Secretary Ida Sevier; District III VP Sam Sevier; Alzheimer's Chairman Lorraine Bennett; State Legislative Chairman John Thurber; Service Officer Charles Caughlan; and, Training Co-Chair Arlene Patton. Region IX Vice President Rich Wilson was present. The membership chairman position is currently vacant.

The meeting was called to order at 9:00 a.m. by President Crosby followed by the flag salute. Copies of the agenda and submitted reports were distributed. There were no additional items for the agenda.

Minutes

President Crosby announced that the minutes of the December 6, 2018, Executive Board meeting were emailed. There were no changes and the minutes were accepted as sent.

Reports

Region IX VP: Region IX Vice President Rich Wilson submitted a report with the following highlights: as of February 28, there were 199,978 members – a net loss of 5,274 members since December 31; and, as of April 9, Region IX membership was 11,592 – a net loss of 245 in 2019, to date, and the Washington federation membership was 5,731 – a net loss of 82 in 2019, to date. Between November 2014 and November 2018, former NARFE National Secretary/Treasurer Jon Dowie closed 274 chapters. As of VP Rich's report, NARFE had 982 chapters. VP Rich also provided updates on: NARFE Alzheimer's Research Fund contributions; NARFE-PAC contributions and distributions; and, general membership information including dropped, reinstated and new memberships.

VP Rich updated the board on NARFE's rebranding initiative, including that the NARFE National Executive Board had approved a new NARFE logo at its March meeting. As of the meeting, there was no implementation plan or schedule. WSF board members had several questions regarding implementation; VP Rich will be following up with NARFE to get answers.

Vice President: VP Mary Binder submitted a report highlighting a vice president's responsibilities from the NARFE F-10, *NARFE Chapter and Federation Officers Manual*. Looking ahead she will be reviewing the Federation's bylaws for compliance with NARFE's newly

revised bylaws, and the Federation's policies and procedures, standing rules and strategic plan, with a focus on consolidating and streamlining the documents into one, if possible.

Financial:

Treasurer Anne Kush provided a first quarter 2019 treasurer's report reflecting the budget, expenditures and balances through March 31. As of the end of the quarter, expenditures were \$6,231.47 leaving \$31,168.53 of the budgeted \$37,400.00 for 2019.

Anne filed the Federation's annual nonprofit tax return, IRS Form 990, on March 23.

Budget:

Finance Officer Mike Ferri provided an update on the 2019 budget through March 31. He said, "All is looking fine." There was no discussion and there were no questions.

District Vice Presidents (DVPs):

DVPs for Districts II, IV and V submitted written reports. There was no District III report. DVP I Christine Price said there had been no real activity since the last board meeting, so no written report.

DVP IV Bea Bull noted a concern regarding a "treasurer's bond" [surety bond] in her report. She wrote that it was "impossible to get one from an insurance company if no other type of insurance is purchased." The question arose as to whether a chapter could "tag onto" NARFE's bond. Region IX VP Rich will follow up with NARFE.

National Legislative Chairman Steve Roy suggested the board revisit reviewing district and chapter alignments as some districts have several more chapters than others. This topic had also been raised at the December 2018 WSF board meeting. Changes could impact the Federation's budget as more travel for some DVPs may be involved. The bylaws would also need to be reviewed for possible changes. The board will be reviewing this suggestion [keeping in mind there may be congressional district changes after the 2020 U.S. Census].

National Legislative:

Chairman Steve Roy submitted a written report highlighting the Federation's 9-member team at the March NARFE **LEGcon19** in Washington, D.C. The team participated in 12 congressional meetings on Capitol Hill, March 13, meeting with staff and/or the elected officials from the state's 10 congressional districts and its 2 senators. At the meetings, Steve reported members "discussed several policy issues that are important to active federal employees and retirees such as pay increase legislation, postal reform and impacts of the recent federal government shutdown." Team members also asked elected members to cosponsor H.R. 141, Repeal of the Windfall Elimination Provision (WEP) and the Government Pension Offset (GPO). As of the board meeting, 8 of the state's 10 representatives had cosponsored.

Steve shared a Capitol Hill highlight he experienced – a chance meeting with an Ohio congresswoman. During the conversation she said, “Don’t let anyone devalue, diminish or degrade your federal service.”

NARFE Political Associate Ross Apter sent an email April 9 to President Nancy and VP Rich regarding a local fundraiser for Representative Denny Heck (D-10). Ross wanted to know if any member/members would be interested in attending a “30-minute coffee meeting with the Representative while he is back home in the district over the next two weeks.” PR and NARFE-PAC Chairman Sam Cagle will follow up. Sam also reported that he had an “impromptu, coffee shop” meeting with Representative Heck recently, which was separate from the initiative proposed by Ross Apter.

State Legislative: Chairman John Thurber could not attend the meeting. There was no report.

Public Relations and NARFE-PAC: Chairman Sam Cagle did not provide written reports.

Looking ahead to the fall health fairs, Sam stated that there had been “low attendance” from NARFE members in covering the 2018 fairs. With a potential to reach 12,000 to 15,000 federal employees, the fairs are a potential resource for getting new NARFE members.

For NARFE-PAC, Sam said he now has updated materials, e.g., poster, forms and the basic support pins, for the 2019/2020 congressional cycle. As he will not be able to attend the May Region IX Training Conference in the Tri-Cities, President Nancy took the materials for the NARFE-PAC table at the conference.

President Nancy asked if Sam had received additional outreach action plans other than from Spokane and the Tri-Cities chapters. Sam reported that he had not.

Website: Webmaster Linda Wallers submitted a written report covering 2 areas – the Federation’s new website and NARFE Configuration Advisory Board (CAB) recent activities.

For the new website, Linda said only 75 people, to date, had visited the site. Also, she is looking for: content (in Word or PDF); photos (preferably in JPG); newsletters (in PDF); and, feedback. The new domain has “finally taken hold” and she has taken down the old site and will create a message directing those trying to access the old site to the new site. The new address is: www.narfewa.org. [This is a change from: www.narfewa.net.] She stated that buying the new domain is cheaper – 5 years at \$124.80 plus tax vs. \$149.75 plus tax. [Note: Linda provided Treasurer Anne with copies of the domain paperwork via email on April 11.] A reminder – chapters will need to make changes to newsletters and other documents that reference the federation website.

Linda is the Region IX CAB representative. She provided board members a copy of the NARFE April 8 “Officer News” email to Field Leadership from the NARFE AMS Implementation Team. Linda said that NARFE’s new “Association Management System” is an off-the-shelf system used by many other organizations. Initial implementation will only affect NARFE reports currently done through NARFE’s OAM – Online Activities Module. As of the WSF board

meeting, the new system was scheduled to go online May 1. [Note: The implementation date was subsequently changed to June 1 but could again change.] Linda shared her concerns regarding the implementation, including the date and that as of the CAB's Monday, April 8, meeting, the CAB members had not yet seen what members will see and/or the training video. Further, she said she did not believe there had been field testing. Board members had numerous questions and there was extensive discussion regarding the system. Linda asked board members to submit additional questions to her. She is scheduled to provide an update at the May Region IX Training Conference.

Linda also reported that the CAB is reviewing federation and chapter website for compliance.

NARFE Alzheimer's Research Fund: Chairman Lorie could not attend the meeting but submitted a written report. As of February 28, the total raised for the fund was \$13,038,481.70. The current NARFE goal is \$14 million by December 31, 2020, as voted by members at the August 2018 NARFE national conference, **Fedcon18**.

Service Officer: Service Officer Charlie Caughlan could not attend the meeting. There was no written report.

Training: Co-Coordinator Kathy Brooks attended the meeting; Co-Coordinator Arlene Patton could not attend. There was no written report.

Old Business

National, Federation, Chapter Bylaws:

VP Mary said NARFE has now issued guidance for federation and chapter bylaws, including a template, based on the approved changes NARFE members approved in 2018. The guidance and template more closely align with the Federation's bylaws that were approved in 2018; that is, they contain basic information so, hopefully, less subject to needing frequent revision. Other details should be in policies and procedures. President Nancy had copies of the NARFE 2018 bylaws for members who needed them.

Standing Rules and Operating Procedures Revisions:

VP Mary will be leading the revision of the Federation's operating procedures, standing rules and strategic plan. Bea Bull has offered to help her. In response to a question regarding the time frame, Mary said she expects this project will take at least a year.

Membership and Renewal Form:

President Nancy had copies of the new form at the meeting. VP Mary said she is still concerned that the new introduction verbiage is partisan. The board discussed the issue; others also expressed concern.

DVP I Christie asked a question/wanted clarification regarding 3-year memberships at \$60. This was an offer NARFE made several years ago. Those members who joined under this offer are still receiving renewals at a different rate than other members.

New Business

LEGcon19 – see Legislative Chairman Steve’s report above.

Region IX Training Conference:

The 2019 training conference will be May 17 and 18, Three Rivers Convention Center, Kennewick. President Nancy provided updates and reminders. The WSF board previously approved a \$50 “scholarship” for each federation member attending, which covers the registration cost. Nancy stated that she believes using the “10-percent dues” provided to the Federation from NARFE for the “scholarships” is an appropriate use of these funds. Finance Chair Mike added that while the Federation should not lose money it should also not stock money. April 23 is the conference special-rate reservation deadline at the SpringHill Suites by Marriott Kennewick Tri-Cities; and, the conference registration deadline has been extended to May 6. (Webmaster Linda will add this information to the WSF website conference announcement.) VP Rich used the NARFE NES to send an electronic invite to the conference to all national-only Federation members for whom NARFE has an email address.

President Nancy said she has a draft agenda. It includes: a “go-to” meeting with James Marshall, director, NARFE Federal Benefits Institute; a video from NARFE President Ken Thomas; and, Jessica Klement, vice president, NARFE advocacy department, will attend and is the scheduled keynote speaker. Also, during the board meeting, Lanny Ross, past Region IX VP and current Bremerton Chapter 181 NARFE-PAC chairman, will provide a NARFE-PAC update as WSF NARFE-PAC Chair Sam cannot attend the conference.

President Nancy led a discussion on board reimbursements for the conference. In the past, board members have been reimbursed for half their mileage and one night’s lodging if there was a board meeting in conjunction with a conference. For the upcoming training conference, there is no scheduled board meeting and there is the \$50 “scholarship” to cover registration. After discussion a motion was made, seconded and approved to cover 1 night’s lodging and roundtrip travel/mileage costs for elected and appointed WSF board members attending the conference. (Finance Chair Mike added that for members who fly, the reimbursement would be for the lesser of the 2 costs, that is, mileage vs. airfare.) The rationale for the approval is to emphasize the importance of having the elected and appointed board members attend the conference. However, this approved motion applies only to the 2019 training conference as it waives the WSF “Policies and Procedures for Financial Reimbursements and Expenses,” (February 23, 2012).

Federation Reporter:

Editor Mary Binder provided a written report. The annual newsletter is scheduled to be published around May 1. Mary said all articles have been received but she still needs several

“headshots.” There was discussion regarding maximizing using electronic distribution as the newsletters are no longer mailed, e.g., sending the newsletter to all Federation members for whom NARFE has an email address. There will, however, be printed copies available at the Region IX Training Conference, and Mary will have additional copies for board members who want them.

Looking ahead, the deadline for receiving articles for the 2020 newsletter is **Thursday, April 2.**

Chapter Closures:

Walla Walla Chapter 237’s closure has been finalized.

Poulsbo Chapter 881 is in the process of closing. DVP IV Bea is working through the closure process with President Nancy and the chapter. [Note: As of a May 6 NARFE email, “The process of officially closing Poulsbo Chapter 0881 at NARFE Headquarters was completed today 5/6/2019.”]

Port Orchard Chapter 888 is talking about possibly closing, per Bea.

Outreach Action Plans:

PR Chairman Sam said DVPs should encourage their chapters to submit outreach action plans. [Note: outreach plans combine both public relations and membership activities into one plan.] As some outreach activities can meet the Federation’s 50-percent matching funds guidelines, chapters need to have their annual plans submitted by the October/November time frame, or 2 weeks prior to the Federation’s fall board meeting. [For 2019, Thursday, December 12.] This will allow time for consideration during the board’s annual budget discussions.

Membership Chairman Position: This position remains vacant.

WSF 2020 State Conference:

District II VP John Wells provided an update on the conference. The conference site-selection committee (Elaine and Mike Ferri, Steve Roy and John) reviewed 12 properties as possible conference locations and ultimately narrowed the list to the top 2. Through conference calls with WSF board members, the consensus was the Embassy Suites by Hilton Seattle North, Lynnwood. Conference dates: May 19-21. Preliminary agenda includes registration and an ice breaker, May 19. Conference begins May 20 and ends by around 2:30 p.m., May 21. After a board discussion, the recommendation was to have the installation of officers at the end of the conference. Ann Tiernan, from Seattle Chapter 43, has volunteered to serve as the conference treasurer. The \$1,000 Federation “conference advance” has been deposited.

With NARFE’s approved one-member one-vote change to the bylaws, the election of Federation officers will again be held prior to the conference, except for district vice presidents who will be elected during the district caucuses at the conference. Several current elected officers are term limited. The WSF Nominating Committee (Kathy Brooks, District I, Chapter 32; Elaine Ferri,

District II, Chapter 193; Linda Wallers, District III, Chapter 131; Bill Powers, District IV, Chapter 181; Christine Slocum, District V, Chapter 238) will be working to find candidates. Kathy volunteered to lead the committee. She asked that names, ideas, suggestions be sent to her.

Open Discussion: Nothing discussed.

Next Board Meetings:

Tuesday, August 13, and Thursday, December 12, 9:00 a.m., La Quinta Inn & Suites, Tacoma.

A question was raised regarding using the La Quinta Inn & Suites, Sea-Tac, to possibly save commute time for some board members. It would, however, add to the commute for others. More information is needed prior to a decision.

Adjourn: The meeting was adjourned at about 3 p.m.

Mary Binder, Vice President

for

Ida Sevier, Secretary