

**WSF Executive Board Meeting**  
**Thursday, July 9, 2020**  
**VP, DVP V and Federation Reporter Editor's Reports**

**VP REPORT:**

**Summary of Actions since May 7, 2020 Board Meeting:**

1. Worked with Secretary Linda on the May board meeting minutes.
2. Reviewed, purged, updated, reorganized WSF material and documents on hand so as to establish a better baseline for working on updating/consolidating WSF policies and procedures, standing rules, strategic plan, etc.

**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, May 8 thru July 8:** No visits. Contacts via phone, emails.

**Actions to Note:**

1. Tri-Cities chapter:
  - a. Chapter July/June newsletter completed and mailed/sent electronically.
  - b. Attended a "virtual" Tri-City Regional Chamber of Commerce meeting/luncheon. Guest speaker was Washington State Superintendent of Public Instruction Chris Reykdal. Event was free to Chamber members. The chapter has been a Chamber member for more than 10 years.
2. Yakima Valley chapter – Charles Rinker, chapter president, continued exploring meeting location options should the chapter not be able to continuing meeting at Blossom Place, an Enlivant corporation, assisted-living community in Yakima.

**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 2<sup>nd</sup> 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. Confirm 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.

**2020 Newsletter Deadline:** Thursday, July 9, 2020.

**Summary of Actions since May 7, 2020, Board Meeting:** Reminder email with writing guidelines sent to executive/advisory committee members.

### **Ongoing:**

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

### **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*

July 6, 2020