

WSF Executive Board Meeting
Thursday, May 21, 2020
VP, DVP V and Federation Reporter Editor's Reports

VP REPORT:

Summary of Actions since April 9, 2020 Board Meeting: Primary focus was on the WSF policies and procedures, and standing rules.

Ongoing:

1. Continue work on updating/consolidating the WSF policies and procedures, standing rules, strategic plan, etc. (*Mary Binder and Bea Bull*)
2. Continue support to WSF president and board, and WSF chapters.

DISTRICT V DVP REPORT:

District Chapters: Tri-Cities Chapter 1192; Yakima Valley Chapter 238

Chapter/Board Visits, April 9 thru May 20: No visits. Contacts via phone, emails.

Actions to Note:

1. Tri-Cities chapter:
 - a. Chapter May/June newsletter completed and mailed/sent electronically.
 - b. Chapter President Pat Turner submitted a Public Service Recognition Week letter-to-the-editor for the *Tri-City Herald*. It was published Sunday, May 10.
2. Yakima Valley chapter:
 - a. Contact chapter members with email addresses about meeting cancellations.
 - b. Chapter meets at Blossom Place, an Enlivant corporation, assisted-living community. Point of contact has stated he wants the chapter to continue meeting at Blossom Place when it is safe to do so.

Ongoing/Upcoming District Actions:

1. Tri-Cities chapter:
 - a. Continue exploring outreach possibilities for increasing membership.
 - b. Continue contacting dropped members and those transferred to national-only status to encourage chapter membership.
 - c. Continue searching for future chapter leaders.
 - d. Review chapter bylaws for changes, e.g., remove 2nd vice president and directors at large positions, and for compliance with revised NARFE bylaws.
2. Walla Walla area NARFE members: Resume exploring options for an annual get-together with former members of the closed Walla Walla Chapter 237.
3. Yakima chapter:
 - a. Update/consolidate bylaws, articles of incorporation, standing rules.
 - b. Begin exploring a new meeting location in case Blossom Place restricts future gatherings/meetings as a result of COVID-19.
 - c. Continue exploring sending a letter to members with no known email addresses regarding status of chapter and meetings.
 - d. Continue contacting dropped members and those transferred to national-only status to encourage chapter membership.
 - e. Work to fill vacant appointed positions.

FEDERATION REPORTER EDITOR'S REPORT:

2020 Annual Newsletter: Target publication date, August 14.

Summary of Actions since April 9, 2020, Board Meeting: Nothing to report.

Ongoing:

1. Establish a 2020 newsletter theme.
2. Review newsletter's usefulness as a communication tool.
3. Review newsletter's layout and design for overall effectiveness.
4. Find a professional photographer/s for camera-ready headshots of officers/chairmen, where needed.
5. Review distribution to ensure widest possible dissemination, e.g., to WSF chapter and national-only members using the NARFE AMS.

2020 Newsletter Deadline: Thursday, July 9, 2020.

Writer Reminders:

1. An article will be needed from each WSF executive board officer and chairman.
2. If you have trouble with content and/or need other assistance, please contact me.
3. Keep articles within your area/s of responsibility.
4. If taking information from other articles/sources, please identify those.
5. If you are providing opinions, please state that.

Submitted by:

Mary

Mary A. Binder

Vice President

District V Vice President

Editor, *Federation Reporter*

May 20, 2020